



Utopia International School

We are happy to welcome you to Utopia International School.

Should you need any assistance in applying, please call us at [+2 010 0084 4534](tel:+201000844534) , or email us at admission@utopiais.com it will be our pleasure to help you out.

At UIS, we pride ourselves on an admission process that does not discriminate against any child or family. All children are welcome to Utopia International School. Admission to Utopia International School is based upon the student's application, previous school records and meeting requirements in admission standardized assessments.

Securing a Place:

Upon being accepted into Utopia, 10% of tuition fees are payable within a maximum of 5 working days from getting acceptance. Failure to comply could result in offering your son's/daughter's place to another student.

Remaining fees are scheduled as follows:

❖ First installment	1st April	20%
❖ Second installment	1st June	20%
❖ Third installment	1st August	30 %
❖ Fourth installment	1st December	20 %

Sibling Discounts:

- ❖ 2nd child 5%
- ❖ 3rd child 10%
- ❖ 4th child 15%

Refunds:

In case of withdrawal before the beginning of the academic year, placement test fees, registration fees, book fees and administrative fees will be deducted from any installments paid.

Bus fees are Non- Refundable.

No refunds will be paid once the academic year has commenced.

Methods of Payments:

In addition to payments received at school campus, the school will also accept any of the following alternative methods of payment:

1. Wire transfer or cash deposit into school bank account.
(Bank details are provided when requested by the admissions office via formal mail).
2. Cash at School campus.
3. Visa.

In case of using one of these options, kindly mail a photocopy or screenshot of your transaction voucher to the Finance Department to allow us to confirm receiving your payment.

Attendance Conditional upon Full Payment:

The parent/guardian accepts that a student's entitlement to begin or continue classes at the School is conditional upon payment in full of each term's tuition fees and all other charges for which the parent/guardian is liable.

The parent/guardian shall take full responsibility to ensure that payment is made in full whether or not tuition fees and other charges are paid by the parent/guardian or the employer of one of the parents/guardians.

Administration Charge for Late Payment:

If the parent/guardian does not pay any type of fees or charges due to the School on time, a late payment administration charge of 5% extra charge (on outstanding amount due)

However, this administration charge will not apply if arrangement for late payment has been made with the School prior to the deadline for payment of the relevant fees or charges.