



## FIXED ONE-OFF FEES

Application and deposit fees are handled by each school's **Admissions department**.

### Application Fee

A **non-refundable application fee** of £225 must accompany each application form and can be paid online. Payment of the fee does not guarantee admission. The fee covers the administrative work involved in processing an application. Please contact the **Admissions Office** with any questions – see 'CONTACT US' overleaf.

### Deposit Fee

A **non-refundable enrolment deposit** of £1,500 is payable after a student has been accepted in order to reserve a place. The deposit is set against semester 2 tuition charges.

A similar re-enrolment fee is payable in March for existing students in order to reserve a place for the next academic year.

A deposit of £3,000 is required for day students when the period between the date of acceptance and the student's start date is 20 calendar days or less.

### One-Off Capital/Development Fee

A once-only, non-refundable capital/development fee of £1,200 is charged during the first year of each student's enrolment in Grades K-12. The fee contributes towards the maintenance and development of school facilities and is included within the first tuition fee invoice.

## TUITION FEES

Tuition fees are paid per semester; there are two semesters per academic year. Fees include the loan of textbooks, laboratory fees, classroom materials, iPad (up to Grade 8) and curriculum-related field trips that take place within a single day.

High School fees (Grades 9-12) include technical infrastructure to enable students to bring their own laptops to school.



Scan here for  
online version

Grade	Semester 1	Semester 2	Annual
Pre-K (Age 4-5)	£5,320	£5,320	£10,640
Kindergarten (Age 5-6)	£8,935	£8,935	£17,870
Grades 1-2 (Ages 6-8)	£9,535	£9,535	£19,070
Grades 3-4 (Ages 8-10)	£9,570	£9,570	£19,140
Grades 5-6 (Ages 10-12)	£10,990	£10,990	£21,980
Grades 7-8 (Ages 12-14)	£11,085	£11,085	£22,170
Grades 9-10 (Ages 14-16)	£12,150	£12,150	£24,300
Grades 11-12 (Ages 16-18)*	£12,200	£12,200	£24,400

\*For Grades 11 and 12 tuition fees are inclusive of costs involved in university placement including transcripts, diplomas, and university/career planning, however they exclude exam fees and university application fees. Please see overleaf for further details.

## BUSING FEES

ACS Hillingdon Transportation Department works closely with families to transport their children safely and efficiently between home and school. We offer door-to-door (home-to-school) and shuttle (pick up from a central point) services.



Scan here for  
Busing Map

### Door-To-Door

	ZONE 1		ZONE 2		ZONE 3	
Type	Per Semester	Annual	Per Semester	Annual	Per Semester	Annual
Single	£930	£1,860	£1,035	£2,070	£1085	£2,170
Return	£1,450	£2,900	£1,590	£3,180	£1,690	£3,380

### Shuttle Service

See busing maps for details.

	ZONE 1		ZONE 2		ZONE 3	
Type	Per Semester	Annual	Per Semester	Annual	Per Semester	Annual
Single	£410	£820	£510	£1,020	£555	£1,110
Return	£625	£1,250	£775	£1,550	£860	£1,720

## INVOICES & PAYMENT METHODS

### Invoices

ACS sends invoices twice a year (once per semester). Invoices are handled by the **School Fees Office**.

Invoices for the 2018-19 academic year will be issued and due on the following dates:

1 <sup>st</sup> Semester Invoice issue date:	<b>7<sup>th</sup> June 2018</b>
1 <sup>st</sup> Semester Invoice due date:	<b>21<sup>st</sup> June 2018</b>
2 <sup>nd</sup> Semester Invoice issue date:	<b>2<sup>nd</sup> November 2018</b>
2 <sup>nd</sup> Semester Invoice due date:	<b>16<sup>th</sup> November 2018</b>

### Payment Methods

ACS accepts any of the debit and credit cards below.



- Sterling (GBP) cheque drawn on a UK bank account, made payable to ACS International Schools Ltd.
- US Dollar cheque drawn on an American bank account. Please contact the **School Fees Office** for an exchange rate.
- Direct payment (i.e. BACS, wire transfer, etc) into the ACS bank account.

#### A) £ Sterling Only

Bank Name:

NatWest Bank Plc

Account Name: ACS International Schools Ltd

Account Number: 34337199

Sort Code: 60-06-03

Swift Code: NWB KGB 2 L

IBAN: GB62 NWBK 6006 0334 3371 99

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## B) US Dollars Including Domestic & International Wire Transfers

Payment may be made in US Dollars after obtaining an exchange rate from the **School Fees Office**.

Bank Name and Address:

Citizens Bank – 1 Citizens Drive, Riverside, RI 02940 USA

Account Name: ACS International Schools Ltd

Account Number: 1300 03 2801

ABA Number: 011 500 120

Swift Code: CTZIUS33

Please quote the Student Number when making a direct payment.

Please note that any bank charges incurred by payment of your child's school fees will be debited to your child's school fees account and further payment will be required to clear the account.

All emails from ACS International Schools will contain @acs-schools.com as the domain address. If you are unsure an email is from us, please call us to confirm using the phone number on the ACS International Schools website [www.acs-schools.com](http://www.acs-schools.com)

ACS International Schools will always provide separate invoices or statements when asking for payment, which will contain our bank details in the attachment. ACS International Schools will not ask you, via email or phone, to provide payment to alternative bank details. Please feel free to call us to verify the bank details with us using the telephone contact for School Fees on the ACS International Schools' website [www.acs-schools.com](http://www.acs-schools.com)

### Instalment Payment

Monthly payment option plan available for parents paying school fees themselves. For further information please visit our school fees page on our website.

## ADDITIONAL COSTS

### Residential Trips

Overnight field trips are part of the curriculum and the costs are in addition to the school fees. There is one extended field trip per grade level (Grades 4-8), with an expected cost varying between £200-£700 depending on the trip. Other co-curricular trips may include language trips, arts trips or Model United Nations. In addition, there is also an optional ski trip for which there will be a separate charge. Individual details will be issued prior to the trip (ACS parents should direct any payment enquiries to the Divisional Office).

### Exam Fees

External exam fees are also in addition to the school fees with an expected cost of around £700 for the full IB Diploma Programme and £125 per AP exam (ACS reserves the right to amend these fees if examination bodies increase their charges).

Tuition fees for students repeating any part of Grade 12 are available from the **School Fees Office**.

### University Applications

Application fees for US universities vary (between \$50 and \$150 per application). UK universities (UCAS) charge £24.

## Grade 12 Senior Fees

The Senior Fee of £150 covers cap, gown and sash for the Graduation ceremony, plus senior gift and student parent event.

### Lost iPads

Accidental damage is generally covered by ACS International Schools. However, ACS International Schools does not cover lost or misplaced iPads. If an iPad is lost, a charge of up to £400 will be made.

Deliberate damage to iPads or damage through misuse will result in the cost of repair or replacement of the iPad being charged.

All iPads are provided with a safety cover which must not be removed. Lost covers are replaced at the expense of the user.

### Lost Or Damaged Text Books

A set of text books is loaned to each student. At the end of the year, or earlier for transferring students, the books must be returned in the condition in which they were issued, allowance being made for fair wear and tear. A charge will be made for textbooks/library books lost or damaged beyond the accepted standard.

### Food



A hot meal cooked in school and various 'Grab & Go' items are available as an option. Students are also allowed to bring a packed lunch. Scan the QR code for Food and Nutrition details (ACS parents can visit our intranet to find out about making payments).

### Co-curricular Activities

We understand the value of co-curricular activities in helping to provide a well-rounded and balanced school experience. Some activities are free of charge, others incur an additional charge (ACS parents should direct any payment enquiries to the Divisional Office).

## CONTACT US

[www.acs-schools.com/acs-hillingdon](http://www.acs-schools.com/acs-hillingdon)

### For Application & Deposit Fees

ACS Hillingdon Admissions:

Telephone: +44 (0)1895 818402

Fax: +44 (0)1895 818404

Email: [hillingtonadmissions@acs-schools.com](mailto:hillingtonadmissions@acs-schools.com)

### For Tuition, Transport & Capital/Development Fees

The School Fees Office

Telephone: +44 (0)1932 869741

+44 (0)1932 869756

+44 (0)1932 869778

Email: [schoolfees@acs-schools.com](mailto:schoolfees@acs-schools.com)

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