

SECONDARY 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.

	MONGOLIAN		NON-MONGOLIAN		
	1 st Semester Aug 21, 2019 until Jan 31, 2020 <u>Payment due</u> <u>Aug 15, 2019</u>	2 nd Semester Feb 3, 2020 until June 19, 2020 <u>Payment due</u> <u>Jan 24, 2020</u>	1 st Semester Aug 21, 2019 until Jan 31, 2020 <u>Payment due</u> <u>Aug 15, 2019</u>	2 nd Semester Feb 03, 2020 until June 19, 2020 <u>Payment due</u> <u>Jan 24, 2020</u>	
2. TUITION FEES(₮) (Sibling discount 5% for each second and third family child, Birth certificate is required)					
MS / Grades 6-8 (Middle school)	10,000,000	10,000,000	11,000,000	11,000,000	
HS/ Grades 9-12 (High school)	12,000,000	12,000,000	13,000,000	13,000,000	
3. BOOK DEPOSIT(₮) (one-time, refundable fee)	MS - 750,000	The refund will be on withdrawal from the school after any deductions for damaged or lost books and learning materials have been applied.			
	HS - 1,000,000				
4. UNIFORM (₮) (Extra size will be ordered individually with 10% additional cost)	Polo shirt (M,L,XL)		Jacket (M,L,XL)	Pants (158-170 (46-50))	Skirt (40-46)
	Short sleeve	Long sleeve			
	40,000	50,000	65,000	65,000	60,000
5. LUNCH (₮) (Hot meal)	6,500 Lunch money should be paid directly to a student's account in the cafeteria in advance				
6. PLACEMENT GUARANTEE FEE (₮)	MS -5,000,000	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.			
	HS- 6,000,000				

Tuition fee structure in school website www.asu.edu.mn

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

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

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 Secondary School Student Office for clarification. Room # 221, Tel: 976-11- 348888 (ss.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) 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