

**ELEMENTARY SCHOOL TUITION FEE STRUCTURE AND PAYMENT SCHEDULE FOR  
2019-2020 ACADEMIC YEAR**

**1. Enrolment fee (₮) 300,000** One-time, non-refundable. The enrollment fee must be paid in full prior to the entrance exam date.

2. TUITION FEES (₮) (Sibling discount 5% for each second and third family child. Birth certificate is required)	MONGOLIAN		NON-MONGOLIAN				
	1 <sup>st</sup> Semester Aug 21,2019 until Jan 31, 2020  <u>Payment due</u> <u>Aug 15, 2019</u>	2 <sup>nd</sup> Semester Feb 3, 2020 until June 19,2020  <u>Payment due</u> <u>Jan 24, 2020</u>	1 <sup>st</sup> Semester Aug 21,2019 until Jan 31, 2020  <u>Payment due</u> <u>Aug 15, 2019</u>	2 <sup>nd</sup> Semester Feb 3, 2020 until June 19, 2020  <u>Payment due</u> <u>Jan 24, 2020</u>			
<b>PRE-KG / KG</b> (Early Childhood Education )	<b>6,500,000</b>	<b>6,500,000</b>	<b>7,500,000</b>	<b>7,500,000</b>			
<b>Grades 1-5</b> ( Elementary school )	<b>8,000,000</b>	<b>8,000,000</b>	<b>9,000,000</b>	<b>9,000,000</b>			
<b>3. BOOK DEPOSIT</b> (₮) one-time, refundable fee	<b>Pre-K,KG</b> <b>100,000</b>		The refund will be on withdrawal from the school after any deductions for damaged or lost books and learning materials and late pickup fee have been applied.				
	<b>Grade 1-5</b> <b>500,000</b>						
<b>4. UNIFORM (₮)</b> (Extra size will be purchased by Secondary school uniform cost )	<b>Polo shirt</b> XXS,XS,S,M		<b>Jacket</b>	<b>Pants</b>	<b>Skirt</b>	<b>PE Uniform Set</b> (Extra size will be ordered individually with 10% additional cost )	
	Short sleeve	Long sleeve	XXS, XS,S, M	134-152	28-38	<b>PE SET</b> XXS,XS,S,M,L	<b>T-Shirt</b> XXS,XS,M
	<b>30,000</b>	<b>40,000</b>	<b>60,000</b>	<b>45,000</b>	<b>45,000</b>	<b>80,000</b>	<b>22,000</b>
<b>5. LUNCH (₮)</b> (Hot meal)	<b>5,000</b> Lunch money should be paid directly to a student's account in the cafeteria in advance						
<b>6. PLACEMENT GUARANTEE FEE</b> (₮)	<b>Pre-KG/KG</b> <b>2,000,000</b>		To secure a place in the classes, a returning student must pay within deadline of Re-Registration time. This payment is deductible from the tuition fee.				
	<b>Grade 1-5</b> <b>4,000,000</b>						

Tuition fee structure in school website [www.asu.edu.mn](http://www.asu.edu.mn)

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7. BUS FEES (₮) (Bus routine is in school website)	1 <sup>st</sup> Semester Sept 2, 2019 - Jan 31, 2020 Payment due: Aug 15, 2019		2 <sup>nd</sup> Semester Feb 3, 2020 – June 19, 2020 Payment due: Jan 24, 2020	
	Two-way	One-way	Two-way	One-way
<b>Zone 3</b> (until Peace Avenue)	<b>700,000</b>	<b>525,000</b>	<b>700,000</b>	<b>525,000</b>
<b>Zone 2</b> ( until Gegeenten town)	<b>550,000</b>	<b>412,500</b>	<b>550,000</b>	<b>412,500</b>
<b>Zone 1</b> (until Zaisan Mountain)	<b>300,000</b>	<b>225,000</b>	<b>300,000</b>	<b>225,000</b>

**REFUND POLICY :** The Tuition Fee is refundable when a student withdraws from the school. Written notice of withdrawal must be completed by the parents and submitted to the Student Services Office in order to obtain a refund of the tuition fee. The refund policy will be applied depending on the student’s attendance record. The refund policy is effective for each semester.

Tuition refund policy	Percentage for refund
<ul style="list-style-type: none"> <li>• 2 weeks prior school starts</li> <li>• Within 2 weeks of attendance</li> <li>• More than 2 weeks</li> </ul>	<ul style="list-style-type: none"> <li>• <b>90%</b> of the fee</li> <li>• <b>80%</b> of the remaining fee</li> <li>• <b>No refund</b></li> </ul>
Bus refund policy	Percentage for refund
<ul style="list-style-type: none"> <li>• Within 2 weeks of service</li> <li>• More than 2 weeks</li> </ul>	<ul style="list-style-type: none"> <li>• <b>80%</b> of the remaining fee</li> <li>• <b>No refund</b></li> </ul>

1. Any student with unpaid tuition fee will be automatically withdrawn from the class list.
2. When a student enrolls during the middle of a semester, full tuition fee must be paid.
3. Please contact The Elementary School Student Office for clarification. Room #101, Tel: 976-11-34150 ([es.studentservice@asu.edu.mn](mailto:es.studentservice@asu.edu.mn))
4. Tuition fee can be paid in cash at the Finance Office in the Secondary School building, Room #222, Tel: 976-11-345716 ([finance@asu.edu.mn](mailto:finance@asu.edu.mn)) or transferred to the School bank account.

**Bank name:** Trade and Development Bank

**Bank SWIFT Code:** TDBMMNUB

**Beneficiary:** American School of Ulaanbaatar. **Account #:** 404197752 /MNT/

**Please indicate the STUDENT'S FULL NAME AND GRADE**