



The Perse School (Singapore) Pte Ltd - PUPIL CONTRACT

This Contract binds both the Private Education Institution (PEI) and the Pupil once both parties sign this Contract. If the Pupil is under eighteen (18) years of age, the Pupil will be represented by the Parent/Legal Guardian.

This Contract is made between:

- (1) Registered Name of PEI : The Perse School (Singapore)
: Pte Ltd
Registration Number : 201809267C
- (2) Full Name of Pupil : _____
(as in NRIC for Singapore Citizen (SC) and Permanent Resident (PR) / as in passport for international pupil) *
NRIC Number (for SC/PR) * : _____
Pupil's Pass Number (if available)/
Passport Number (for international pupil) * : _____
- (3) Full Name of Parent/Legal Guardian* : _____
(if Pupil is under eighteen (18) years of age)
NRIC/Passport Number* : _____

* Delete as appropriate by striking through.

Where non-applicable, put "N.A.". Leave no fields blank.

State all dates in the format of DD/MM/YYYY.

1. COURSE INFORMATION AND FEES

- 1.1** The Perse School (Singapore) Pte Ltd will deliver the Course as set out in Schedule A to the Pupil, towards conferment of the stated qualification upon successful Course completion.
- 1.2** The Perse School (Singapore) Pte Ltd confirms that the Course has been permitted by the Committee for Private Education (CPE) and no amendments have been made to the Course as set out in Schedule A, unless otherwise permitted by CPE.
- 1.3** The Course Fees payable are set out in Schedule B and the optional Miscellaneous Fees in Schedule C.

- 1.4** The Perse School (Singapore) Pte Ltd considers payment made after the 7 days after the scheduled due date(s) in Schedule B as late. The Perse School (Singapore) Pte Ltd will explain to the parent(s)/guardian(s) its policy for late payment of Course Fees, including any late payment fee charged in Schedule C (if applicable) and any impact on Course/module completion (if applicable).

2. REFUND POLICY

2.1 Refund for Withdrawal Due to Non-Delivery of Course:

The Perse School (Singapore) Pte Ltd will notify the parent(s)/guardian(s) within three (3) working days upon knowledge of any of the following:

- (i) It does not commence the Course on the Course Commencement Date;
- (ii) It terminates the Course before the Course Commencement Date;
- (iii) It does not complete the Course by the Course Completion Date;
- (iv) It terminates the Course before the Course Completion Date;
- (v) It has not ensured that the Pupil meets the course entry or matriculation requirement as set by the organisation stated in Schedule A within any stipulated timeline set by CPE; or
- (vi) The Pupil's Pass application is rejected by Immigration and Checkpoints Authority (ICA).

The parent(s)/guardian(s) should be informed in writing of alternative study arrangements (if any), and also be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid should the Pupil decide to withdraw, within seven (7) working days of the above notice.

2.2 Refund for Withdrawal Due to Other Reasons:

If the Pupil withdraws from the Course for any reason other than those stated in Clause 2.1, The Perse School (Singapore) Pte Ltd will, within seven (7) working days of receiving the Pupil's written notice of withdrawal, refund to the parent(s)/guardian(s) an amount based on the table in Schedule D.

2.3 Refund During Cooling-Off Period:

The Perse School (Singapore) Pte Ltd will provide the parent(s)/guardian(s) with a cooling-off period of seven (7) working days after the date that the Contract has been signed by both parties.

The parent(s)/guardian(s) will be refunded the highest percentage (stated in Schedule D) of the fees already paid if the Student submits a written notice of withdrawal to The Perse School (Singapore) Pte Ltd within the cooling-off period, regardless of whether the Pupil has started the course or not.

3. ADDITIONAL INFORMATION

- 3.1** The laws of Singapore will apply to how this Contract will be read and to the rights the parties have under this Contract.
- 3.2** If any part of this Contract is not valid for any reason under the law of Singapore, this will not affect any other part of this Contract.
- 3.3** If the parent(s)/guardian(s) and The Perse School (Singapore) Pte Ltd cannot settle a dispute using the way arranged by The Perse School (Singapore) Pte Ltd, the parent(s)/guardian(s) and The Perse School (Singapore) Pte Ltd may refer the dispute to the CPE Mediation-Arbitration Scheme (www.cpe.gov.sg).
- 3.4** All information given by the parent(s)/guardian(s) to The Perse School (Singapore) Pte Ltd will not be given by The Perse School (Singapore) Pte Ltd to anyone else, unless the parent(s)/guardian(s) signs in writing that he agrees or unless The Perse School (Singapore) Pte Ltd is allowed to give the information by law.
- 3.5** This agreement shall be read with The Perse School (Singapore) Pte Ltd's Terms and Conditions. If there is any other agreement between The Perse School (Singapore) Pte Ltd and the Pupil that is different from the terms in this Contract, then the terms in this Contract will apply.
- 3.6** If the Pupil or The Perse School (Singapore) Pte Ltd does not exercise or delay exercising any right granted by this Contract, the parent(s)/guardian(s) and The Perse School (Singapore) Pte Ltd will still be able to exercise the same type of right under this Contract during the rest of the time the Contract continues.
- 3.7** If this Contract is also signed or translated in any language other than English and there is a difference from the English language copy of this Contract, the English language copy will apply.
- 3.8** The Perse School (Singapore) Pte Ltd's Terms and Conditions form part of the PEI-Pupil Contract and form the basis of a legal contract for educational services.

SCHEDULE A
COURSE DETAILS

1) Course Title	Primary School Education Year
2) Course Duration (in months)	9 months total
3) Full-time or Part-time Course	Full time course
4) Course Commencement Date	August 2021
5) Course Completion Date	July 2022
6) Date of Commencement of Studies if later than Course Commencement Date Note: "N.A." if both dates are the same	
7) Qualification <i>(Name of award to be conferred on the Pupil upon successful Course completion)</i>	Graduation Certificate (Upon completion of Year 6 at The Perse School Singapore) *Cambridge Primary Checkpoint for English, Mathematics & Science (Statement of Achievement from Cambridge)
8) Organisation which develops the Course	Cambridge International Curriculum
9) Organisation which awards/ confers the qualification	The Perse School (Singapore)
10) Course entry requirement(s)	Initial admission and entry to the school will be determined by required fluency in the English Language, minimum age requirement of five years of age (before the 1 st September), and taking The Perse School Placement Assessment and/or providing most recent academic report card that demonstrates adequate performance. Every child will be accessed on their own individual merit.

	In addition, admission and entry considerations are also set out in Section 3 of The Perse School (Singapore) Pte Ltd's Terms and Conditions
11) Course schedule with modules and/or subjects	<p>Course content will follow the Cambridge International Primary Curriculum and The Perse School Singapore will publish English, Mathematics and Science curriculum on the school website. Please note: Cambridge International Primary learning goals will also be applied to English and Mathematics.</p> <ol style="list-style-type: none"> 1. English 2. Mathematics 3. Science 4. Mandarin 5. Humanities 6. Music 7. Art & Creation 8. Physical Education 9. Global Perspectives 10. Digital Literacy 11. PSHE (Personal Social Health Education)
12)	<p>23rd August 2021 – Term begins 18th October 2021 – Term 1 half-term break begins 22th October 2021 – Term 1 half-term break ends 4th November 2021 – Diwali 10th December 2021 – Term 1 ends 20th December 2021 – Term break begins 7th January 2022 – Term break ends 10th January 2022 - Term 2 begins 31st January – Term 2 half-term begins 1st & 2nd February – Chinese New Year 4th February – Term 2 half-term ends 1st April 2022 – Term 2 ends 4th April 2022 – Term break begins 15th April 2022 – Term break ends 18th April 2022 – Term 3 begins 2nd May 2022 – Hari Raya Puasa 23rd May 2022 - Term 3 half-term break begins 27th May 2022 – Term 3 half-term break ends 6th July 2022 – Term 3 ends 7th July 2022 – Summer break begins</p>

13) Examination and/or other assessment period	<p>The Perse School Singapore will assess pupils throughout the year based on formative assessment. This will be informed by;</p> <ul style="list-style-type: none"> - Regular formal testing for knowledge - Observation of skills - Assessing of written and project work <p>Summative assessments will be on a termly basis. Term 3 summative assessment will be used for transitional purposes.</p> <p>In addition, there will be two opportunities for parent/teacher/pupil conferences to discuss progress and target setting.</p>
14) Expected examination results release date	<p>Reports to parents will consist of the following:</p> <ul style="list-style-type: none"> - Pupil led conference in term 3 allowing pupils a chance to explain their individual learning. - An end of year report on progress against annual targets.
15) Expected award conferment date	N.A.

*** OPTIONAL**

**** MANDATORY**

**SCHEDULE B &
INSTALMENT SCHEDULE**

School Terms: Academic Year 2021/2022			
Term 1 (23rd August - 17th December) + Application, Enrolment & Tech/Facility Fees			
Payment Schedule	Fee Breakdown	Total Payable (including GST)(S\$)	Due Date for Payment
1 st Payment	One-time non-refundable application fee	\$250.00	Acceptance Date
	One-time non-refundable enrolment fee	\$500.00	
	Yearly Technology, Material & Facility fees, non refundable	\$1,750.00	
	Subtotal	\$2,500.00	
	Tuition Fees	\$8,333.34	
	Less Fee Waiver 15%	\$7,083.34	
	Subtotal	\$9,583.34	
	7% GST	\$670.83	
	Total Course Fees Payable	\$10,254.17	
Term 2 (10th January 2022 - 1st April 2022)			
2 nd Payment	Tuition Fees	\$8,333.34	15 th November 2021
	Less Fee Waiver 15%	\$7,083.34	
	7% GST	\$495.83	
	Total Course Fees Payable	\$7,579.17	
Term 3 (18th April - 6th July 2022)			
3 rd Payment	Tuition Fees	\$8,333.34	15 th February 2022
	Less Fee Waiver 15%	\$7,083.34	
	7% GST	\$495.83	
	Total Course Fees Payable	\$7,579.17	

****Please note that other miscellaneous fees apply.***

1. Each instalment amount shall not exceed the following:

- ~~12 months' worth of fees for EduTrust certified PEIs*;~~ or
- 6 months' worth of fees for non-EduTrust-certified PEIs with Industry-Wide Course Fee Insurance Scheme (IWC)*; ~~or~~
- ~~2 months' worth of fees for non-EduTrust-certified PEIs without IWC*.~~

* *Delete as appropriate by striking through.*

2. Each instalment after the first shall be collected within one week before the next payment scheduled.

Payment methods:

Payment by cheque which should be crossed and made payable to: The Perse School (Singapore) Pte Ltd.

Other Payment methods:

Bank Transfer: United Overseas Bank 451-310-203-2.

NETS/Cash available at The Perse School Singapore.

PayNow: The Perse School (Singapore) Pte Ltd (UEN: 201809267C).

SCHEDULE C
MISCELLANEOUS FEES³

Purpose of Fee	Amount (with GST, if any) (S\$)
Academic Field Trips Extra-curricular Activities (optional)	S\$30.00 onwards S\$0 onwards**
Learning Support Fee (If applicable)	Fee to be determined in consultation with parents
Uniform/set	Between \$210-\$220 (Price Incl GST)
Issue/Reissue of Identity Card	S\$10.70/person (Price Incl GST)
Administration Fee for Late Fee Payment	2% per month on any overdue amount as per the course fee instalment schedule due dates
Bus Transportation charges	Exact cost will be given depending on address for pick and drop off

1. Miscellaneous Fees refer to any non-compulsory fees which the pupils pay only when applicable. Such fees are normally collected by The Perse School (Singapore) Pte Ltd when the need arises.
2. Miscellaneous Fees are payable by stipulated date in the invoice. Late payment of miscellaneous fees shall be collected as stipulated in section 1.4 of the Course Information & Fees.

** ECAs which are conducted by 3rd party vendors will be billed to parents by the school.

SCHEDULE D
REFUND TABLE

% of [the amount of fees paid under Schedules B and C]	If Student's written notice of withdrawal is received:
100%	more than 12 calendar weeks before the course commencement date. Or Once the school year has commenced, 1 full term's notice must be given no later than the 1 st day of the start of term.
50%	On or before 6 calendar weeks before the course commencement Date.
0%	Less than 6 calendar weeks before the course commencement Date. Or Once the school year has commenced, less than 1 full term's notice is given.

The parties hereby acknowledge and agree to the terms stated in this Contract.
SIGNED by The Perse School (Singapore) Pte Ltd.

B. Richards



Authorised Signatory
Name: Benyna Richards, Principal

School Stamp

SIGNED by the Pupil's parent or legal guardian
(if the pupil is under eighteen (18) years of age)

Name of Parent or Legal Guardian:

Date: