



School Fee Policy



Al Rushed American Private School adopts a flexible policy with regard to the school fees, which takes into consideration all community groups. This policy is annually reviewed in accordance with the rules and regulations approved by the Sharjah Private Education Authority. These fees have been approved by the Sharjah Private Education Authority for the academic year 2021-2022

Annual School Fees

- It is important to note that fees included in this contract and any increases noted are in line with the Schools Fees Framework approved by the Sharjah Private Education Authority.
- Fees are updated and approved by the Sharjah Private Education Authority every academic year.

Additional Fees

- The school vouches that no additional mandatory fees will be required from parents during the academic year, except for what has been approved by Sharjah Private Education Authority.
- The optional additional fees are determined annually after the approval of the Sharjah Private Education Authority, and include the fees of school uniform, transportation, any extracurricular activities for students, tablets, educational resources, and additional stationery that students need.
- The table below illustrates the approved annual school fees:



Grade	Tuition Fees	Book Fees	Uniform Fees (5% VAT included)	Total
KG 1	11300	1000	441	12741
KG 2	11300	1000	441	12741
Grade 1	14200	1700	441	16341
Grade 2	14200	1700	441	16341
Grade 3	14200	1700	441	16341
Grade 4	16400	1700	441	18541
Grade 5	16400	1700	441	18541
Grade 6	16400	1700	441	18541
Grade 7	18700	1800	441	20941
Grade 8	18700	1800	441	20941
Grade 9	18700	1800	441	20941
Grade 10	20900	2300	441	23641
Grade 11	22100	2300	441	24841
Grade 12	25100	2300	441	27841



Transportation Fees

No.	Emirate	Transportation Fees
1	Sharjah	3600
2	Ajman	4200
3	Dubai	4800



General Notes:

- Charges apply for lost or damaged textbooks, library books.
- It is the responsibility of the parents to provide the approved school uniforms for their children in case they do not wish to purchase from the school.
- Bus transportation is optional and outsourced provider, under the supervision of the school.
- The school provides healthy food, according to the health standards and requirements for handling food in school canteens, by accredited external suppliers, under the supervision of the official authorities in Sharjah.
- The amount of the registration fee for new students is deducted from the total fees in case of withdrawing upon registration.
- If the student enrolls in the school on any date after the start of the school year, school fees will be collected from the date on which the student joined, and the academic year is divided into 10 months, through which the expenses are calculated.
- The school can collect fees in installments with a maximum of four payments. The first payment is due before the start of the first term, while the dates of

the other payments will be determined by the school administration, and parents will be informed.

- It is not permissible to collect registration fees from new students unless they are guaranteed a seat in the school.
- Parents are supposed to check with the accounting department if they delay making a check payment, or pay it in cash 10 days before the due date.

Fee Payment Methods

- Parents are supposed to pay re-registration fees that do not exceed 10% of the total fees or 500 AED, according to the regulations and rules approved by SPEA.
- Parents are supposed to hand over checks with payment dates upon registration and re-registration to guarantee seat reservation throughout the academic year, with dates as of (August 25th, 2022 / November 5th, 2022/ December 5th, 2022/ February 5th, 2023).

Fee Refund Procedures

School Fee Refund:

- Registration and re-registration fees are non-refundable, whatever the reasons for withdrawal are.

School Fees are refunded as follows:

- If the parent pays the full fees and decides to withdraw before the beginning of the school year, he is entitled to fully recover the fees paid and only the registration or re-registration fees will be deducted.
- If a student attends for two weeks or less, a month's fees will be deducted.



- If a student attends school for a period ranging between two weeks and less than a month, then two months' fees will be deducted.
- If a student attends for more than a month, three months' fees will be deducted.
- The charges of one month's fee refund are estimated at the total fees divided by ten months.
- Fees for books and school uniforms are not refunded. As for transportation fees, the same that applies for the school fees.
- If parents withdraw or cancel the registration of their children before the end of the academic year, the discounts obtained along with the sibling discount will be canceled, and the parents will be refunded the remaining amount after cancelling all the discounts.
- Book fees are refunded in case the student does not join the school, and before the beginning of the school year only, provided that the books remain new as they were received.
- The amount of the refunded fees is calculated starting from the date of the withdrawal request formally submitted by the parents regarding their desire that their children will not attend school and not from the date of abandoning school. A request letter must be submitted to the school administration and not through an informal means of communication such as a phone call, a verbal statement, or a WhatsApp message, so as to ensure that the approval of the school administration is taken, which will undertake its procedures based on the written request.

Fee Reduction Policy

- There is a discount in fees for registered siblings only, and it does not exceed 5% for each student.



Blocking Certificates

- The school has the right to withhold the student's result and not issue the transfer certificate until the fees owed by the school are paid, whether for the full fees or for one of the required payments, and the parents have no right to object if the delay in payment occurs on their part.

Parent requirements

- Parents are required to pay the value of the books borrowed from the library in case of loss or damage.
- Parents are required to pay the value of any school belongings, equipment, tools, and furniture damaged by their children.

Policy Review

This policy is created on Jan 2021 reviewed on Jan 2022 and will be reviewed every year.

