



INTERNATIONAL  
SCHOOL  
RIYADH

## FEES POLICY 2024-2025

Updated September 19, 2023  
*Fees Policy approved by the Ministry of Education*

# SEK International School Riyadh

## FEES POLICY

### ACCEPTANCE OF THE FEES POLICY TERMS AND CONDITIONS

Indication of acceptance of the fees policy on the Application Form indicates that this policy has been read and all terms and conditions accepted.

### ADMISSION FEES

*All fees are for each individual child.*

#### **Application and Reservation Fee**

Once the child's application is accepted, a non-refundable Reservation Fee of SAR 6,000 SAR (6,900 SAR including VAT for non-Saudis) should be paid to confirm acceptance of the place. After a place has been offered, families have 5 business days in which to reserve the student's place by making payment for the reservation fee. If the reservation fee is not received during that time, the place will not be held. The Reservation Fee will be discounted from the first tuition payment once the student is enrolled and is attending class. If a family would like to reserve a place in school for the 24/25 school year, for after the first term, they are responsible for paying the first term fees.

### TUITION FEES – 2024/2025 Academic Year

| Grades                  | Tuition Fees   |                | Tuition Fees (VAT included) |                |
|-------------------------|----------------|----------------|-----------------------------|----------------|
|                         | Annual Payment | Per Term (x 3) | Annual Payment              | Per Term (x 3) |
| <b>Nursery</b>          | 30,600         | 10,200         | 35,190                      | 11,730         |
| <b>Pre-K1 (PYP 1)</b>   | 43,500         | 14,500         | 50,025                      | 16,675         |
| <b>Pre-K2 (PYP 2)</b>   | 45,500         | 15,167         | 52,325                      | 17,442         |
| <b>KG (PYP 3)</b>       | 49,000         | 16,333         | 56,350                      | 18,783         |
| <b>Grade 1 (PYP 4)</b>  | 52,000         | 17,333         | 59,800                      | 19,993         |
| <b>Grade 2 (PYP 5)</b>  | 60,000         | 20,000         | 69,000                      | 23,000         |
| <b>Grade 3 (PYP 6)</b>  | 62,000         | 20,667         | 71,300                      | 23,767         |
| <b>Grade 4 (PYP 7)</b>  | 63,000         | 21,000         | 72,450                      | 24,150         |
| <b>Grade 5 (PYP 8)</b>  | 64,500         | 21,500         | 74,175                      | 24,725         |
| <b>Grade 6 (MYP 1)</b>  | 65,500         | 21,833         | 75,325                      | 25,108         |
| <b>Grade 7 (MYP 2)</b>  | 67,500         | 22,500         | 77,625                      | 25,875         |
| <b>Grade 8 (MYP 3)</b>  | 70,500         | 23,500         | 81,075                      | 27,025         |
| <b>Grade 9 (MYP 4)</b>  | 71,000         | 23,667         | 81,650                      | 27,217         |
| <b>Grade 10 (MYP 5)</b> | 71,000         | 23,667         | 81,650                      | 27,217         |
| <b>Grade 11 (DP 1)</b>  | 71,500         | 23,833         | 82,225                      | 27,408         |
| <b>Grade 12 (DP 2)</b>  | 71,500         | 23,833         | 82,225                      | 27,408         |

A 5% tuition fee discount is available for payment of the full year's fees in a single payment before the first day of school in August. This discount is only applicable for students who join the school before October 1<sup>st</sup> of the same school year.

The tuition fees are invoiced as three equal installments to be paid before the beginning of each academic term. 15% VAT is added to the tuition fees, except where regulatory exemptions apply. A 5% tuition fee discount is available for the tuition fees of the third and subsequent children, applicable to the youngest students, enrolled in SEK International School Riyadh. Enrollment for the 24/25 school year ranges from Nursery to Grade 10.

English Language Acquisition (ELA) fees are 3,450 SAR in two-time frames, from September to January and February to June, as long as the service is deemed necessary for the student. ELA services are compulsory when this need is identified during the admission process.

School field trips are not included in the fees, field trip fees are invoiced in the second billing cycle. SEK International School does not guarantee transportation for students.

All students entering Pre K1 must be fully toilet trained before starting school, no diapers are allowed in this grade.

Students who are applying from abroad for upper primary or secondary level grades may be required to do an admissions test in a certified testing center with a required fee of 200 SAR.

#### **PAYMENT SCHEDULE**

*This schedule applies for students joining and attending the school from August 2024 to June 2025. Please note that having outstanding balances may jeopardize your child's enrollment in school for the following term.*

| <b>Installment</b> | <b>Date of Issue</b> | <b>Deadline</b>    |
|--------------------|----------------------|--------------------|
| First Installment  | September 1, 2024    | September 15, 2024 |
| Second Installment | December 1, 2024     | December 15, 2024  |
| Third Installment  | March 1, 2025        | March 15, 2025     |

#### **RE-ENROLLMENT DEPOSIT**

The re-enrollment period for students who will join SEK in the coming school year is notified by the school in the beginning of January. A non-refundable deposit of SAR 4,000 (4,600 SAR including VAT for non-Saudi nationals) for each student is due before February 1<sup>st</sup> of each year to secure a seat for the child for the next academic year. This is deducted from first tuition fee of the following course year. In the case of non-payment within the published time frame, the student's place is not reserved for the following school year.

#### **PAYMENT OPTIONS**

Fees may be paid by:

- Direct Bank Deposit\*
- Bank transfer\*
- Electronic Mada Card

\*For Bank Transfers and Direct Bank Deposits, a copy of the deposit slip or bank transfer should be sent to the Finance Office or sent by email to: [admin@sek.sa](mailto:admin@sek.sa) with the Invoice No. and student name.

#### **Bank Details**

Bank Name: Banque Saudi Fransi

Bank Address: King Abdul Aziz Street, Riyadh, Kingdom of Saudi Arabia Company Name:

**Education Management Corporation Arabia for Education**

Account Number: 81519600153

IBAN: SA565500000081519600153

Swift Code: BSFRSARI

#### **TERMS AND CONDITIONS**

- All tuition fees are billed in advance. They should be settled as per the fee schedule published by the School and must be paid before the due date to ensure continued enrollment in school.
- SEK Riyadh reserves the right to revoke enrollment for the next term or following school year of any student due to non-payment of fees, attendance or behavior that infringes the school policy. This decision will be communicated to the family in a timely manner, at least two weeks prior to the start of the next term, according to the MOE standards.
- Although the school accepts payments from employers, parents are responsible for prompt payment of all school fees.
- SEK International School Riyadh **does not charge** any amount for a Capital or Development Levy.
- If a family would like to communicate the withdrawal a student from SEK, this must be done in writing to **admin@sek.sa** at least two weeks before the start of the next term, otherwise term fees are applicable.
- The refund of any fee is studied case by case, but the general policy is that the termly tuition fee is non-refundable if the student has attended any classes in the corresponding term. Reports and transfer certificates will not be released until all outstanding fees have been settled.
- SEK-Riyadh fees are reviewed annually and are subject to increase. The school will endeavor to give one term's notice of any changes to the fees.
- If a student leaves the school temporarily (subject to the School Principal's approval), fees covering the withdrawal period must be fully paid.
- Students who join the school from the second term are subject to being admitted as auditing students.

The Finance & Administration Team will be pleased to answer all questions related to the Fees Policy, for inquiries please send an email to [admin@sek.sa](mailto:admin@sek.sa)