



Tuition Fee Payment Scheme

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Approved by:	Mr Abdul Ghafoor Ahmad, Head teacher

CONTENTS

Tuition Fee Payment Scheme.....	1
Overview of Annual Tuition Fees.....	2
Breakdown of Education Cost.....	3
Resources Fee.....	3
Sibling Discount Scheme.....	4
Financial Assistance	4
Frequently Asked Questions.....	5/6

(UPDATED) TUITION FEE PAYMENT SCHEME

Dear Parent / Guardian,

I pray this finds you in the best of health.

A CHALLENGING YEAR

During the last year, many of us have faced unprecedented challenges and struggles and had to adapt to a sudden change of circumstances in our private and public life. No one could have predicted these times, however, I hope and pray that the worst is behind us and we continue to grow stronger as a community.

During these difficult times, our children's education was also impacted. With the temporary closure of schools and the quick transition to online learning was no easy task. However, our ability to positively react and adapt to sudden change proved that we are stronger than we thought. We all worked hard, parents and staff alike, to continue to provide quality education to all our students and for this; I acknowledge the efforts of everybody concerned.

After everything we have been through as a community, with all the financial struggles we have faced, Al Khalil College has made some changes to the way it collects student tuition fees.

Historically, tuition fees have been paid in four equal instalments. One instalment contributed to a deposit and the remaining three instalments were paid during each school term. These payments have proved challenging for some, so we have decided it's best to move away from this method.

IMPORTANT TUITION FEE UPDATE

To make paying tuition fees as viable, easy and affordable as possible, we will now be collecting tuition fees on a **monthly basis**. These regular but smaller payments will simplify administrative procedures for the school and make it easier for families to accommodate budgeting for their child's tuition fees.

A detailed breakdown and answers to your queries can be found in this booklet.

This new scheme will be implemented from the beginning of the 2021/2022 Academic year.

We at Al Khalil, would like to take this opportunity, to thank you for your continued support and patience.

Kind regards,



Mr Abdul Ghafoor Ahmad
Headteacher

OVERVIEW OF ANNUAL TUTORING FEES

	CUMULATIVE PAYMENT* →												ANNUAL AMOUNT PAID*
	1	2	3	4	5	6	7	8	9	10	11	12	
	1	2	3	4	5	6	7	8	9	10	11	12	
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
S1	190	380	570	760	950	1140	1330	1520	1710	1900	2090	2280	
S2	190	380	570	760	950	1140	1330	1520	1710	1900	2090	2280	
S3	211	422	633	844	1055	1266	1477	1688	1899	2110	2321	2532	
S4	211	422	633	844	1055	1266	1477	1688	1899	2110	2321	2532	
S5	232	464	696	928	1160	1392	1624	1856	2088	2320	2552	2784	
S6	253	506	759	1012	1265	1518	1771	2024	2277	2530	2783	3036	
	DEPOSIT												

*MONTHLY INSTALLMENT AMOUNT

*CUMULATIVE PAYMENT

*ANNUAL AMOUNT PAID

*DEPOSIT

This is the amount **PAID ON THE 1ST BANKING DAY OF EVERY MONTH** by parent/guardian

This is a breakdown of how much fees have been paid in total up to this month per child

This is the total annual amount paid by parent/guardian per child

The 2 payments for **JULY and AUG** combined are **non-refundable** deposit payments.
 New Students: This payment confirms their place after the admission procedure
 Current Students: This payment confirms their place for the next Academic Year

BREAKDOWN OF EDUCATION COST

This is a breakdown of the total cost for providing education to one student at Al Khalil College:

	AMOUNT PAID BY PARENT/GUARDIAN*	AMOUNT INCURRED BY SCHOOL		
		TOTAL TUITION FEE PER STUDENT*	AMOUNT RAISED BY SCHOOL*	PERCENTAGE SUBSIDISED*
S1	2280	4560	2280	50%
S2	2280	4560	2280	
S3	2532	5064	2532	
S4	2532	5064	2532	
S5	2784	5568	2784	
S6	3036	6072	3036	

****AMOUNT PAID BY PARENT/GUARDIAN***

This is the total annual amount paid by a parent / guardian per child

****TOTAL TUITION FEE PER STUDENT***

This is the total cost to educate one student incurred by Al Khalil College. It should be noted that parent fees contribute to half of the amount it costs to educate one student.

Parents wishing to pay for part/full of the AMOUNT RAISED BY SCHOOL on behalf of their child, can do so by selecting the relevant option in the application form.

****AMOUNT RAISED BY SCHOOL***

To make it financially viable, affordable and easily accessible for all parents, Al Khalil College raises the balance of each students tuition fees through charity fundraising

RESOURCES FEE*

		What is included?
S1	£30	Jotters and Stationery <i>(all items will be given when needed)</i>
S2	£30	
S3	£32	
S4	£32	
S5	£34	
S6	£36	

*The resource fee is **INCLUDED** in the fee paid by the Parent/Guardian. This is not a separate payment.

SIBLING DISCOUNT SCHEME

Al Khalil College offers a sibling discount scheme to families who have more than one child studying at the school.

Parents, who apply for and are accepted at Al Khalil College, will be eligible for a discount of 5% on each of their second and subsequent child's tuition fees.

If one of 2 or more siblings leaves, the sibling discount scheme will be reapplied accordingly.

This means that if only one child remains at the school, no sibling discount will be applied.

If two (of three) siblings remain, the second sibling will receive a 5% discount only.

The siblings discount will be applied in order of age with the eldest siblings considered to be the first. Any discounts will be applied to younger siblings in order of age.

Sibling in School	Discount awarded (on termly fees)
First	0%
Second	5%
Third	10%
Forth	15%

Sibling eligibility – There must be more than one sibling in the school. A sibling is classified as two or more children having one or both parents in common, i.e. a brother or sister.

Cousins – Cousins cannot be classified as siblings and are therefore not eligible for a Sibling Discount.

FINANCIAL ASSISTANCE

Al Khalil College offers a limited bursary scheme for eligible students. Part or full financial assistance will be offered to successful applicants on a competitive basis, Applicants will be means tested and awards will be based on financial need.

To apply, please ask for an application form from the school office or you can download it from <https://www.alkhalilcollege.com/admissions/>

Alternatively, you may email enquiries@alkhalilcollege.com

For more information about our fees structure please contact the school by email or telephone.

Frequently asked Questions

When are fees paid?

Fees are paid on the 1st banking day of every month.

How do I pay fees?

Preferred method of payment is via DIRECT DEBIT, set up by the Parent/Guardian payable to Al Khalil College on the 1st of every month. If a cash payment is to be made, please visit the school office.

Can I set up a standing order instead of Direct Debit?

We recommend setting up a direct debit to simplify administrative procedures ensure that payments reach Al Khalil College in an automated fashion on the same day every month. In a standing order, if there are insufficient funds in the account, the payment will not be sent through and will require the fee payer to manually transfer fees when sufficient funds become available. A standing order does not automatically re-attempt to make payment as soon as funds are available, whereas direct debit does.

What if I do not have enough funds in my bank to pay the direct debit?

It is the fee payer's responsibility to ensure that sufficient funds are available in the account to be debited before the monthly payment date. Al Khalil College will not be responsible for any penalty fees incurred by the fee payer for having insufficient funds.

Will I receive a receipt?

For payments made via DIRECT DEBIT and CASH, a receipt will be sent via SMS or EMAIL.

What are Al Khalil College Bank Details?

Bank Name:	Barclays
Account Name:	Al Khalil College
Account Number:	80686514
Account Sort Code:	20-33-96

What reference shall I put when making a monthly payment?

The reference should be clear enough for the school to recognise which student's fees are being paid. We advise that the Students first and last name / Class / Month being paid for are prioritised in the reference. For example, "Zaid Ahmad S3 July".

What if I have more than one child at the School? What shall I put as the reference?

We would advise that a separate payment is set up for each child to avoid any confusion. However, if this is not easily possible, one lump monthly payment should be made for all siblings, referencing their first names and class. For example, "Zaid S3 Maryam S4 July".

Can I pay my child's tuition fee in one lump sum?

Yes, on the condition that it is paid in full by the 1st banking day of July for the following Academic year. If this is not possible, the monthly instalment amounts must continue to be paid. If an arrangement has been made with Al Khalil College for the lump sum will be paid after the 1st banking day of July, the monthly instalment amounts must continue to be paid until full payment is received. The amount paid until full payment is received will be deducted from the total amount due.

What happens if I miss a monthly payment?

STEP 1	Week 1	FIRST sms reminder		
STEP 2	Week 2	SECOND sms reminder		
STEP 3	Week 3	FINAL sms reminder	Phone call reminder	
STEP 4	Week 4/5	-----	Phone call reminder	Written FINAL notice

FINAL STEP (Step 5)

If no official agreement has been made with Al Khalil College about repayment of tuition fees by the end of the month, Al Khalil College reserves the right to request for the remaining tuition fee to be in FULL by the 1st of the next monthly instalment due date. If this is not paid, this may result in the removal the student from the School register. For this to be applicable, Al Khalil College must follow the above set out procedure.

If my child leaves during the school Academic year, will I be entitled to a refund?

July and Aug payments are non-refundable deposit payments. Once a monthly instalment is made, this also becomes non-refundable. However, the following monthly instalment will not be collected for your child. If this is collected for any reason, such as failure to cancel direct debit, this amount will be refunded, so long as the student did not attend classes.

If my child leaves during the school Academic year, what happens to my direct debit?

It is the responsibility of the parent/guardian to cancel their direct debit for their child (ren) when their education at Al Khalil College discontinues. Any payments received after a student leaves, will be subject to a refund. However, to avoid confusion, the direct debit should be cancelled by the parent/guardian upon discontinuation of education.

The fees for my child have increased due to them moving up year group, what happens to my previous direct debit?

For students going from S2 in to S3, there is a fee increase.

For students going from S4 into S5, there is a fee increase.

For students going from S5 into S6, there is a fee increase.

If your child is moving through the year groups which have a fee increase, it is the responsibility of the parent/guardian to amend the direct debit amount so it aligns with the correct monthly fee. If this is not corrected and the previous, lower amount of fees are paid, Al Khalil College will outstanding balance is paid and the direct debit amount is amended immediately.