



## Financial Policy of Al-Forsan International School 2025 - 2026

### General Policies:

- Parent / Guardian will be requested to pay SAR 3000 to reserve a seat and will be included as part of the school fees.
- School fees include uniform and books. For more details, please review the books and uniform section.
- The school provides all electronic resources, including the online version of the textbooks, the workbooks and the worksheets. It is the parent's full responsibility to print the extra workbooks and extra worksheets if they desire to use them as it is an optional resource.
- Student will not be able to attend the class or receive books and uniform until the first term tuition is paid full.
- FIS has the right to suspend access to report cards, electronic services, and records until tuition fees are paid.
- Fees for the full school term will apply if a student fails to attend without submitting an official withdrawal request via the parent portal or admission email.
- Failure to submit payment for the school fees prior to the term could lead to the student losing their spot at the school, with holding of school reports, and cancellation of any discount offers.
- Not paying the seat reservation fee does not constitute an official withdrawal, and the withdrawal policy applies. The fees due will be charged to the student's account, and the student's file will not be released until all outstanding fees are paid.

### School Fees:

| No. | Statement                | Amount     |
|-----|--------------------------|------------|
| 1   | Kindergarten Level (KG)  | 23,000 SAR |
| 2   | Elementary School (G1)   | 28,000 SAR |
| 3   | Elementary School (G2-6) | 30,000 SAR |
| 4   | Middle School (G7-9)     | 32,000 SAR |
| 5   | High School (G10-12)     | 34,000 SAR |

- Above school fees does not include (VAT) 15%
- School fees include school books and uniform
- Special opening discount at the Jeddah branch only: 2000 SAR for all grades.

- School uniform fees are waived at the Adeem Store, and there will be no reimbursement for parents who purchase them out of pocket or do not receive them.

### School Transportation Fees:

| No. | Statement           | Amount   |
|-----|---------------------|----------|
| 1   | One way             | 3450 SAR |
| 2   | Round trip (2 ways) | 4600 SAR |

- Above Transport fees include added (VAT) 15%

### Payment Details:

Fees are paid in three installments (first, second and third). Second and third term payment for the new student will be different due to the cost of the student's seat preparation, books, and uniform. For more information, check the table below:

| No. | Statement                             | First term fee for (new students + current student) | Second term fees for current students | Third term fees for current students |
|-----|---------------------------------------|---|---------------------------------------|--------------------------------------|
| 1   | Kindergarten level (KG)               | 9,000 SAR   | 7,000 SAR                             | 7,000 SAR                            |
| 2   | Elementary School (G1)                | 10,667 SAR  | 8,667 SAR                             | 8,666 SAR                            |
| 3   | Elementary School (G2-6)              | 11,334 SAR  | 9,333 SAR                             | 9,333 SAR                            |
| 4   | Middle School (G7-9)                  | 12,000 SAR  | 10,000 SAR                            | 10,000 SAR                           |
| 5   | High School (G10-12)                  | 12,667 SAR  | 10,667 SAR                            | 10,666 SAR                           |
| 6   | Transport fees -One way               | 1,150 SAR   | 1,150 SAR                             | 1,150 SAR                            |
| 7   | Transport fees- round trip (two ways) | 1,550 SAR   | 1,525 SAR                             | 1,525 SAR                            |

## Siblings discount:

| No. | Discount | Statement                            | Discount condition   |
|-----|----------|--------------------------------------|--|
| 1   | 5%       | Youngest second sibling to the forth | Payment before the end of first week from the beginning of the term. |
| 2   | 10%      | Fifth sibling                        | Payment before the end of first week from the beginning of the term. |

- If the student fees are not paid by the school fees due date, they will not qualify for the sibling discount

## Refund Procedure for All Term:

- A deposit of 3,000 SAR for securing a seat is incorporated into the overall tuition fees for new students. This deposit is fully refundable until the day before the start of the academic term.
- No school fees will be refunded starting from the third week of the term.
- To reserve a seat, the new student must submit a complete student's file, including the financial clearance from their previous school.
- In case of withdrawal within the first week of school starting day, school fees will be refunded after deducting (SAR 3000) and extra SAR 2500 will be deducted for the books and uniforms.
- The tuition fees must be paid in full before the first week of each term to avoid any issues with student's enrollment.
- 20% will be deducted from the total tuition and 3000 SAR reservation seat fee if student withdrew at the beginning of the second week (of the term), and extra SAR 2500 to the reservation seat money will be deducted for the books and uniforms.
- No transportation fees will be refunded after the first week of subscription.
- The school uniform and books are not refundable.

## Payment Methods:

- By cash payment in financial department, Credit card (visa or master), Debit card ATM.
- A cheque issued by name: Ajjaluna Educational Company
- A bank transfer to the student's account at Saudi British Bank (SABB); for more details, please visit the parent's portal <https://parent.madrsty365.com>

- Wire transfer to our bank account:

### Al Izdihar campus (Riyadh) :

Bank's name: ANB (Arab National Bank)

Account No: SA63 3040 0108 0574 5216 0012

With the requirement of sending a copy of the wire transfer and the student ID to: [pay@fis.edu.sa](mailto:pay@fis.edu.sa)

### Al Rakkah Campus (Dammam):

Bank's name: The Saudi Investment Bank

Account No: SA92 6500 0000 1201 9988 8005

With the requirement of sending a copy of the wire transfer and the student ID to: [FISPay@fis.edu.sa](mailto:FISPay@fis.edu.sa)

### Al Qirawan Campus (Riyadh) :

Bank's name: Riyad Bank

Account No: SA85 2000 0002 5812 8793 9946

With the requirement of sending a copy of the wire transfer and the student ID to: [pay3@fis.edu.s](mailto:pay3@fis.edu.s)

### King Abdulaziz University (Jeddah) :

Bank's name: Riyad Bank

Account No: SA53 2000 0002 5812 8793 9940

With the requirement of sending a copy of the wire transfer and the student ID to: [pay4@fis.edu.sa](mailto:pay4@fis.edu.sa)



## Re-enrollment policy and procedure for the current and new student:

- Students who have not settled their tuition fees for the previous year will be removed from the student rosters and will not advance to the next level in their academic progression.

## This agreement shall automatically be renewed and extended from year to year until the student withdrew from the school.

My signature on this document serves as an acknowledgement and acceptance of all terms and conditions outlined in the electronic registration form, which constitutes an integral and inseparable part of the program's financial policy agreement. I confirm my commitment and acceptance of the electronic registration terms and the company's financial policy. Furthermore, I acknowledge my full understanding of all of these conditions and hereby undertake not to breach any of the electronic registration or financial policy terms of the company. I also pledge not to claim ignorance or deceit in this matter.

The user agrees to receive school notifications and updates via mobile and email and to the use of their data in accordance with the privacy policy.

Name of student:..... ID No. of student:.....

Parent name:..... Parent ID No. :.....

Parent signature:.....





## Books and Uniforms:

School uniform is included in the school tuition and each student will receive the uniform based on the school policy; 1 piece from the uniform table below according to his/her grade level.

School fees include school uniform and books as below:

| Pre-K to Grade 3 Boys     | Grade 4 to Grade 12 Boys | Pre-K KG1 and KG2 Girls | Grade1 to Grade 3 Girls | Grade 4 to Grade 12 Girls |
|---------------------------|--------------------------|-------------------------|-------------------------|---------------------------|
| Polo shirt shorts sleeves | Polo shirt short sleeves | Dress                   | Grade1 to 3 Skirt       | Grade4 to 12 Skirt        |
| Polo shirt long sleeves   | Polo shirt long sleeves  | Polo shirt long sleeves | Polo shirt long sleeves | Polo shirt short sleeves  |
| Beige trouser             | Gray trouser             | Skirt                   | Polo shirt long sleeves | Polo shirt long sleeves   |
| PE T-Shirt                | PE T-Shirt               | PE T-Shirt              | PE T-Shirt              | PE T-Shirt                |
| Jogging suit              | Jogging suit             | Jogging suit            | Jogging suit            | Jogging suit              |

School textbooks are included in the school tuition and each student will receive the books based on the grade level except the books below which will be given once starting from grade 9 to 12

For grade 9 to grade 12:

|          |   |
|----------|---|
| IM005786 | EXPERIENCE CHEMISTRY 2021 SB + DCW 1YR LIC GR 9/12/EXPERIENCE |
| IM005787 | M/L BIOLOGY 2019 SB + 1YR LIC/M/L BIOLOGY 2019 SB + DCW 1     |

For grade 10 to grade 12:

|          |   |
|----------|---|
| IM005790 | EXPERIENCE PHYSICS 2022 SB + DCW 1YR LIC GR 9/12/EXPERIENCE |
|----------|---|

