

Fees, Additional Charges and Refunds Policy for the Academic Year 2025-26

Revised February 2025

1.0 Partnership

TSI International School is a non-profit organisation which provides students with quality education in a safe and caring environment. By enrolling their child at TSI International School, parents understand that they are required to support the operational costs of the school by ensuring fees for tuition and other services are paid on or before dates stated on documents issued by the school.

2.0 Tuition Fees for the 2025-26 Academic Year

2.1 Admission Fees

Little Lions	Nursery – Year 6	Years 7-13
125,000	145,000	115,000

* One-Time, Non-Refundable Fees / A new student's place is not secured until a 50,000 baht deposit has been received.

2.2 Tuition Fees & Other Fees:

	Tuition Fees		General Fee	Resources
	Old Fee structure	New Fee structure		
'Little Lions'	240,000	240,000	included	n/a
Nursery	257,000	260,000	45,000	n/a
Reception	257,000	305,000	45,000	n/a
Year 1	257,000	330,000	45,000	n/a
Year 2	257,000	330,000	45,000	n/a
Year 3	263,000	330,000	45,000	n/a
Year 4	263,000	330,000	45,000	n/a
Year 5	274,000	330,000	45,000	n/a
Year 6	274,000	330,000	45,000	n/a
Year 7	279,000	330,000	45,000	n/a
Year 8	279,000	-	5,000	9,000
Year 9	279,000	-	5,000	9,000
Year 10	287,000	-	5,000	12,000
Year 11	287,000	-	5,000	n/a
Year 12	287,000	-	5,000	12,000
Year 13	287,000	-	5,000	n/a

- **Old Fee Structure:** Students enrolled before April 2024 (and their siblings who join TSI from Little Lions age). These fees will increase by 3-6% each year.
- **New Fee Structure:** Students enrolled from May 2024. The fees for Little Lions – Year 7 are locked until June 2027. Fees for Years 8-13 will increase by 3-6% each year.

2.3 Family Discounts

Tuition Fees:

First child	No discount
Second, Third or more children	20,000 baht discount per child on Tuition Fees

Admission Fees (for siblings joining TSI):

First child	No discount
Second, Third or more children	20,000 baht discount per child on Tuition Fees

2.4 Fees for Mid-Year Admission

- For students joining TSI mid-year, tuition fees will be calculated on a pro-rata basis + five days.

3.0 Additional Fees (Overview)

Additional expenses that parents may incur include:

- School Van Service
- Uniforms
- Field Trips (if more than two/year)
- Overnight Camps
- External Examinations
- Costumes for performances
- ECAs
- Inter-school competition fees
- Summer Activity Programmes
- Specialist learning equipment which students keep (Eg – recorders and pianicas)

4.0 General Fee

4.1 Nursery – Year 7

The General Fee of 45,000 baht/year is a compulsory fee for all Nursery – Year 7 students. While the breakdown will vary between Year Groups, the General Fee covers:

- Food
- Learning Resources
- Accident Insurance
- Field Trips
- Special Events/Activities

The General Fee is not refundable or transferable under any circumstances.

4.2 Year 8 – Year 13

The General Fee of 5,000 baht/year is a compulsory fee for all Year 8 – Year 13 students. The general fees covers:

- Accident Insurance
- Learning resources/consumables (separate from textbooks)
- Field Trips
- Special Events/Activities
- Standardised assessments such as 'CAT4' and 'GL'

The General Fee is non-refundable or transferable under any circumstances.

5.0 Resources Fee (Years 8-13)

- The Resources Fee for students in Years 8-13 are not negotiable, refundable or transferable.
- The Resource Fee is the same for all students in Years 8-9. The fee covers all learning resources required to support the curriculum and external examinations.
- Families of students in Key Stage 4 and Key Stage 5 are required to pay a resource fee at the time of commencing these Key Stages. The fee is the same for all students in the key stage regardless of subject options and covers all learning resources required to support the curriculum.
- The Learning Resources and Subscription Fee does not cover CIE or AQA examinations (IGCSE, AS and A Level).

6.0 Uniforms

- All students in Little Lions – Year 13 are required to wear TSI uniform, including the school jacket.
- Uniform items can be purchased from our school offices.
- Payment must be made at the time of collecting uniform items.

7.0 Van Service

7.1 Primary Years (Wongwianyai and Bearing Campuses)

- Van fees are set by the school's van operators and depend on both the student's residential address and demand in that area. They are not negotiable.
- Parents are required to pay van fees directly to the school by the fifth day of each term. The service will be frozen temporarily if payment is not made by that day.
- Parents pay for their child's seat on the van (not the days that they travel). For example, if a student is not at school because their family is traveling or because they are ill, parents will not receive a credit.
- Students who use the van service one-way only are required to pay 80% of the termly fee.
- Van fees are non-refundable or transferable under any circumstance other than situations where Government mandates require schools to offer a credit.

7.2 Secondary School

- Requests for van services are made through the school.
- Van services are coordinated by independent operators under guidelines set by the school.
- Van fees set by the independent operators are based on the student's residential address and demand in that area. They are not negotiable.
- Parents are required to pay van fees directly to the independent van operator within the first three school days of the month. The service may be frozen temporarily if payment is not made by that day.
- Parents pay for their child's seat on the van (not the days that they travel). For example, if a student is not at school because their family is traveling or because they are ill, the full monthly fee must be paid.
- Students who use the van service one-way only are required to pay 80% of the monthly fee.
- Van fees will not be credited by independent van operators other than situations where Government mandates require schools to offer a credit.

8.0 Student Reports and Special Document Requests

- **Student Reports:**
 - Student Reports are issued electronically. If parents require a printed copy they may request one from the school within one month of the report issue date.
- **Fees for documents - 100 baht/copy:**
 - Student Reports (after one month of issue date)
 - Transcripts
 - Support documents/letters for embassies/banks/other applications
- **Special Document Requests/Time:** Requests for documents must be made in writing (junior@tsi.ac.th / senior@tsi.ac.th). The processing time is within five school days.

9.0 EAL (English Language Support)

- EAL support may be a condition of admission for some new students.
- EAL fees are adjusted for students who join TSI mid-term.
- EAL payments must be made at least three days before the start of each term (or the new student's first day at TSI).
- Future EAL needs are assessed towards the end of each term.

9.1 Wongwianyai Campus EAL Fees:

	Term 1	Term 2	Term 3
Half Programme:	21,000	17,000	13,000
Full Programme:	37,000	30,000	23,000

9.2 Bearing Campus EAL Fees:

	Term 1	Term 2	Term 3
Three periods/week:	16,000	12,000	10,000

10.0 Payment Methods Accepted

10.1 - Bank Transfer / Deposit:

Bearing Campus:	Wongwianyai Campus:
<ul style="list-style-type: none"> • Bank: 'TTB' (TMBThanachart Bank) • Branch: Imperial World Samrong • Account Name: Thai Sikh International School • Account Number: 082-7-65536-6 <p>* Email receipt to finance@tsi.ac.th</p>	<ul style="list-style-type: none"> • Bank: 'TTB' (TMBThanachart Bank) • Branch: Anuwong • Account Name: Thai Sikh International School • Account Number: 930-2-00531-0 <p>* Email receipt to junior@tsi.ac.th</p>

10.2 - Cash/Cheque:

- Paid directly to our offices. Parents are advised to contact the school before making a payment.
- Cheques should be paid to 'Thai Sikh International School'
- Cheques that are post-dated will incur a late fee of 100 baht/day until the date that they can be cleared.

10.3 - Credit Card:

- All credit card payments, except K-Bank 10 months interest free, will incur a 2% fee (bank charge)

10.4 - 10 Months Interest Free (K Bank credit card):

- 10 months interest free is offered to families who have a credit card with Kasikorn Bank only. The school cannot assist with credit card applications.
- This can be used for full tuition fee payments only and cannot be combined with any other payment method.
- For students starting in Term 1, payments must be made 31st July 2025.
- For students who join TSI mid-year, the payment must be made at least three days before the student's first day.

10.5 - Instalments directly through the school:

- The school offers four instalments for students who are enrolled for the full school year. The dates are below. Instalments for students who join TSI midyear are clearly stated on invoices:
 - 1st Instalment: 1st August 2025 (25%)
 - 2nd Instalment: 1st November 2025 (25%)
 - 3rd Instalment: 1st February 2026 (25%)
 - 4th Instalment: 1st May 2026 (25%)

10.6 - Early Bird Payment (2% discount)

- Parents choosing the early bird payment option need to pay other fees on the same day (Admission, General Fee etc). *These additional fees are not eligible for 2% discount.*
- For students starting in Term 1, payments must be made in a single payment on or before 30th July 2025.
- For students who join TSI mid-year, payments must be made in a single payment by the date stated on the invoice.

11.0 Late Payment

- The school clearly communicates due dates for tuition, food and other payments.
- A late fee of 100 baht/day will be charged, without exception, for any late payment to the school.
- The school reserves the right to take any appropriate collection action due to non-payment of fees. This may include the temporary suspension of the student.
- Parents will be liable to pay all costs, fees and charges (including legal fees) incurred by the school in the recovery of any unpaid tuition fees.

12.0 Reserving Your Child's Place for 2026-27 Academic Year

- Parents wishing for their child to continue at TSI in 2026-27 academic year will be required to pay a 20,000 baht deposit by 1st June 2026 or their child's seat may be offered to another student. This deposit will be deducted from the next payment to the school.

13.0 Withdrawal

- Parents must notify the school of their intention to withdraw their child at least four school-weeks in advance by completing a withdrawal form.
- For parents who have paid fees in advance, there will be no refund.
- Parents who opt to pay tuition fees in instalments are required to pay 40%, 70% or 100% of full year fees if their child withdraws during Term 1, 2 or 3 respectively.
- Before school records can be released, any outstanding payments must be cleared and all school property must be returned in good condition.
- Former students who return to TSI will be required to pay applicable admission fees.

14.0 Temporary Withdrawal

- Temporary Withdrawal is subject to approval of the Head of School.
- Parents must acknowledge that the Ministry of Education requires 80% attendance for a student to advance to the next year level. Students whose academic progress falls behind their peers may not be able to advance to the next year level.
- If approved, parents are required to pay 15% of the pro-rata tuition fee during the period of their child's temporary withdrawal.
- If the school is required to move to online learning, students are expected to continue attending classes. This is not grounds for withdrawal (temporary or permanent) unless this becomes an option mandated by government legislation.

15.0 Refunds

- Money paid to the school for deposits, admission fee, tuition fees, general fee, uniforms, resources is non-refundable and non-transferable.
- Money paid to the school for vans (Little Lions – Year 6) and food (Little Lions – Year 7) will be credited during periods of extended closure only if mandated by government legislation.
- In the event that the school is forced to close, or cancel activities, due to adverse circumstances that the school could not reasonably be expected to predict or control, fees will not be refunded.
- The school will consider requests for refunds in exceptional circumstances, e.g. long-term illness of the child or re-location to another country for work. These requests should be made in writing to the Head of School (headmaster@tsi.ac.th). The school's decision will be final.

The school reserves the right to make adjustments to this document during the school year. In the event that any significant changes are made, parents will be notified.