

## SCHEDULE 2.2

### MISCELLANEOUS FEES<sup>1</sup>

Purpose of Fee	Amount (S\$) and When Payable
1. Accommodation Service Fee	S\$60.00 (self-arranged) or S\$160.00 (school arranged) - Upon request of service (Non-Refundable)
2. Admission Test Fee (if required)	S\$300.00 - Payable before sitting the Admission Test (Non-Refundable)
3. Airport Pick up	S\$100.00 – Upon request of service (Non-Refundable)
4. CCA activities Subscription Fee	From S\$50.00 per term depending on type on CCA (subject to changes) - Payment upon joining (Refundable only on prorated basis if service cancelled, otherwise non-refundable).
5. Locker Rental	S\$10.00 (per term) to S\$40.00 (per year) – Upon request of service (Refundable on a prorated basis – provided rental is signed for a minimum of 6 months)
6. Lift / Late Fine	From S\$2.00 to S\$5.00 per fine* – Payable on the same day (Non-Refundable)
7. Library Fine for late return	S\$0.20 per day – Payable on return of book (Non-Refundable).
8. Smoking fine	Up to S\$100 per fine* – payable within 14 days from the offence (Non-Refundable)
9. Loss of library books	Original cost + 10% plus S\$10.00 Administrative Fee – Payment upon report of loss (Non-Refundable)
10. Locker Key Replacement Fee	S\$5.00 - Upon request of service (Non-Refundable)
11. Student Pass Cancellation Fee	S\$30.00 Upon request of service (Non-Refundable).
12. Certificate/Progress Report /Exam Transcripts Fee Replacement Fees	S\$3.00 to S\$5.00 per page - Upon request of service (Non-Refundable).
13. School ID Card Replacement Fee	S\$20.00 – Payable on replacement (Non-Refundable)
14. Transportation recovery fee – CCA/School activities	Minimum S\$1.00 per trip – payable before trip (Non-Refundable)
15. School T-Shirts, Windbreakers and Pullover	From S\$6.00 to S\$45.00 - Payable on Purchase (Non-Refundable)
16. Replacement of Student Pass (applicable to loss of student pass only)	S\$60.00 – Upon Request of Service (Non-Refundable)
17. Reprint of Exam Transcript	From S\$3.00 per page – Upon Request of Service (Non-Refundable)

<sup>1</sup> Miscellaneous Fees refer to any non-compulsory and non-standard fees which the student will pay only when necessary or applicable. Such fees are normally collected on an ad-hoc basis by the PEI when the need arises.

## SCHEDULE 2.2 - CONTINUED

### MISCELLANEOUS FEES<sup>2</sup>

Purpose of Fee	Amount (S\$) and When Payable
18. Purchase and Sale of books (including bound photocopied examination questions and notes)	From S\$1.00 to S\$100.00 per copy – Payable on upon order or receipt of book (Partial Refund only on cancellation of order less cancellation and other charges)
19. School organized overseas trip for students	From S\$300 to S\$3000 per person per trip depending on duration and country – Payable on confirmation of trip (Refundable only if trip is cancelled or withdrawn before travelling subject to cancellation and other charges levied by airline or travel agency etc)
20. IELTS Preparatory Fee (Fee includes textbook for first time registration)	S\$100.00 per term – Upon signing up for IELTS lessons (Non-Refundable)
21. IELTS Examination Fee	S\$350.00 per test – Upon registration (Non-Refundable)
22. Extension of Social Visit Pass	S\$40.00 – Upon request of Service (Non-Refundable)
23. Application of Long-term Social Visit Pass	S\$60.00 – Upon request of Service (Non-Refundable)
24. Photocopy Charge	From S\$0.20 per page – Upon Request of Service (Non-Refundable)
25. Download of Document plus Printing Cost	S\$1.00 a page – Upon Request of Service (Non-Refundable)
26. Local/International Fax	S\$0.50/S\$1.00 per page – Upon Request of Service (Non-Refundable)
27. Administrative Fee – Instalment payment scheme	S\$300.00 for two instalments S\$400.00 for three instalments S\$450.00 for four instalments S\$600.00 for five or more instalments - Upon approval to be paid with first instalment school fees (Non-Refundable)
28. Other Administrative and Service Fee	From 10% of the Total Value of Transaction
29. Penalty – Late Submission of Assignment within 4 weeks of due date	From S\$60.00 to S\$120.00 (Non-Refundable)
30. Request for re-assessment of HND BTEC assignments after the allowed or extended due date	S\$700.00 per assignment/subject – Upon request and approval by Edexcel (Non-Refundable)
31. Change of Course Admin Fee	S\$200.00 per change (Non-Refundable)
32. Two-Day Champ Camp	S\$100.00 – Payable with school fees (Non-Refundable)
33. 4-Passport size photos	S\$5.00 – Upon request of service (Non-Refundable)

Please note: All Fees and Charges are subject to Annual Review and 7% GST except fines\*.

**Updated 17 December 2011**

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