



Fairfield International Academy High School Tuition Fees and Policies, 2022-2023

Fairfield International Academy is committed to providing a rigorous inquiry-based education that adheres to challenging, global standards while staying true to its Jamaican heritage. Fees that ensure the proper functioning of the school are a critical form of revenue for the school, and prompt payment of all fees is the responsibility of all Fairfield parents/guardians. The figures cited in this document refer to students enrolled in grades 7 to 12. In addition to allowing us to provide a high quality of education for your students, the fees are used to:

- ▶ provide competitive compensation for teaching, administrative and grounds staff,
- ▶ provide resources, materials, facilities and equipment,
- ▶ support the educational requirements of international accreditation, and
- ▶ maintain facilities.

High School Tuition Fees 2022-2023 (all fees are quoted in US dollars)

Fees

\$11,400	High School Tuition for 2022-2023 Academic Year
\$160	Application Fee (with admissions application)
\$1500	One-time enrolment fee for each new student upon entering the school

Fee Schedule

Application Fee: due at the time of application

Enrolment Fee: due at the time of official acceptance by the Head Principal

Tuition is Paid in Three Terms

Due: Aug 26, 2022	Due: Dec 30, 2022	Due: March 31, 2023	Total
\$3,800	\$3,800	\$3,800	\$11,400

Early bird discount: (4.85%, single payment of \$10,847.10 August 26)

Sibling discount: The annual tuition for a second child in the high school is reduced by 10% to \$10,260

High School Tuition Fee INCLUDES	High School Tuition Fee EXCLUDES
<ul style="list-style-type: none"> • Access to e-learning platforms that facilitate parent-teacher collaboration • Textbooks • E-textbooks • Apps for e-learning • Tutorials before and after school • Most extracurricular activities • Advisory Program 	<ul style="list-style-type: none"> • Lunch • Personal laptop and repairs • Transportation to/from school • Uniforms • Personal school supplies

Fairfield International Academy (High School)

Dr. Aston King Highway / Spring Gardens, St. James / Montego Bay, Jamaica

Phone: +1 (876) 318 4395 Web: www.FairfieldAcademyJA.com



School Fee Billing Procedure

1. Prior to fee invoices being issued parents/guardians, parents should indicate if they would like to pay with the *Early Bird Discount*; if no request is received, the tuition will be invoiced in the standard three terms.
2. Tuition invoices and related financial communications will use the Bursar's email, Accounts@FairfieldAcademyJA.com
3. Reminder notices will be sent to parents/guardians the day after due date.
4. Second Reminder notice will be sent to parents/guardians 11 days after due date with a statement of account which will include the penalty payment of US\$200
5. Outstanding accounts are those that are not fully paid, or where direct debit does not fully cover the fees
6. Any arrangements to vary the conditions for payment must be made through the Bursar and approved by the Head Principal.
7. Should the account remain outstanding, Fairfield will contact the parent/guardian to organise a meeting with the Head Principal, at a mutually agreeable time. The meeting will include a discussion of the issues surrounding fee payment and agreeable terms for the repayment conditions. The outcome of the meeting will be confirmed in writing to the parent/guardian.
8. If the parent/guardian does not communicate with the Head Principal about the outstanding account, the Head Principal will decide the necessary action, which may include the student being refused entry to attend Fairfield.
9. Personal cheques in US dollars will be accepted in time for clearance prior to due date for fees.
10. Personal cheques will not be accepted once a dishonoured cheque has been presented to the school dishonoured cheque will incur and additional reimbursement of US\$40.
11. If tuition is unable to be settled within the stipulated time period parents must seek alternative financing arrangements in order not to impact student learning and attendance.

Payment of Fees (Routing information at bottom)

- ▶ Fees must be paid in US\$
- ▶ Payment via Bank Deposit or transfer: information included below
- ▶ US\$ cheque should be made out to: Fairfield International Academy Ltd
- ▶ CASH WILL NOT BE ACCEPTED AS PAYMENT

Proof of payment of tuition fees must be given to the Bursar on or before due date as stipulated on the invoice or sent via email to Accounts@FairfieldAcademyJA.com

- ▶ All payments received 10 working days after due date will incur a late payment fee of US\$200 which will be applied to outstanding balances.
- ▶ If proof of payment has not been received by the Bursar, including payment of all fee penalties by the first day of school,
 - the student will not be allowed to attend school until school fees have been paid, and
 - the student will not receive any reports, transcripts, results and certificates.

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Transferring Students

We appreciate that changing family circumstances will sometimes require that a student transfer to another school during the course of a school year. Fees will be payable for the whole of the term in which the enrolment is terminated, except in cases where the Head Principal determines that fair notice is given or that fair notice was impractical. Fair notice is deemed to be one semester.

Bank Routing Information

Account name: FAIRFIELD INTERNATIONAL ACADEMY, LTD.
Account#: 55033 59 377
Bank: SAGICOR BANK
SIWFST:
Bank Address: MONTEGO BAY
Branch: FAIRVIEW
Account type: USD CHEQUING
Branch Code:
SWIFT Code: SAJAJMKN

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