



مدرسة مايوور الخاصة ذ.م.م. Mayoor Private School L.L.C.



MAYOOR PVT. SCHOOL
ABU DHABI

Fees Policy





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Purpose

- To adopt a clear and transparent approach to the regulation of fees for both private school and both parents/guardians that ensures tuition fees mirror the quality of education and that school fees are reasonable and approved by ADEC.
- To enable parent/guardians to pay the required school fees in a timely and convenient manner.

Policy statement

- ADEC controls tuition fees and other charges imposed by the school by organising and approving the same in pursuant to the Private Schools Policies Manual and Guide.
- Mayoor Private School does not collect fees from parents and guardians before the fees structure gets approval from ADEC.
- Mayoor Private School will collect registration fees before the start of the academic year and deduct the same from school fees approved by ADEC. Such fees will not exceed (5%) of the approved tuition fees (AED 17500/ 22000 / 25000) value and a maximum will be AED 500/-.
- The registration or re-registration fees are charged only when the student is enrolled, not when applying. This means that when a student enrollment is completed only then the registration or re-registration fees are collected. When a student has just filled the application form and is not a student of Mayoor Private School, then fees are not collected.
- Mayoor Private School has the right to retain the registration fee or re-registration fees collected for each student, should the student attend any part, or days, of week 1 of the semester or fail to show up at all without the parent notifying the school in writing.
- Mayoor Private School will refrain from charging any guarantee money or deposit money or application fees or first time enrollment fees from parents/guardians as means to register students or as payment of any of the remaining fees balance, even if such were refundable.
- If the school fails to enroll the student as a result of not having sufficient capacity, the school must reimburse to the parent/guardian the full registration or re-registration fees





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- If there is delay in payment of fees within 15 days from the due date then the school will issue two reminders each being one week in duration to the student's parent/guardian asking the parents/guardian to pay the fees.
- The school retains the right to temporarily suspend the student for up to three days but only after sending three warning notices each being one week in duration each time to a student's parent/guardian.
- The school will not ban any student from using school transport going or coming back from school in the case that the student's parent/guardian did not pay school tuition fees on time.
- The school encourages the parent/guardian in continuing to register their children in the school by offering discounted fees and offers, in some cases like sibling discount up to 20% on the tuition fees of one student, annual discount of 5% is given if the tuition fees are paid in full amount at the beginning of the year.
- Mayoor Private School also retains the right to withhold the student's result and refrain from delivering transfer certificates until a settlement of installments is reached.
- No student at Mayoor Private School will be deprived from attending the final exam of the year because of non-payment of tuition fees.
- The school allows tuition fees to be paid in three equal installments in each academic year.
- The school collects the first payment within the month before beginning of the school year. The first installment is paid in March as the school year starts from April.
- The school may retain a certain amount of the tuition fees in any of the following cases:
 - If the student attends school for one week to three weeks in term, then one month's tuition fees will be deducted
 - If the student attends school over three weeks and up to six weeks in term, two month's tuition fees will be deducted
 - If the student attends school for more than a month, three month's tuition fees will be deducted
- The value of one month tuition fee is calculated by dividing the total tuition fees for the school year by 10 months





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- Fees can be paid in the form of cash, credit card or cheque. Payment against cheque should be made favouring "Mayoor Private School LLC."
- If a student joins the school from outside GCC countries, and the seat is being held open from April, the fees for the entire period from April to the date the student actually joins the school, will not be collected.
- Tuition Fees do not include the charges of books, external examination, uniforms, transport, extra-curricular activities, educational and non-educational school trips, and other similar activities etc.
- A full term's prior written notice is required for withdrawal of students from school
- School reports and Transfer Certificates will not be issued if the school account is not settled in full.
- Book Fee and Uniform Fee is refundable if they were not used.
- Transport fees will be refunded in the same manner as tuition fees.
- The fees is refundable and paid by the cheque favouring the parent/guardian within 30 days of the application of the Transfer Certificate

