

**INTERNATIONAL SCHOOL OF DONGGUAN**  
**Tuition and Fees**  
**东莞文盛外籍人员子女学校学费及杂费**

PAYMENT PLANS(RMB) 年度学费缴纳计划 (人民币)			
Grade Level 入读年级	Single Payment 一次性收费	Semester Plan 按学期缴费	
		Semester 1 第一学期	Semester 2 第二学期
Pre K - JK Pre K至JK年级	126,000	66,000	66,000
SK - G5 SK至五年级	211,000	110,800	110,800
G6 - G8 六至八年级	223,300	117,200	117,200
G9 - G12 九至十二年级	233,600	122,600	122,600
Payment Due Dates 缴费限期	Within 3 working days upon receipt of ISD Admission Letter 收到学校录取通知书之后的3天内		Nov 14, 2025 2025年11月14日
Dec 13, 2024			

**\* Note:** As new Chinese tax policies go into effect, additional tax surcharges may apply as required by law.  
备注: 如中国政府的新税收政策实行, 学校或需遵循政策收取附加税费。

**TUITION**  
**学费**

Includes the cost of all text and resource materials, library and database memberships, high speed/wireless internet access, one PE uniform set, Teacher-led After School Activities, sports and fitness facility access and annual maintenance fees.

学费包含了所有教材、图书资料、网络学习会员、校内高速无线网络、一套ISD体育服、由校内教师授课的课后活动, 以及学校的运动健身设施使用和年度维护费。

**BILLING AND PAYMENT**  
**学费支付通知和付款**

Billing for the school tuition will be sent out via email at least one week prior to each tuition payment due date.

Fees are payable by Wire Transfer/Bank Card. Wire Transfer details can be obtained by contacting

**ISD Accounting Office** ([accounting@i-s-d.org](mailto:accounting@i-s-d.org)).

学校将在每期学费缴纳限期日之前至少一周通过邮件形式向家长发送学费付款通知。学费可以通过银行转账或刷银行卡的形式支付。转账账户详情请邮件咨询**ISD财务部**([accounting@i-s-d.org](mailto:accounting@i-s-d.org))。

## IMPORTANT

### 重要提醒

1. The school must receive the full amount indicated on the invoice. All bank charges related to the payment to ISD must be borne by the sender.  
在以转账形式支付学费的情况下, 银行手续费由家长承担。家长应确保学校收到学费通知单上注明的全部金额。
2. The names and grade levels of all students must accompany the Wire Transfer payment instructions. Copies of the transfer notes should be emailed to **ISD Accounting Office ([accounting@i-s-d.org](mailto:accounting@i-s-d.org))** as the proof of payment.  
家长在转账支付学费时, 请务必在备注栏注明学生姓名及所在班级, 成功转账后请将银行转账回执单通过电子邮件发送给**ISD财务部([accounting@i-s-d.org](mailto:accounting@i-s-d.org))**。

## LATE PAYMENT PENALTY

### 逾期缴费滞纳金

1. On the 1st day following the 'Payment Due Dates' as outlined in the table above, an administrative fee of RMB100 per day will be automatically applied until the tuition payment is received.  
根据以上学费缴纳计划列表中的各缴费期限, 如逾期缴纳学费, 学校将每天收取100元人民币的滞纳金, 直至付清学费为止。
2. On the 20th day following the due date, we will put a hold on report cards, transcripts, and other school records. A notice will be sent home informing the parents that if payment is not received by the 30th day that the student will not be permitted to attend class.  
逾期缴纳学费超过20天, 学校将暂扣学生的学习报告、成绩单以及其他相关记录, 同时会通知家长; 如果逾期缴费超过30天, 学校将给予学生停课处理。
3. On the 30th day, the student will no longer be permitted to attend class until payment has been received.  
从逾期缴纳学费的第30天开始, 学生将被停课, 直至付清学费为止。
4. Questions about bills and payments should be directed to **ISD Accounting Office ([accounting@i-s-d.org](mailto:accounting@i-s-d.org))**.  
如有与学费相关的问题, 请联系**ISD财务部([accounting@i-s-d.org](mailto:accounting@i-s-d.org))**。

## APPLICATION FEE (FOR NEW STUDENTS)

### 入学申请费(新生)

A non-refundable application fee of RMB2,000 (PreK to SK), RMB3,000 (G1 to G12) must be paid in cash to complete the application process. The application fee will not be applied to tuition upon enrollment but may be applied to reapplication later if the student is not accepted. No additional application fee will be charged for students who re-apply for admission within three years.

学生入学申请费(PreK至SK年级2,000元, 1年级至12年级3,000元)为不可退还的费用, 需以现金形式缴纳以完成报名程序。学生入学后该费用不可抵扣学费, 若学生没有被学校录取, 自缴费之日起三年内再次申请入学, 学校将不再收取此项费用。

## OTHER FEES

### 其他费用

#### ENGLISH LANGUAGE LEARNER TESTING FEE

非母语英语(ELL)语言测试费

Applicants whose native language are not English will be required to take a language placement test. While the cost of the initial test is included in the application fee, each additional retake will cost RMB500. 母语非英语的入学申请者将进行英语语言评估测试。入学申请费中包含了首次英语语言评估测试费, 如学生需要重新测试, 每次额外测试的费用为500元人民币。

## LUNCH FEE

### 午餐费用

Students may bring their own lunch or purchase meal plan from the school food service provider. If you wish to subscribe to the meal plan, please contact **Qilin Restaurant** ([restaurantofsd@163.com](mailto:restaurantofsd@163.com)). Further information will be announced regarding daily costs and payment options for 2025-2026.

学生可选择自带午餐或者在学校购买午餐。如果您需要在学校购买午餐, 请联系**麒麟餐厅** ([restaurantofsd@163.com](mailto:restaurantofsd@163.com))。有关2025-2026年午餐定价及缴费方式将另行公布。

## TRANSPORTATION (BUS) FEE

### 校车费

If you need school bus services, please contact the **Bus Coordinator** ([isdreception@i-s-d.org](mailto:isdreception@i-s-d.org)).

如果您需要校车服务, 请联系**校车管理员** ([isdreception@i-s-d.org](mailto:isdreception@i-s-d.org))。

## WITHDRAWAL POLICY

### 退学政策

1. If a student wishes to withdraw from ISD at any time during the academic year, his/her parents must submit a written withdrawal form to the Admissions Office. Continued enrollment is presumed unless an official written withdrawal form has been provided to the Admissions Office. After completing the withdrawal process, the Accounting Office will follow up with outstanding charges and refunds.

学生在一个学年中任何时期有退学需求, 其家长必须向招生办公室提出书面退学申请。在提交正式的书面退学申请表给招生办前, 学校仍视该学生为在读学生。完成退学流程之后, 财务部会跟进学生退费事宜。

#### 1.1 Withdrawal **BEFORE** the School Year 2025-2026 Begins

##### 在学年2025-2026**开学前**完成退学流程

1.1.1 If a withdrawal form is received before 30 May 2025, the full tuition invoiced for next school year will be refunded.

如果学生在2025年5月30日前完成退学流程, 所交学费全额退还。

1.1.2 If a withdrawal form is received between 2 June 2025 and 12 August 2025, the full tuition invoiced for next school year minus a Withdrawal Administration Fee of RMB 20,000 will be refunded.

如果学生在2025年6月2日至2025年8月12日间完成退学流程, 学校将扣除退学管理费20,000元人民币, 并退还所交学费扣除退学管理费人民币20,000元后剩余的金额。

#### 1.2 Withdrawal **AFTER** the School Year 2025-2026 Begins

##### 在学年2025-2026**开学后**完成退学流程

1.2.1 **Decreasing Refund Rule:** For withdrawal occurs after the school year begins, a 10% decrease of the tuition refundable will be applied for each successive enrollment month, while the Withdrawal Administration Fee of RMB 20,000 will remain unchanged. For example:

**退学时间递减规则:** 退学时间每推迟一个月, 可退还的学费比例将递减10%, 同时退学管理费人民币20,000元不变。例如:

- If a withdrawal form is received at any time in September 2025, the school will refund 80% of the

total annual tuition paid, deducting a Withdrawal Administration Fee of RMB 20,000.

如果学生在2025年9月间任意时间点完成退学流程,学校将会退还已缴纳全年学费的80%,并扣除退学管理费人民币20,000元。

- If a withdrawal form is received at any time in October 2025, the school will refund 70% of the total annual tuition paid, deducting a Withdrawal Administration Fee of RMB 20,000.

如果学生在2025年10月间任意时间点完成退学流程,学校将会退还已缴纳全年学费的70%,并扣除退学管理费人民币20,000元。

1.2.2 If a withdrawal form is received at any time in May or thereafter, no tuition will be refunded.

如果学生在2026年5月间任意时间点或之后完成退学流程,学费将不予退还。

2. If the withdrawal form is submitted to ISD during a public holiday, it will be deemed received by ISD on the first day of school following the public holiday.

如果退学申请书在公共节假日发出,则退学申请书将被视为在该公共节假日后上学的第一天收到。

3. Attendance records will not be used to calculate the refund amount.

学校不以学生的考勤记录计算退费金额。

4. In accordance with international schools practice, ISD will not consider the application for refund of students on leave or suspension of study for any reason.

根据国际学校的惯例,学校不予考虑学生因任何原因请假或休学的退费申请。

5. The enrollment of a student is a private contract between the parent and the school. The parent always remains responsible for the payment of all school fees, regardless of any arrangement the parent may have with his/her employer concerning the payment of school fees.

学生报读学校是属于学校与家长之间的私人契约,不牵涉家长和其所在公司之间的员工子女学费支付政策,家长是负责支付所有学校费用的责任人。

6. This "TUITION and FEES 2025-2026" policy applies to all ISD students. Parents acknowledge and agree to the above policies and guidelines. If you have any questions, please contact **ISD Accounting Office** ([accounting@i-s-d.org](mailto:accounting@i-s-d.org)) before paying.

此“2025-2026 TUITION and FEES (学费及杂费)”适用于所有东莞文盛外籍人员子女学校就读学生。学费一经缴纳,则视为家长及学生同意此收费标准。如有任何问题,请在缴费前咨询**ISD财务部**([accounting@i-s-d.org](mailto:accounting@i-s-d.org))。

\* *The English version of this document shall prevail.*

此文件以英文版本为准。