



## Brent International School Manila School Fees 2017 - 2018

Tuition is paid in **both** the US\$ and PHP currencies listed. Note the "and" in each box below.

<b>Tuition</b>	<b>Annual Payment</b> <i>(Due August 7)</i>	<b>Semestral Payment</b> <i>(Due August 7 and January 8)</i>	<b>Quarterly Payment</b> <i>(Due August 7, October 2, January 8, and March 12)</i>
Nursery	US\$ 3,376.00 and PHP 154,664.00	US\$ 1,688.00 and PHP 77,332.00	US\$ 844.00 and PHP 38,666.00
Pre-Kindergarten	US\$ 4,336.00 and PHP 198,900.00	US\$ 2,168.00 and PHP 99,450.00	US\$ 1,084.00 and PHP 49,725.00
Lower School Kindergarten, Grades 1 to 5	US\$ 8,204.00 and PHP 376,812.00	US\$ 4,102.00 and PHP 188,406.00	US\$ 2,051.00 and PHP 94,203.00
Middle School Grades 6 to 8	US\$ 8,784.00 and PHP 403,512.00	US\$ 4,392.00 and PHP 201,756.00	US\$ 2,196.00 and PHP 100,878.00
Upper School Grades 9 to 12	US\$ 9,120.00 and PHP 418,900.00	US\$ 4,560.00 and PHP 209,450.00	US\$ 2,280.00 and PHP 104,725.00

### Additional Fees:

**Capital Development Fee** US\$ 1,575.00  
 A yearly fee for all students. Paid in full upon enrollment regardless of the date.  
 Non-refundable.

**Matriculation Fee** US\$ 3,000.00  
 A one-time fee for new students in Pre-K, Kinder, Grades 1-12. Paid in full upon enrollment  
 regardless of the date. Non-refundable.

**English as Second Language (ESL) Fee** US\$ 1,210.00  
 If support is needed with English fluency; grades 1-8. Paid in full upon enrollment. Non-refundable.

**International Baccalaureate (IB)**  
 Upper School students who intend to sit for the External Exams are billed upon receipt of actual  
 charges. IB Fees are non-refundable. Once the school has billed the fees, students who leave the  
 program will be charged for the total cost.

**Application Fee** US\$ 200.00  
 Per applicant. Paid on the day of scheduled interviews at the Brent Cashier. Non-refundable.

**Payments to Reserve Slots**  
 The following payments are applied to the school fees upon enrollment:

- |                         |   |               |
|-------------------------|---|---------------|
| <b>Slot Reservation</b> | Paid by newly accepted students to reserve their slot. Non-refundable.                          | US\$ 600.00   |
| <b>Wait Pool</b>        | Paid by newly accepted students waiting for a vacant slot. Refundable.                          | US\$ 500.00   |
| <b>Re-Enrollment</b>    | For currently enrolled students to reserve a slot for the following year.<br>Due April 17, 2017 | US\$ 1,000.00 |

Students who pay the required School Fees in full before August 3, 2017 will receive two school uniforms at no cost.

**Contact Information:**

Trunk Lines: + 63 (2) 779-5140, +63 (49) 511-4330 to 33, + 63 (49) 544-5100  
 Direct Line: + 63 (49) 511-4350  
 Fax Number: + 63 (49) 511-4356  
 Mrs. Norina F. Arango, Chief Accountant, [accounting@brent.edu.ph](mailto:accounting@brent.edu.ph)  
 Mr. Michael Panganiiban, A/R Accountant, [billingsection@brent.edu.ph](mailto:billingsection@brent.edu.ph)

All fees are payable by cash, check,  
credit card or wire transfer.

## School Fees Policies

1. It is understood that a student normally enrolls for the entire school year, and all fees for the entire year are due and payable upon enrollment unless other arrangements are made upon enrollment and agreed to in writing by the parent and Headmaster.
2. Fees will not be pro-rated for part of a quarter, regardless of the number of days attended.
3. The Matriculation Fee is to be paid only once by new students upon enrollment. A student enrolling in Nursery will not pay the Matriculation Fee. This fee must be paid when they enter in Pre-Kindergarten.
4. The Capital Development Fee and ESL fee will not be pro-rated, regardless of the date of enrollment.
5. Only Tuition may be paid by quarter or semester. All other fees must be paid on the date due in their entirety.
6. Tuition is NON-REFUNDABLE except in the following cases:
  - a. The parents are transferred out of the region during the school year.
  - b. The student suffers an illness that requires protracted confinement and leaves the Philippines to obtain medical assistance.
7. Capital Development, Matriculation and ESL Fees are non-refundable.
8. The Board rarely grants discounts and there are no discounts for new students. Applications for discounts for returning students will be considered only if there is proven evidence of financial need. However, under no circumstances will discounts be granted for Matriculation or Capital Development fees.
9. Refund policy for Re-Enrollment Deposit:
 

Refund requests received by:		
June 15, 2017	100%	refund
July 14, 2017	50%	refund
August 4, 2017	25%	refund
10. All other fees are due and payable on or before August 7, 2017, or upon enrollment, whichever comes first.
11. Due dates for tuition paid in installments on or before:
 

First Quarter / Semester	August 7, 2017
Second Quarter	October 2, 2017
Third Quarter / Second Semester	January 8, 2018
Fourth Quarter	March 12, 2018
12. Charge for late payments: A penalty assessment of 2% per month (cumulative) will be billed on fees not paid within 30 days from due date.
13. Students who have accounts in arrears at the end of the quarter will not be issued their report cards and will not be re-admitted the following quarter.