



Fee Collection Policy

Interview Fee

A fee of QR 558 per student is payable when an application is made for an interview for a place in Loydence Academy. **This once-off fee is non-refundable and does not count towards tuition.**

Registration Fee

A registration fee of QR 3908 per student is raised when an offer of a place in Loydence Academy is accepted. The registration fee must be paid within one week from the date of offer. If this is not done within this time period then the offer will be withdrawn and the place offered to someone else. **This once-off registration fee is non-refundable and does not count towards tuition.**

Materials Fee

A fee of QR 1675 is charged annually for science materials, stationary, photocopying, art materials, paper, text & exercise books; etc. The fee may be pro-rated on a termly basis for students joining later in the academic year. **This annual fee is non-refundable and does not count towards tuition**

Late Payment of School Fees

Annual tuition fees are due before the start of the term. Parents will be invoiced 30 days before the beginning of term to give sufficient time to make payment arrangements. Late payments may result in the student not being able to participate in any extra-curricular activities. In addition, reports will be withheld and the late payment reported to the MOE through the NSIS system. Late payment may also lead to the assumption that the parent does not wish their child to continue in the Academy and the place may be offered to someone else.

Notice of Withdrawal

Three months written notice of withdrawal is required. Refunds will be calculated on a pro-rata basis inclusive of the 90-day notice period.

- **Post-dated cheques will not be accepted.**
- **The tuition fee may be pro-rated on a termly basis any student starting after the commencement of the term.**

I HAVE READ THE ABOVE REGULATIONS AND AGREE TO ABIDE BY THEM. I UNDERSTAND THAT, AS THE PARENT/GUARDIAN OF THE STUDENT, I AM RESPONSIBLE FOR THE PAYMENT OF FEES.

NAME OF PARENT:

SIGNATURE OF PARENT:

DATE: