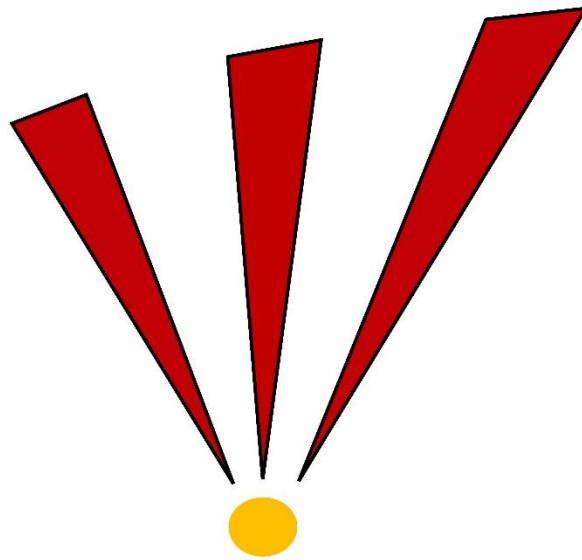


# GLOBAL ACADEMY OF EDUCATION



*Growth - Development - Maturity*

## **School Fee Payment Plan**

## **Tuition Fee Policy**

Global Academy is an independent school operating as a registered non-profit NPO. It is managed by a Board of Governors and a Senior Management Team manages the day to day running of the school. This school is funded by School Fees.

School fees can be paid monthly (over 11 months) in advance on the first day of each month, or termly in advance, on the first day of each quarter.

### PAYMENT OPTIONS

Debit Order (**PREFERRED OPTION**)  
Electronic Transfers (EFT)  
Swipe Card Facilities in office  
Cash if no other option is open

### SCHOOL ACCOUNT DETAILS

FIRST NATIONAL BANK **FNB**  
Account Name: **GLOBAL ACADEMY**  
Account No: **62702471583**  
Branch Code: **210314**  
Ref. Your child's name

View and complete the school fee form as part of your enrollment. Please read all information carefully before you sign and return forms to the school.

## **Enrollment Policy**

In order to complete and process your child's application the following must be completed and returned to the school

1. A fee of R100 must be paid to receive the enrollment pack
2. Enrollment forms must be completed and all documentation on the check list must accompany your enrollment form.
3. An evaluation assessment may be required to ascertain your child's English language proficiency and/or the child's School Readiness in the case of Grade R and Grade 1.
4. When you child's registration is confirmed, a non-refundable registration fee of R1000 must be paid.
5. Before your child starts school, the first months fees must be paid in advance as per the payment agreement.
6. A copy of the GAE's Code of Conduct is part of this enrollment pack and must be signed and returned to the school on the first day that the learners attends school.

### **Additional Financial contributions**

**Cake sales:** Take place once a term, and each class is required to supply cakes (or a donation) at least once a year. The price of the cakes on sale vary from R1 to R10. The money made at these sales go to class funds for the purchase of class equipment, games, reading books etc.

**Field Trips:** Are curriculum driven. Students learn a great deal by experiencing learning. These field trips vary in cost, ranging from R10 – R150 per outing. Often, the higher the grade the higher the cost as greater travelling distances are covered. All field trips include travelling costs (unless specified) and these events are compulsory.

**Fundraising** is used to supplement school fees and to raise money to purchase things for the school or complete different projects on the school grounds.

School Fees in 2020	Annual	Termly	Monthly / 11	Other
Pre-Primary (Grade RR )	R22 000	R 5 500	R 2 000	Registration /Stationery Fee
Pre-Primary (Grade R )	R 22 000	R 5 500	R 2 000	Registration/Stationery Fee
	Annual	Termly	Monthly / 11	Other
Foundation Phase Grade 1 – 3	R19 800	R4 950	R1 800	Registration / Stationery Fee
Int/Snr Phase Grade 4 - 7	R20 900	R5 225	R 1 900	

Name of Payee:

Address of Payee :	Contact numbers of Payee:
	Home:
	Work:
	Cell:

Surname of Learner: \_\_\_\_\_ First Names: \_\_\_\_\_ Grade at Enrolment: \_\_\_\_\_

We, as the parents/legal guardians/caregivers know and understand that it is our responsibility to cover the school fees and any other costs regarding this learner's tuition, so that salaries and running costs can be paid each month. We also understand that as the parents/legal guardians/caregivers, it is solely our responsibility to ensure that all fees are paid in full and on time, regardless of which parent or person has taken responsibility for the fees, whether by divorce, separation, sponsorship or otherwise.

Further, we understand that should our child/children's fees not be kept up to date, learners will receive a school suspension for non-payment of school fees after 60 days of non-payment and our account will be handed over to attorneys for collection within 120 days of non-payment.

**We agree that the School requires a three month notice period should we decide to withdraw from GLOBAL ACADEMY OF EDUCATION, and that we will be billed for three full months if 3 month notice was not given.**

Please initial the appropriate block:

We are able to pay the full school fees as determined by the Board of Directors

This child is a Ward of the State (Please note: Supporting documents must be provide

By signing below, we hereby declare that we fully agree with and will abide by the above statements, and that all information provided within this form and those accompanying it, are true and correct. Please note: Both parents'/caregivers'/guardians signatures are required.

First Care Giver/Parent/Guardian

\_\_\_\_\_

Date: \_\_\_\_\_

Second Care Giver/Parent/Guardian

\_\_\_\_\_

Date: \_\_\_\_\_

**Tick the correct box**

**Annual Payment of Fees** - We will pay fees in full by the 31st of January.

**Termly Payment of Fees** - We will pay fees termly (on the first day of each quarter) via EFT, Debit/Credit Card or Cash.

**EFT (Internet payment)** - We will pay before the 7th of each month, for the month ahead, over 11 months.

**Credit or Debit Card (monthly)** - I will pay at the Finance Office by credit/debit card. This will be paid by the 7th day of each month, for the month ahead, over 11 months.

**Debit Order (over 11 months)** - I have completed the details on the attached form. My **Debit Order** will always be paid on the 1st day of the month. – **PREFERRED METHOD OF PAYMENT**

