



Silver Oaks Schools & College

www.silveroaks.edu.pk

INTERNATIONAL COMMUNITY CAMPUSES

COST INFORMATION SHEET (South Punjab Campuses)

(ACADEMIC SESSION July 2023 to June 2024)

INTEGRITY PRINCIPLE BRAND PROMISE: NO MANDATORY EXTRA COSTS OR INCREASE IN THE ACADEMIC YEAR FEE

CHARGES & PAYMENT POLICY

(All conversations MUST only be about child development)

Fee Particulars (Rs.)	Preschool (P.N-KG)	Primary (1-5)	Middle (6-7)
Registration Fee (Non-Refundable)	2,000	2,000	2,000
Security Fee (Non-Refundable)	8,780	9,475	9,920
Admission Fee (Non-Refundable)	10,780	11,475	11,920
Monthly Tuition (12 Months)	9,535	10,200	10,505
Termly HCD Tuition (3 Terms)	4,975	5,900	6,060

Non-refundable Registration Fee is paid to reserve a place for commencing the admission process. Non-refundable Admission Fee is paid when admission is granted. Non-refundable 1st Year Security Fee covers security measures already in place. Registration plus Security & Admission Fee amounts are in accordance with law i.e. each is equivalent to a one-month Base & HCD Tuition Fee.

Tuition Fee has TWO COMPONENTS: (1) Monthly Base Tuition Fee for Core Subjects; (2) Term Tuition Fee for Holistic Child Development (HCD) Taught Program (Fee for each Term). All paid fee amounts are non-refundable.

Academic Year 2023-24 Fee Payment SCHEDULE

PAYMENT OVER 12 Months – July 2023 to June 2024

Monthly by 10th of every Month July 2023 to June 2024	Termly (HCD) Tuition Fee due on 10th of 1st month of each Term (or in the month of Admission for New Pupils)
Preschool Level Rs. 9,535	Term 1 (Aug): Rs. 4,975 Term 2 (Nov): Rs. 4,975 Term 3 (Mar): Rs. 4,975
Primary Level Rs. 10,200	Term 1 (Aug): Rs. 5,900 Term 2 (Nov): Rs. 5,900 Term 3 (Mar): Rs. 5,900
Middle Level Rs. 10,505	Term 1 (Aug): Rs. 6,060 Term 2 (Nov): Rs. 6,060 Term 3 (Mar): Rs. 6,060

COST DECLARATIONS: The Annual Security Fee (for existing enrolled pupils) is not currently charged or included here. However, the school reserves the right to introduce this fee head during the year within the permissible limits of the law. The policy is reviewed annually

FREE REMEDIAL MANAGEMENT: The school organizes & pays the cost of staff availability for extra 30-minutes every day & one Saturday a month, for remedial management. **TO ENSURE THAT NO PRIVATE TUITION IS REQUIRED. CONDITION: IF A CHILD MISSES AN ARRANGED SESSION: Rs. 250 per missed session on a weekday & Rs. 500 for missed remedial Saturday WILL BE CHARGED in the next month's voucher TO COVER FOR TEACHER'S COST OF TIME ALLOCATED FOR REMEDIAL MANAGEMENT AT SCHOOL.**

ADDITIONAL EXTERNAL EVENTS (OPTIONAL & LIMITED BY NUMBER OF PLACES AND / OR SUBJECT TO SELECTION) : When external & valuable child development opportunities arise (external competitions; school trips; visits), actual cost plus nominal administration charge is advised to parents, **FOR APPROVAL OF COST.** However, even after cost approval for the child's participation by parents, **AUTHORITY FOR SELECTION TO PARTICIPATE IN THE EVENT SOLELY RESTS WITH THE SCHOOL MANAGEMENT & PARTICIPATION IS NOT AUTOMATIC.**

POLICY FOR RE-ISSUANCE OF VOUCHERS OR DEFAULT

TIMELY PAYMENT, FOR EDUCATION & DEVELOPMENT SERVICES PROVIDED BY THE SCHOOL, IS A CONTRACTUAL OBLIGATION UNDERTAKEN BY PARENTS AT THE TIME OF COMMENCING EACH ACADEMIC YEAR, and subject to the principles and terms laid out in this cost sheet (reviewed and advised before the start of every academic year, AND NEVER DURING THE ACADEMIC YEAR). In case of delay in payment of dues, by parents, beyond the monthly payment due date (10th), the institution incurs both financial and administrative cost for re-issuance of vouchers and the cost, therefore, must be borne by defaulting parents. The schedule of financial charges, applicable for the issuance of revised vouchers, is as follows:

Fee payment is due between the 1st and 10th of every month. Only an invoiced fee is charged. After the 10th, Rs 100/- fine per day is imposed from the 11th till the issuance of the new voucher. Rs 2000/- fine will be included for the month where the fee remains unpaid. Voucher validity ends on the 20th of each month after which only online payment can be made. Download the fee voucher via portal "parents.alhazentech.com".

After the due date of the second month of default, a pupil with a two-month default will be deregistered from the school.

Board Classes: Pupils who have fallen behind on their fee will not be issued a roll number slip for the final board exam.

SCHOOL BOOKS, NOTEBOOKS & ALL FORMS OF STATIONERY

Parents are required to purchase ALL EDUCATION materials, as given in the Book & Stationery List, from the OPEN-MARKET at market-based pricing.

The booklist includes books as well as notebooks and stationery items and materials required by each pupil for receiving education. The list has been provided to ALL suppliers who have been a part of the approved supplier list in the previous year/years and have signed acceptance of the terms, which are included in the booklist and included in the pack for transparency. **THE SCHOOL HAS NOT INDICATED PREVIOUSLY & NOR WILL, GOING FORWARD, INDICATE ANY PREFERRED SUPPLIER. PARENTS ARE FREE TO SOURCE ALL REQUIRED MATERIALS, THAT MEET THE BRAND REQUIREMENTS, AS THEY DEEM FIT.** Owing to the market suppliers based in Rawalpindi, the school will issue separate vouchers for the cost of uniforms and notebooks, purchase them from the market suppliers, and provide them to parents on deposit of the Bank Receipt, commencing Term-1 of the academic year. This is aimed at assisting parents in New Geographies.

PLEASE NOTE THAT THE LIST OF ITEMS IS AN ESTIMATED REQUIREMENT OF NOTEBOOKS, FOLDERS & STATIONERY FOR EACH GRADE & MAY CHANGE DURING THE YEAR.

UNIFORM GUIDE (SAMPLE IS DISPLAYED AT EVERY CAMPUS - NO CHANGE)

LIKE BOOKS, NOTE BOOKS & STATIONERY, PARENTS ARE EXPECTED TO SOURCE UNIFORMS FROM ANY VENDOR THEY DEEM FIT, KEEPING IN VIEW THAT THE UNIFORM SHOULD BE IDENTICAL TO THE APPROVED VERSION. A FULLY COMPLIANT UNIFORM IS NECESSARY FOR PUPILS TO SIT IN CLASS.