

GHANA INTERNATIONAL SCHOOL



Est.1955

Our Vision:

A highly respected school, locally and internationally recognized, providing excellent education in a multi-cultural setting that produces responsible global citizens.

Our Mission:

To provide an internationally diverse school experience that instills an understanding of each other, promotes holistic development, life skills and learning through a rigorous curriculum that meets international standards.

Our Motto:

"Understanding of Each Other"

FEE GUIDE FOR 2017-2018 ACADEMIC YEAR

Fees payable are determined by the nationality of the parent or guardian who undertakes to be responsible for the payment of the fees.

FEE CATEGORIES:

There are three (3) main Categories

- **GHANAIAN FEE:** Fees can be paid in cedi equivalent or foreign currency (US dollars or pounds sterling), either by transfers into our accounts department or by cheques drawn on Foreign Currency Accounts with Local/Foreign banks.
- **LONG TERM EXPATRIATE FEE:** The fees for this category should be paid in hard currency (US dollars or pounds sterling) or cedis either by cash/transfers to our accounts or by cheques drawn on Foreign Currency Accounts with Local/Foreign banks.
- **DIPLOMAT FEE / SHORT-TERM EXPATRIATE:** The fees for this category should be paid in hard currency (US dollars or pounds sterling), either by transfers to our accounts or by cheques drawn on Foreign Currency Accounts with Local/Foreign banks.

ADVANCED PAYMENTS OF FEES: Advanced payments can be made only in foreign currencies.

FURTHER INFORMATION

1. All new students MUST have their admission and the term's fees paid prior to enrolment. Fees for continuing students are payable termly and must be paid at the start of term.
2. The penalty for late payment is a 10% levy on the fees. If the fees and penalty are still not paid by the 2nd week of the term, the child will be suspended until full payment is made.
3. A full term's fees are payable irrespective of the actual date of admission, re-entry or withdrawal.
4. Where students will be absent for a full term or up to a full academic year and parents wish places kept, fees must be paid in full for the period of absence. Otherwise, pupils will be considered as new entrants and admitted when a vacancy

occurs, on payment of a new admission fee. Places cannot be held for periods of over one year.

5. Three months written notice is required prior to withdrawal. If no such notice is given, a term's fee must be paid in lieu thereof. Exception to this rule may be made at the discretion of the Principal, if withdrawal is made necessary by the unforeseen transfer of parents.
6. Fees are not refundable in the event of a pupil being expelled, or leaving due to other circumstances.
7. The Directors reserve the right to raise the fees during the course of the school year.
8. Dishonoured cheques will attract a 10% penalty of the face value of the cheque.

REGISTRATION FEES:

All students – US \$100/ GHS equivalent

ADMISSION AND TUITION FEES:

Fee Category	Tuition fees per term (USD)			Admission Fees (USD) (Payable once only)
	Primary	Secondary	Sixth form	
Ghanaian	1,930	2,900	3,200	6,000
Long-term Expatriate	2,625	3,745	4,035	6,500
Short-term Expatriate/ Diplomat	3,746	4,855	5,170	7,000

PAYMENT OF FEES

Exchange Rates:

Whenever the cedi equivalent of fees are to be paid the exchange rate should be obtained from the Cashier of the School.

Registration Fees:

The cedi equivalent of a registration fee shall be paid on the submission of the completed application form.

Admission Fees:

The admission fee shall be paid only when a new student gains admission to the school.

Tuition & Tutorial Fees:

These shall be paid three times per year by all students on or before the start of the term.

Cash Payments:

The School's Cashier does not accept cash payments of school fees. All cash payments, both in cedis and foreign currencies, should be made directly to the School bank accounts. The pay-in-slip, clearly stating the student's name must be presented to the Cashier for a receipt.

Transfers:

Parents who make local or foreign bank transfers into the school's account should forward a copy of the transfer advice to the Accounts Office of the School for a receipt to be issued to them. Transfer advice must state the student's name. **All bank transfer charges must be paid by the parents.**

Cheque Payments:

All payments by cheque or bank draft drawn on both local and foreign banks should be made to the School's Cashier. The cheque should be made out to "GHANA INTERNATIONAL SCHOOL". If a cheque sent for collection attracts extra charges, the school will ask the parent to pay them.

Bank Account

Details of account addresses can be obtained from the Cashier.

CONTACT US:

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Email

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School Address:

Ghana International School

P.O. Box GP 2856

Accra, Ghana

Website:

www.gis.edu.gh

Location:

2nd Circular Road, Cantonments

Accra, Ghana

ACCREDITED BY:

Council of International School and

New England Association of Schools & Colleges

MEMBER OF:

Association of International Schools In Africa (AISA)