

FINANCIAL REGULATIONS

Registration at La Petite Ecole

In order to complete the registration once the form has been filled up, parents must pay the registration fees of THB 40,000.

Payment can be made:

a) By cheque to La Petite Ecole Bangkok (please mention the invoice number or the family name at the back of the cheque),

b) By bank transfer to our bank account (please mention the invoice number or the family name in the transfer reference):

Beneficiary name: La Petite Ecole Bangkok Co., Ltd. - Bank name: Kasikornbank Public Company Ltd

Branch: Suan Plu - Account No: 022-8-75119-7 - SWIFT: KASITHBK

c) By cash (a receipt will be provided).

Registration fees (40,000 THB)

Registration fees are due in full at registration, even when registration occurs during the school year.

Registration fees shall not be reimbursed in case of cancellation. No partial reimbursement will be given if the child leaves the school before the end of the school year.

School fees

School fees include all extra-activities and outings organised by the school.

They are due in full before August 31st, 2017 for the first term of 2017/2018, before December 31st, 2017 for the second term, and before March 31st, 2018 for the third term. Late charges of 2% may apply for any delay shorter than one month, followed by late charges of 1% for every subsequent month of delayed payment.

School fees shall be entirely reimbursed only if the cancellation notice is given at least one month before the beginning of the term.

In case of departure of the child during the term, the school will reimburse school fees based on the non-incurred weeks (for example, if a child's exit day (see below) is on Wednesday, February 11th, we will reimburse the school fees from Monday, February 16th until April 3rd). If a child's exit day is on Wednesday, January 21st, school fees from January 1st until Friday, January 23rd will be deducted from the deposit.

In case a child's first day at school is in the middle of a term, past weeks shall not be billed (i.e. in case of arrival on Tuesday, November 18th, only the weeks from Monday, November 17th to December 31st will be invoiced).

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Exit day

A one-month notice period must be given to La Petite Ecole (i.e. in case notice is given on February 12th for February 20th, exit day will be considered to be March 12th).

Early Bird rate

We have implemented an Early Bird rate for parents or companies settling the annual school fees in full before 30th June 2017. However, in case the child leaves during the school year, the normal rate will be used to calculate the refund.

Waiting list

The school may open waiting lists when the number of applications exceeds the classes' capacity for a given age group. In order to be added to the waiting list, the school will require the payment of registration fees only (THB 40,000). An invoice will be sent to the family once the school receives the completed registration form. Applications shall be classified by date of payment of registration fees.

If the school is unable to place a child on waiting list, the school shall refund the total amount paid by the family. The family may also refuse this refund and choose to keep the child on waiting list for the current year, or for the following year.

The family whose child is on a waiting list can withdraw their application at any time and ask for the full deposit to be refunded.

When a slot is confirmed for a child on waiting list, should the family refuse to place the child, the school reserves the right to retain the administrative fees of THB 10,000 only (therefore the family will be refunded THB 30,000), unless the refusal occurs more than three months before the intended first day of the child at school. In the latter case, the school shall refund the deposit paid by the family in full.