



Akhtar International Learning School

Path to Lifelong Learning

School Fee Policy

1. Introduction

At Akhtar International Learning School, we aim to ensure transparency and clarity regarding all fees associated with your child's education. This **Comprehensive School Fee Policy** outlines the fees we charge for the academic year, including tuition, paper funds, term break homework fees, and other related costs.

2. Types of Fees and Payment Structure

The following table provides a breakdown of the different fees applicable to students at Akhtar International Learning School:

Fee Category	Description	Amount (PKR)	Payment Schedule
Registration Fee	This is the primary fee at the time of new enrollment.	1,000	Due at the time of admission registration
Tuition Fee	This is the primary fee for the academic year. It covers teachers' salaries, classrooms, and general education services.	3,000	Due at the start of each month
Paper Fund	This fund covers the cost of paper, stationery, and other materials used in the classroom for assignments, exams, and projects.	Varies	Charged at the term basis
Term Break Homework Fee	This fee is for the preparation, printing, and distribution of homework assignments during school breaks.	Varies	Due at the beginning of the academic year
Activity Fee	Covers the cost of extracurricular activities, including sports, clubs, and arts programs.	Varies	Charged annually or per term based on activities
Uniform Fee	Covers the cost of mandatory school uniforms.	Varies	Due at the beginning of the academic year or when uniforms are issued
Book Fee	Covers the cost of textbooks and learning materials for the year.	Varies	Due at the start of the academic year
Field Trip Fee	Covers transportation, entrance fees, and other costs for educational field trips.	Varies	Charged as needed based on field trip schedules

3. Payment Guidelines

- **Tuition Fee Payment:** The tuition fee is the most significant charge and is due at the start of each month. The amount may vary based on the student's grade level and the payment option chosen.
- **Paper Fund and Term Break Homework Fee:** These are one-time charges at the beginning of the academic year. The paper fund ensures the school has enough materials for the students, and the homework fee supports the preparation and distribution of assignments during school breaks.

School Fee Policy

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- **Late Payment Policy:** Any fees not paid by the due date may incur a late fee of [Amount]. Parents will be notified about any outstanding payments.
- **Refund Policy:** Once fees are paid, no refunds will be issued except in cases where a student withdraws before the start of the term. In such cases, refunds will be processed based on the percentage of the term completed.

4. Additional Notes

- **Payment Methods:** Payments can be made through bank transfer, online payment portals, or in-person at the school's finance office. Details for each payment method will be provided.
- **Communication:** Parents will receive a detailed breakdown of fees at the start of each academic year and will be reminded of upcoming fee payments through emails or notifications.
- **Scholarships & Financial Aid:** The school may offer merit-based or need-based scholarships to eligible students. Please contact the school's finance department for more details on scholarship opportunities.
- **Fee Adjustments:** Any changes to the fee structure (if applicable) will be communicated in advance. Parents will be given sufficient notice for any increases or new charges.

5. Acknowledgment of Fee Policy

By signing below, parents/guardians acknowledge and agree to the fee structure and payment guidelines outlined in this policy.

Parent/Guardian Name	_____
Signature	_____
Date	_____

Conclusion

This **Comprehensive School Fee Policy** ensures clarity and transparency for all parents regarding the various fees required at **Akhtar International Learning School**. We aim to provide a high-quality education, and these fees help support the various resources and services needed to deliver this experience. If you have any questions about fees or payment methods, please contact the school's finance department.

This comprehensive policy not only helps in organizing the various types of fees but also ensures that all parents understand what they are being charged for, when the payments are due, and how to make payments.

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