



POLICY ON SCHOOL FEE AND FEE COLLECTION

INTRODUEED :	April, 2018
REVIEW 1 :	September 2022
REVIEW 2:	September 2023
REVIEW 3:	NOVEMBER 2024 [To be effective from April 2025]
NEXT REVIEW :	NOVEMBER 2025

DEFINITION:

Tuition fees are those sums that are directly associated with educating students. Other fees include books, uniforms and transportation fees. School fees refer to both tuition fees as well as other fees which a School charges to Parents.

PURPOSE:

- ❖ To adopt clear and transparent approach to the regulation of fees that ensures tuition fees mirror the quality of education and that School fees are reasonable and approved by the competent authority (ADEK).
- ❖ To enable Parents to pay the required School fees in a timely and convenient manner.

POLICY FRAMEWORK:

Collection of Registration/Re-registration Fees

- ❖ The registration fees are charged only when the student is enrolled, not when applying.
- ❖ School may collect registration fees up to four months ahead of the commencement of the school year, the same is adjusted from the first instalment of the tuition fee.
- ❖ For the present enrolled students the re-registration amount will be collect on or before 31st January 2025 ahead of the commencement of the school year, the same is adjusted from the first instalment of the tuition fee.
- ❖ Failing to do so, the seat may be offered to other deserving candidate.
- ❖ The School has approval for school fees to be changed to be shared with parents through the circular and school portal well in advance. The school does not charge any kind of fees from the parents which are not approved by ADEK.
- ❖ The School charges registration fees only when the student is enrolled, not when applying for new admission.
- ❖ The School reimburse to the parent/guardian the full registration or re-registration fees if the school fails to enroll the student as a result of not having sufficient capacity.
- ❖ The School refrain from charging any guarantee money or deposit money or application fees or first time enrollment fees from parents/guardians as means to register students or as payment of any of the remaining fees balance even if such were refundable.





Fee concessions from the academic year 2025-2026:

- ❖ **5% tuition fees discount is given to 2nd sibling onwards.**
- ❖ **In case of early withdrawal / incomplete academic year the parent will be liable to clear the fees without any discount.**

For the convenience of our parents/ guardians, we have a facility of fee payment on yearly basis, in 2 instalments, 4 instalments or 8 instalments.

- ❖ The School will collect the first instalment within one month preceding the beginning of the school academic year. **The total fees payable for the 1st instalment should include the fee for books and transport.**
 - If a student attends any part of week one after school reopening or fails to show up at all without the Parent/Guardian notifying the School in writing before the beginning of the academic year- In such a case, the parent is liable to pay 5% of yearly tuition fees.
 - If TC for current students is not applied on/before 31st January of the current academic year the School will charge 5% of yearly tuition fees.
 - If a student attends/applies for TC without attending from one week and up to three weeks from the start of the academic year then the School will retain/charge the value of one full month of tuition fees.
 - If a student attends/applies for TC without attending over three weeks and up to six weeks from the start of the academic year then the School will retain/charge the value of two full months of tuition fees.
 - If a student attends/applies for TC without attending over six weeks from the start of the academic year then the School will retain/charge three months fee.
 - These cases apply to newly enrolled students as well as students that register after a term has already commenced.
- ❖ Official holidays and absences from class are considered part of the week.
- ❖ The value of one month of tuition fees is calculated by dividing the total tuition fees for the school year by ten months.
- ❖ **Books: Books can be purchased from the school only after the payment of tuition fee and books fee only.** Payment done for books will not be refunded.
- ❖ **Uniform: Uniforms are available in school but managed by an outside vendor.** Payment done for uniform will not be refunded.
- ❖ **Transportation fees must be paid in 4 installments or yearly basis only.**
- ❖ Parent is liable to pay transport fee for the entire instalment even if the bus is used for one particular day of that instalment period. Transportation fee should pay along with the tuition fee. **(2nd Instalment starts from the day of the school reopening after the summer break till 31st October)** School administration notify the parent/guardian in writing of these condition upon registration or re-registration.

Tuition Fees and Other Fees:

Fee is collected in cash/ credit card/ debit card/cheque. Cheque drawn in favor of Dunes International School. Postdated cheques are mandatory for 2nd installment onwards if any. The same will be collected during the payment of 1st installment.

The total fees payable for the 1st instalment should include the fee for books and transport.





Fee Payment:

- ✓ Installment of the school fee may vary depending on the date of admission.

1) Yearly basis:

Class	Full Year Tuition Fees
Pre- KG	12000
KG1	12000
KG2	12500
Grade 1	14000
Grade 2	14000
Grade 3	15580
Grade 4	15580
Grade 5	15580
Grade 6	17580
Grade 7	18080
Grade 8	19580
Grade 9	21080
Grade 10	22000
Grade 11	23500
Grade 12	23500

2) 2 instalments:

Class	Full Year Tuition Fees	1st Instalment (APR-OCT) Current dated Cheque/Card/Cash	2nd Instalment (NOV-MAR) Cheque to be dated as 10th November
Pre- KG	12000	6000	6000
KG1	12000	6000	6000
KG2	12500	6250	6250
Grade 1	14000	7000	7000
Grade 2	14000	7000	7000
Grade 3	15580	7830	7750
Grade 4	15580	7830	7750
Grade 5	15580	7830	7750
Grade 6	17580	8830	8750
Grade 7	18080	9080	9000
Grade 8	19580	9830	9750
Grade 9	21080	10580	10500
Grade 10	22000	11000	11000
Grade 11	23500	11750	11750
Grade 12	23500	11750	11750



Dunes International School

Plot no 19; Shabiya 9; Mussafah; Abu Dhabi; P.O Box 5121

Tel.: 0097125527527

School code : 90201 | Affiliation number : 6630051



مدرسة ديونز الدولية

رقم قطعة: ١٩, شعبية ٩, مصفح, أبوظبي, ص ب : ٥١٢١

هاتف: ٠٠٩٧١٢٥٥٢٧٥٢٧

كود المدرسة : ٩٠٢٠١ | رقم الانتساب: ٦٦٣٠٠٥١

3)4 Instalments:

Class	Full Year Tuition Fees	1st Instalment (APR-JUNE) Current dated Cheque/Card/Cash	2nd Instalment (SEP-OCT) Cheque to be dated as 10th September	3rd Instalment (NOV-DEC) Cheque to be dated as 10th November	4th Instalment (JAN-MAR) Cheque to be dated as 10th January
Pre- KG	12000	3600	2400	2400	3600
KG1	12000	3600	2400	2400	3600
KG2	12500	3750	2500	2500	3750
Grade 1	14000	4200	2800	2800	4200
Grade 2	14000	4200	2800	2800	4200
Grade 3	15580	4730	3100	3100	4650
Grade 4	15580	4730	3100	3100	4650
Grade 5	15580	4730	3100	3100	4650
Grade 6	17580	5330	3500	3500	5250
Grade 7	18080	5480	3600	3600	5400
Grade 8	19580	5930	3900	3900	5850
Grade 9	21080	6380	4200	4200	6300
Grade 10	22000	6600	4400	4400	6600
Grade 11	23500	7050	4700	4700	7050
Grade 12	23500	7050	4700	4700	7050

4)8 Instalments:

Class	Full Year Tuition Fees	1st Payment (APR) Current dated Cheque/card/ Cash	2nd Payment (Sep) Cheque to be dated as 10th Sep	3rd Payment (Oct) Cheque to be dated as 10th Oct	4th Payment (Nov) Cheque to be dated as 10th Nov	5th Payment (Dec) Cheque to be dated as 10th Dec	6th Payment (Jan) Cheque to be dated as 10th Jan	7th Payment (Feb) Cheque to be dated as 10th Feb	8th Payment (March) Cheque to be dated as 10th Mar
Pre- KG	12000	3600	1200	1200	1200	1200	1200	1200	1200
KG1	12000	3600	1200	1200	1200	1200	1200	1200	1200
KG2	12500	3750	1250	1250	1250	1250	1250	1250	1250
Grade 1	14000	4200	1400	1400	1400	1400	1400	1400	1400
Grade 2	14000	4200	1400	1400	1400	1400	1400	1400	1400
Grade 3	15580	4730	1550	1550	1550	1550	1550	1550	1550
Grade 4	15580	4730	1550	1550	1550	1550	1550	1550	1550
Grade 5	15580	4730	1550	1550	1550	1550	1550	1550	1550
Grade 6	17580	5330	1750	1750	1750	1750	1750	1750	1750
Grade 7	18080	5480	1800	1800	1800	1800	1800	1800	1800
Grade 8	19580	5930	1950	1950	1950	1950	1950	1950	1950
Grade 9	21080	6380	2100	2100	2100	2100	2100	2100	2100
Grade 10	22000	6600	2200	2200	2200	2200	2200	2200	2200
Grade 11	23500	7050	2350	2350	2350	2350	2350	2350	2350
Grade 12	23500	7050	2350	2350	2350	2350	2350	2350	2350



Transport fees :					
Area	Transport Fees	Instalment 1	*Instalment 2	Instalment 3	Instalment 4
		(Apr-Jun) Current dated cheque/Cash to be submitted	(Sep-Oct) Cheque to be dated as 10th September	(Nov-Dec) Cheque to be dated as 10th November	(Jan-Mar) Cheque to be dated as 10th January
Abu Dhabi/ Mussafah	4500	1350	900	900	1350

*(2nd Instalment starts from the day of the school reopening after the summer break till 31st October)

Parents should confirm the availability of seat/Transport for the given area before they proceed.

Book fees :			
Class	Book Fees	Vat	Total
Pre- Kg	400	5%	420.00
KG1	400	5%	420.00
KG2	400	5%	420.00
Grade 1	430	5%	451.50
Grade 2	430	5%	451.50
Grade 3	430	5%	451.50
Grade 4	430	5%	451.50
Grade 5	480	5%	504.00
Grade 6	480	5%	504.00
Grade 7	480	5%	504.00
Grade 8	700	5%	735.00
Grade 9	700	5%	735.00
Grade 10	700	5%	735.00
Grade 11	1000	5%	1050.00
Grade 12	1000	5%	1050.00

Performa invoice/invoice will be issued based on the fees payable/paid.

Fees for extra-curricular activities

- ❖ Fees associated with optional, extra-curricular activities which incur separate charges will not be included as part of tuition fees

Non-Payment of School Fees

- ❖ In case of nonpayment of school fees, three warning notices each being one-week in duration each time will be given to a student's Parents/Guardians.
- ❖ Failing to respond to the notices and paying the fees, the schools will suspend a student for up to three days.
- ❖ The School does not prevent students from sitting for any end of term or end of year examinations or any examinations assigned during the term as a consequence for non-payment issues.
- ❖ Further, the schools will withhold examination report cards, transfer certificates (or block a transfer on eSIS) and/or re-registering a student until all outstanding dues are settled.



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Amendments:

Review 1	No Changes
Review 2	Withdrawal or discount on transportation
Review 3	Modification in Tuition fee discount

Principal Mr. Paramjit Ahluwalia	
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