



2025 SCHOOL FEE SCHEDULE

School Fees (priced in PGK)

	Full Year (5% Discount)	Term Instalments	Instalment 1	Instalment 2	Instalment 3	Instalment 4
<i>Payment Due Date</i>	<i>BEFORE 28/01/25 ONLY</i>	<i>See dates to right</i>	<i>28/01/2025</i>	<i>07/04/2025</i>	<i>14/07/2025</i>	<i>29/09/2025</i>
Playschool (Half-day)	4,798	5,050 =	1,717 +	1,111 +	1,111 +	1,111
Play/Preschool (Full-day)	9,785	10,300 =	3,502 +	2,266 +	2,266 +	2,266
Prep	10,355	10,900 =	3,706 +	2,398 +	2,398 +	2,398
Grades 1 - 4	10,640	11,200 =	3,808 +	2,464 +	2,464 +	2,464

If a child enrolls anytime from **Week 1 to Week 5** of a school term, the **full Term Instalment fee will be charged**. For those enrolling from Week 6 onwards throughout a term, they will be billed only for the remaining weeks of that term.

If a child is enrolled in Term 2, 3 or 4 the First Instalment Payment will be applied for that term.

Administration Fees

Enrolment Fee (non-refundable)	K300 per child
Refund of fees upon student withdrawal	K300 per child
<i>The School reserves the right to suspend students without further notice if School Fees are not paid by the due date.</i>	

Transport Fees

One-way (Pick up or Drop off)	K600 per term
Both ways (Pick up AND Drop-off)	K1200 per term
Bus Route services Boroko, Korobosea, Koki, Waigani, Tokarara and Hohola areas. We do not service Gerehu, Hanuabada, or areas outside the city. Surcharge may apply to areas outside serviceable limits at our discretion.	

Canteen Fees

Pre-paid daily canteen meals (morning tea and lunch)	K1000 per term
One-off canteen meal (morning tea and lunch)	K20 per day
Canteen meals include freshly prepared meals with a drink for both morning and lunch. Our menu is posted near the front desk weekly.	



Uniform Fees

Starter Kit* (For new students)	K400
School Shirt	K50
School Shorts	K50
School Dress	K100
Sports Shirt	K50
Sports Short	K50
School Socks	K15
School Hat	K30
Library Bag	K20
*Starter Kit Contains: <ul style="list-style-type: none">• 2x School Sets (2x School Shirts & 2x School Shorts OR 2x School Dress)• 1x Sports Set (1x Sports Shirt & 1x Sports Short)• 2x Socks• 1x School Hat• 1x Library Bag	

School Fee Terms & Conditions

Category	Due Date	Conditions
Full Year (5% discount)	01/10/2024 to 28/01/2025	Any payment received after 28 January 2025 will fall into the Term Instalments Category. Part payment will not be accepted for the Full Year discount category. To qualify for the Full Year discount, payments must be made in person at the School or electronically to our bank, on or before 28 January 2025.
Term Instalment 1	28/01/2025	Students must pay the 1st instalment in full by the first day of Term 1 to begin classes. For all new enrolments in 2025 , regardless of the term (1, 2, 3, or 4) they start in, the first instalment fee will be charged for their initial term .
Term Instalment 2	07/04/2025	Students must pay the 2nd instalment in full by the first day of Term 2 to start classes.
Term Instalment 3	14/07/2025	Students must pay the 3rd instalment in full by the first day of Term 3 to start classes.
Term Instalment 4	29/09/2025	Students must pay the 4th instalment in full by the first day of Term 4 to start classes.

- Registration/Enrolment Fee is NON-REFUNDABLE. This must be paid with the term/year school fees.
- If a child enrolls anytime from Week 1 to Week 5 of a school term, the full Term Instalment fee will be charged.
- For those enrolling from Week 6 onwards throughout a term, they will be billed only for the remaining weeks of that term.
- If a child is enrolled in Term 2, 3 or 4 the First Instalment Payment will be applied for that term.
- No child is given access to the school until their assigned fees are paid in full (Full Year or First Instalment).
- If paying by instalments, each fee instalment is due prior to the commencement of the corresponding school term.
- A grace period of only one week into the new term is permitted. Failure to pay outstanding term fees in full after this period will see your child suspended from class and the school environment unless a prior arrangement is made with school management.

REFUND POLICY

- No school fee refunds are permitted once enrolled for the school year, unless the paying parent/guardian is transferred to another Province or some other unforeseen and unfortunate circumstance has occurred. A refund fee will apply in eligible cases.
- If the child has been medically certified ill, a refund may be considered at the principal's discretion.
- A Student Withdrawal form must be filled out and submitted to the school before Week 5 of any term to be eligible for any remaining school fee refunds. 5 weeks minimum notice must be provided to the school of withdrawals. 5 weeks of the current Term's fees will be forfeit, calculated from the start of the week the withdrawal form was submitted.
- No school fee refunds will be eligible in Term 4.
- If a school fee payment was made by the paying parents' or guardian's employer, any refund will be made directly back to the employer/company, only after meeting the above criteria. Only in cases where the employer has provided written instructions that fees can be repaid to the parent, will refunds be processed to personal accounts.