



American International School of Ethiopia

School Fee Policy & Structure (2026/2027)

1. TUITION PHILOSOPHY

The American International School of Ethiopia is committed to delivering high-quality education aligned with international standards. Tuition fees are structured to support:

- Qualified international and local teaching staff
- Modern learning environments and digital classrooms
- Well-equipped libraries and science laboratories
- Student-centered programs and extracurricular activities

2. TUITION FEE STRUCTURE

2.1 Annual Tuition Fees

- **Pre-KG – Grade 6:** 580,000 ETB
- **Grades 7 – 12:** 690,000 ETB

2.2 Quarterly Payment Plan

To support families, tuition may be paid in installments:

- **Pre-KG – Grade 6:** 145,000 ETB per quarter
- **Grades 7 – 12:** 172,500 ETB per quarter

2.3 Payment Plan & Due Dates

Quarter	Period	Payment Due
Quarter 1	August – October	Before June 1st
Quarter 2	November – December	Before November 1
Quarter 3	January – March	Before January 1
Quarter 4	April – June	Before April 1

3. REGISTRATION FEES

- **Returning Students:** 30,000 ETB (non-refundable)
- **New Students:** 60,000 ETB (non-refundable)
- Registration secures the student's placement for the academic year.
- Students are not officially enrolled until registration is completed

4. CURRENCY POLICY

- All payments are made in Ethiopian Birr (ETB)
- Tuition is benchmarked against USD to maintain international standards

5. PAYMENT GUIDELINES

- Tuition payments should be made per student
- Parents must include the student's full name and grade in bank transfer descriptions
- Payments must be completed before the start of each quarter

6. LATE PAYMENT

- Late payments may result in:
 - Restricted access to classes or services
 - Withholding of academic reports
- Continued non-payment may lead to further administrative action

7. Withdrawal & Refund Policy

7.1 Withdrawal Notice

- Parents must submit written notice of withdrawal

7.2 Refund Guidelines

- Registration fees are non-refundable
- Tuition:
 - Before school starts → partial refund may apply
 - After school begins → tuition is non-refundable per term
- No refund for:
 - Absences
 - Suspensions
 - Voluntary withdrawal during a term
- Tuition refunds (if applicable) will follow school administrative guidelines and approval

8. ACADEMIC RECORDS & FINANCIAL CLEARANCE

In line with international school standards:

- Report cards, transcripts, and transfer documents will be released only after full financial clearance
- Students must be financially cleared to:
 - Sit for final examinations
 - Receive certificates
 - Transfer to another school

9. DISCOUNTS & FINANCIAL CONSIDERATIONS

AISE is committed to supporting families while maintaining educational quality. The following options are aligned with international school practices:

9.1 Full-Year Payment Discount

- A discount of 5% may be applied to families who pay full annual tuition in advance
- Applies to **tuition only**

- Must be completed by the official deadline
- Non-transferable and subject to school approval

9.2 Sibling Discount

For families with multiple children enrolled:

- Third child: 5% discount
- Fourth child and above: 10% discount

Conditions:

- Applies to **tuition only**
- Highest tuition is charged at full rate
- Cannot be combined with other discounts

9.3 Corporate & Embassy Agreements

AISE may partner with:

- Embassies
- International organizations
- Corporations and NGOs

Key Features:

- Tuition may be paid fully or partially by the organization
- Terms are defined through formal agreements
- Agreements are reviewed annually

Important:

Parents remain responsible if sponsorship is delayed or incomplete

9.4 Scholarships & Financial Aid

AISE may offer limited financial assistance:

Types:

- Merit-based support

Conditions:

- Requires submission of financial documentation
- Reviewed annually
- Not guaranteed for renewal
- May cover partial tuition only

9.5 Discount Policy Guidelines

- Discounts apply to **tuition only**
- Discounts do not apply to:
 - Registration fees
 - Transportation
 - Uniforms or other services
- Only one primary discount may apply

All discounts:

- Are subject to school approval
- Are reviewed annually
- May be modified or discontinued with prior notice

10. **COMMITMENT TO FAMILIES**

AISE is committed to:

- Maintaining affordable and reasonable fee adjustments
- Providing transparent communication
- Delivering high-quality international education

11. **FINAL PROVISION**

The school reserves the right to:

- Review and adjust policies
- Make decisions in exceptional cases at its discretion



American
International School
in Ethiopia