

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 or 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 :

- Students 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.

Tuition Fee

Year Level	Annual Capital Levy	Tuition Fees			Total Fees to be Paid in one Academic Year		
		Annual Basis (1 payments/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)	26.500.000	74.030.000	38.180.000	19.480.000	100.530.000	102.860.000	104.420.000
Preschool 3 (5 days a week)	26.500.000	123.390.000	63.640.000	32.470.000	149.890.000	153.780.000	156.380.000
Preschool 4	26.500.000	160.550.000	82.810.000	42.250.000	187.050.000	192.120.000	195.500.000
Foundation	53.000.000	254.830.000	131.440.000	67.060.000	307.830.000	315.880.000	321.240.000
Year 1	53.000.000	323.300.000	166.760.000	85.080.000	376.300.000	386.520.000	393.320.000
Year 2	53.000.000	333.450.000	171.990.000	87.750.000	386.450.000	396.980.000	404.000.000
Year 3	53.000.000	335.240.000	172.910.000	88.220.000	388.240.000	398.820.000	405.880.000
Year 4	53.000.000	335.240.000	172.910.000	88.220.000	388.240.000	398.820.000	405.880.000
Year 5	53.000.000	342.380.000	176.600.000	90.100.000	395.380.000	406.200.000	413.400.000
Year 6	53.000.000	348.270.000	179.640.000	91.650.000	401.270.000	412.280.000	419.600.000
Year 7	53.000.000	378.220.000	195.080.000	99.530.000	431.220.000	443.160.000	451.120.000
Year 8	53.000.000	378.220.000	195.080.000	99.530.000	431.220.000	443.160.000	451.120.000
Year 9	53.000.000	378.220.000	195.080.000	99.530.000	431.220.000	443.160.000	451.120.000
Year 10	53.000.000	378.220.000	195.080.000	99.530.000	431.220.000	443.160.000	451.120.000
Year 11	53.000.000	389.650.000	200.980.000	102.540.000	442.650.000	454.960.000	463.160.000
Year 12	53.000.000	389.650.000	200.980.000	102.540.000	442.650.000	454.960.000	463.160.000

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 Fee		
	Annual Basis	Semester Basis	Term Basis
Education Plan Coordination & Implementation (REQUIRED)	39.440.000	20.340.000	10.380.000
Learning Support Assistance- Full	129.280.000	66.680.000	34.020.000
Learning Support Assistance- Partial	64.640.000	33.340.000	17.010.000
Speech Therapy (1 hr/wk minimum) Group and/or individual speech therapy sessions	66.990.000	34.550.000	17.630.000
Occupational Therapy (1 hr/wk minimum) Group and/or individual occupational therapy sessions	50.420.000	26.010.000	13.270.000

Technology Levy

A one-time non-refundable Technology Levy of IDR 6,500,000 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

Kemang Area	Annual	Semester	Term
Two Way	54.530.000	28.130.000	14.350.000
One Way	37.320.000	19.250.000	9.820.000
Other Area	Annual	Semester	Term
Two Way	74.600.000	38.480.000	19.630.000
One Way	52.520.000	27.090.000	13.820.000