



علم متميز مع حب المجتمع
Learning Excellence with a Community Heart

Family of Schools

Fee Policy

1. Policy Statement

Payment of all fees is the responsibility of the parents/guardians. Should the employer of a parent/guardian pay fees directly, it is the responsibility of the parents/guardians to coordinate with the employer and ensure payment is made in accordance with this Policy. **Appendix A** sets out the lists of fees and discounts in force as at the date of this Policy and may be supplemented and/or amended from time to time by publication of a revised Policy and subject to the UAE Ministry of Education approval.

2. Fee Notification

Parents/guardians will receive their child's personalized invoice through email and the ISAMS Parent App.

<https://www.rakaonline.org/online-parent-app>

3. Payment Methods

Payment can be processed through the following options:

- RAKBANK Skiplly App; a one-stop solution for payment of all fees at RAK Academy.
<https://www.rakaonline.org/online-app-payment>
- Credit Card, or Cheque (payable to RAK ACADEMY).
- Bank transfer/ standing instruction/ direct cash deposit.
- Cash payment up to AED 50,000 per term per family.

The student name, grade, and invoice number should be entered on payment. This is to ensure payments can be traced and tracked. An emailed, scanned copy of the bank deposit slip to be sent to accounts@rakacademy.org. All fees paid should be net of bank charges. RAK Academy will not be liable for banks charges, if any.

Bank Details:

Account Name	: RAS AL KHAIMAH ACADEMY
Account Number	: 0002-116084-001
Bank Name	: RAK Bank
Bank Address	: Nakheel, Ras Al Khaimah, United Arab Emirates
Swift Code	: NRAKAEAK
IBAN NO.	: AE-87-040-0000-002-116084-001
Currency	: AED

4. Fees

a. Application Fee

A non-refundable, non-deductible application fee of AED 500 is payable upon the initial application made to the School. Initial assessment cannot take place until this fee has been paid. Following the assessment, the school may or may not, at its sole discretion, offer a seat at RAK Academy.

b. Registration Fee

Once a seat is offered, and in order to secure the seat for the next academic year, parents of new and returning students **are** required to pay a registration fee (please see **Appendix A** for the list of fees) for the next academic year, which is deducted against the first term's fees. Until such time as the registration fee is received, the seat is not secure and may be sold to another child. As soon as the registration fee is received, the parent will be notified and the seat is blocked for the next academic year.

c. Tuition Fee

Parents/guardians will be invoiced before each term the term tuition fee (please see **Appendix A** for the list of fees).



Tuition should be paid by due date for full year or on a termly basis. A 5% discount will apply to those who pay full year by Term 1 due date, and a 3% discount will apply to those who pay Term 3 tuition by the Term 2 due date.

If a student joins the school in the middle of a term, the tuition fee applicable will be prorated, based on the number of full months (commencing from the beginning of the joining month) remaining and unexpired in the term.

Parents/guardians are responsible for ensuring the School fees are paid on time as per **Appendix A. Students who have not paid fees on time will not be allowed to enter the classroom and will be asked to return home immediately.** Failure to pay fees on time may result in a loss of the student's place at RAK Academy, withholding of their reports, references, and/or examination results, as well as, temporary or permanent exclusion.

d. Examination Fee

Tuition fees do not include examination fees for any external examination (i.e. IGCSE, 'A' levels and IB diploma). Examination fees for Grades 10, 11, and 12 are billed separately and are based on number and type of qualification selected. Parents/guardians will receive their child's personalized invoice in the Term 2 fee statement of Grades 9 and 11.

e. Transportation Fee

Transportation fees for daily pickup and drop-off will be billed at the beginning of each term but may be paid annually in advance.

5. Non-Payment of Fees

Payment of all fees on time is the responsibility of the parents/guardians. RAK Academy will attempt to contact the families who are late in the payment of fees. However, failure to pay fees on time may result in a loss of the student's place at RAK Academy, withholding of their reports, references, and/or examination results, as well as, temporary or permanent expulsion or exclusion. **Students with any outstanding fees will not be eligible to register for the following academic year.**

If parents/guardians are experiencing financial difficulty paying the fee account, parents/guardians are strongly encouraged to make an appointment with the Director of Finance to discuss these difficulties.

6. Refunds

- a. Tuition Payments: Refunds will be applied as defined in **Appendix B.** Advance payment discounts will be deducted.
- b. Application fees are non-refundable.
- c. Registration fees are refundable provided that a withdrawal application is made in writing to the Admissions office by 1st July. RAK Academy retains the right to ask for further documentation to support your claim. Please note we are unable to offer any refund of the deposit for requests received for requests received after July 1st.

Appendix A. List of Fees and Discounts

Tuition Fee	Term Amount (AED)			Annual Amount (AED)	Educational Resources Fees
Pre-KG	6,800	5,100	5,100	17,000	0
KG 1	9,020	6,765	6,765	22,550	150
KG 2	11,300	8,475	8,475	28,250	250
Grade 1	12,160	9,120	9,120	30,400	400
Grade 2	12,360	9,270	9,270	30,900	900



Grade 3	12,360	9,270	9,270	30,900	900
Grade 4	13,200	9,900	9,900	33,000	1000
Grade 5	13,200	9,900	9,900	33,000	1000
Grade 6	15,700	11,775	11,775	39,250	1000
Grade 7	15,800	11,850	11,850	39,500	1250
Grade 8	16,140	12,105	12,105	40,350	1200
Grade 9	16,480	12,360	12,360	41,200	1300
Grade 10	16,260	12,195	12,195	40,650	500
Grade 11	16,800	12,600	12,600	42,000	1000
Grade 12	16,900	12,675	12,675	42,250	250

Transport Fee	Term Amount (AED)						Annual Amount (AED)	
	Term 1		Term 2		Term 3		One Way	Two Way
	One Way	Two Way	One Way	Two Way	One Way	Two Way		
0-5 km	1040	1400	780	1050	780	1050	2600	3500
6-15 km	1320	1800	990	1350	990	1350	3300	4500
16-25 km	1600	2200	1200	1650	1200	1650	4000	5500
26-35 km	1880	2600	1410	1950	1410	1950	4700	6500

Other Fees	Annual Amount (AED)
Application	500
Registration (deductible)	<ul style="list-style-type: none"> • One Child 5000 • Two Children 4000 each • Three Children or more 3000 each

Discount	Amount
Payment of annual tuition fee by Term 1 due date	5%
Payment of Term 3 fee by Term 2 due date	3%
Sibling tuition fee discount	<ul style="list-style-type: none"> • 3rd Child: 15% of tuition fee • 4th Child: 20% of tuition fee • 5th Child or more: 25% of tuition fee

Appendix B. Tuition Refund



Notice of student withdrawal and application for a tuition refund must be made in person by the parent/guardian to the Admissions Office in the Main Admin Building at gate 02 in Khuzam. Please ensure that you bring your Emirates ID with you.

RAK Academy will process tuition refunds as outlined below, and will apply at its sole discretion:

Student Withdrawal Prior to the Start of the Academic Year	Student Withdrawal During the School Term
If the student has not attended any classes, the balance of Term 1 tuition paid is refunded minus any registration fee made for placing the student on the school's official class list.	<ul style="list-style-type: none"><li data-bbox="850 434 1514 495">• Fees will be charged for 1 full month if a student attends school for 2 weeks or less.<li data-bbox="850 533 1514 622">• Fees will be charged for 2 full months if a student attends school for more than 2 weeks and less than 1 month.<li data-bbox="850 660 1514 721">• Fees will be charged for the full-term tuition if a student attends school for more than 1 month.