Enrolment for Learning Support Students Policy

a) Admission

Students will be admitted into the Learning Support Program if :

- the Co-ordinator of Student Support Services is satisfied that adequate physical and human resources are available to meet the child's learning needs and that vacancies exist in the most appropriate class, and if
- students requiring Mainstream Learning Support can also be accommodated, in which case the number of students per class receiving Mainstream Learning Support will be dependent on the level of support needed by each student
- vacancies exist in the Student Support Centre (SSC) which can accommodate up to 18 students.

Before a student's admission to a Learning Support group can be finalised, parents must :

- provide an up-to-date copy of a Psychologist/ Specialist/ Pediatric report based on clinical or school testing and evaluation. (N.B. if the Report is not in English, it must be a certified English language translation)
- complete the Learning Support section of the Application Form.
- **agree to enrol all siblings into AIS.**

Important notes :

AIS reserves the right to decline of not to proceed with the enrolment of students requiring learning support and special provisions, should their siblings not be concurrently enrolled at AIS. This policy is implemented to ensure the appropriate and effective allocation of resources and continuity of support for students with additional learning needs. Furthermore, AIS may request confidential references from the student's current and/or previous teacher(s) and/or principal, as deemed necessary to assess the student's educational and support needs.

b) Placement

Placement of a student into a particular Level of Learning Support will be a joint decision of the Co-ordinator of Student Support Services and the Campus Principal.

c) Learning Support Fees

Application Fee

- A one-time non-refundable Application Fee of IDR 2,000,000 per student upon submission of the Application Form.

Registration Fee

- A one-time non-refundable Registration Fee of IDR 5,000,000 per student upon acceptance of enrolment.

Enrolment Notice Deposit (END)

- A one-time Refundable Enrolment Notice Deposit of IDR 5,000,000. This refundable deposit is refundable upon the cancellation of enrolment when written notification is received one calendar month prior to the last day of attendance.

Fees :

- Student requiring Learning Support will be charged the regular tuition fee, along with an additional fee for support services which will be added to the total tuition fees for each student.

Tution Fee

Year Level	Annual Capital Levy	Material & Resources Levy	Tuition Fees (Mainstream Students)			Total Fees to be Paid in one Academic Year (Mainstream Students)		
			Annual Basis (1 payment/year)	Semester Basis (2 payments/year)	Term Basis (4 payments/year)	Total to be Paid for Annual Basis	Total to be Paid for Semester Basis	Total to be Paid for Term Basis
Preschool 3 (3 days a week)	N/A	6.700.000	47.830.000	24.670.000	12.590.000	54.530.000	56.040.000	57.060.000
Preschool 4 (3 days a week)	N/A	6.700.000	53.210.000	27.450.000	14.000.000	59.910.000	61.600.000	62.700.000
Preschool 3	N/A	6.700.000	79.720.000	41.120.000	20.980.000	86.420.000	88.940.000	90.620.000
Preschool 4	N/A	6.700.000	88.690.000	45.750.000	23.340.000	95.390.000	98.200.000	100.060.000
Foundation	21.000.000	6.700.000	112.940.000	58.250.000	29.720.000	140.640.000	144.200.000	146.580.000
Year 1	26.250.000	6.700.000	135.170.000	69.720.000	35.570.000	168.120.000	172.390.000	175.230.000
Year 2	31.500.000	6.700.000	135.170.000	69.720.000	35.570.000	173.370.000	177.640.000	180.480.000
Year 3	31.500.000	6.700.000	141.090.000	72.770.000	37.130.000	179.290.000	183.740.000	186.720.000
Year 4	31.500.000	6.700.000	141.090.000	72.770.000	37.130.000	179.290.000	183.740.000	186.720.000
Year 5	31.500.000	6.700.000	149.420.000	77.070.000	39.320.000	187.620.000	192.340.000	195.480.000
Year 6	36.750.000	9.500.000	166.290.000	85.770.000	43.760.000	212.540.000	217.790.000	221.290.000
Year 7	36.750.000	9.500.000	173.660.000	89.570.000	45.700.000	219.910.000	225.390.000	229.050.000
Year 8	36.750.000	9.500.000	173.660.000	89.570.000	45.700.000	219.910.000	225.390.000	229.050.000
Year 9	52.500.000	10.800.000	175.830.000	90.690.000	46.270.000	239.130.000	244.680.000	248.380.000
Year 10	52.500.000	10.800.000	175.830.000	90.690.000	46.270.000	239.130.000	244.680.000	248.380.000
Year 11	52.500.000	13.450.000	200.260.000	103.290.000	52.700.000	266.210.000	272.530.000	276.750.000
Year 12	52.500.000	13.450.000	200.260.000	103.290.000	52.700.000	266.210.000	272.530.000	276.750.000

Leaning Support Service Fee

- An additional fee for learning support services per student to be added to the tuition fee

Learning Support Service	Learning Support Service Fees		
	Annual Basis	Semester Basis	Term Basis
Individual Education Plan Coordinator	30.550.000	15.760.000	8.040.000
Intensive Learning Support	94.580.000	48.780.000	24.890.000
Supplementary Learning Support	48.910.000	25.230.000	12.870.000

Technology Levy

A one-time non-refundable Technology Levy of IDR 8,000,000 applies for Year 3. The Technology Levy is also applied to new students joining Year 4 to Year 6. A Chromebook computer is included in this levy.

Textbook Deposit

A one-time Textbook Deposit of IDR 4,050,000 is charged to High School students (Year 7 - Year 12). The deposit is fully refundable on return of textbooks & locker key prior to the student's final departure from school. Textbooks and locker key will not be issued until the Textbook Deposit is paid. Fines are imposed for those books which show excessive deterioration in condition or have been lost whilst in the student's possession. Students are required to pay for lost locker keys.

Assessment Fee (OPTIONAL)

Speech- Full CELF/Language Assessment

- A one-time non-refundable assessment fee of IDR 10,200,000 per student upon request for additional evaluation

For students commencing after term starts, the Tuition Fees are calculated on a pro-rata (by term) basis:

- A student who attends during Week 1 to Week 5 of term will be charged the full tuition fee for that term
- A student who attends after Week 5 of the term will be charged a pro-rated tuition fee for that term

Bus Service

-	Annual	Semester	Term
Two Way	42.070.000	21.700.000	11.070.000
One Way	29.450.000	15.190.000	7.750.000