



THE
KING'S
HOSPITAL
SCHOOL

PAYMENT OF FEES

Per the school's Terms and Conditions of entry, as acknowledged by signing the Acceptance Form, all school fees are payable in advance and are due, in full, prior to the first day of term in August and January. The school's preferred payment method is by direct debit in either 2 instalments (1st August and 1st January) or 8 monthly instalments (August to March inclusive). When parents send their children to The King's Hospital School they accept to undertake to pay the school fees in two instalments in August and January or by direct debit over 8 months from August to March.

Payment may be made by direct debit, electronic bank transfer, cash, draft or cheque. The direct debit facility is not available to overseas students. The King's Hospital School does not accept payment via credit or debit card. Due to banking restrictions we can no longer accept coin payments in respect of fee accounts.

The King's Hospital School recognises the significant financial commitment undertaken by parents in educating their children at The King's Hospital School and offers a number of payment options to assist parents with fulfilling their financial obligations.

Option 1 - Direct Debit

The Direct Debit option allows for payment to be either 'half yearly' or by '8 instalments' for all domestic students.

'Half Yearly' instalments are deducted on the 1st August and 1st January each year for the half yearly fees and the extras charged on the fee invoice issued in July and December.

'8 monthly' instalments splits the basic yearly fee into 8 equal instalments deducted on 1st August to 1st March inclusive. Extras are then included in the August and January direct debit instalments in addition to the basic fee instalment.

Failure to meet the direct debit instalments will result in the remaining outstanding balance becoming due in full immediately and a cancellation of the direct debit facility. No interest or administration fee is charged by the school for availing of this facility.

Option 2 – Yearly Fees in Advance Discount

This discount is applicable where payment of the full yearly basic school fee is received before the first day of term in August. The rate of discount to be applied for the year 2021/2022 is 1.25%. Extra's and incidental items listed on the fee invoice(s) are not included in this discount and remain due before the first day of term in August and January.

Option 3 – Capital Fees in Advance Discount

This discount is applicable where payment is received of a number of full year's fees in advance. The rate of discount to be applied is set by the Finance Department. Extra's and incidental items listed on the fee invoice(s) are included in this discount.

PAYMENT OF FEES FOR OVERSEAS STUDENTS

E.U. student fees include a development levy of 20%. Fees are payable half yearly in advance on or before the first day of term in August and January of each year by way of Electronic Funds Transfer to the school bank account.

Non E.U. student fees include a surcharge of 25%. Fees are payable yearly in advance on or before the 1st August by way of Electronic Funds Transfer to the school bank account.

COLLECTION POLICY

All school fees are payable in advance and are due, in full, prior to the first day of term in August and January unless the fee account is being paid through the direct debit payment option.

Under exceptional circumstances, alternative payment schedules may be agreed for families experiencing temporary financial difficulties. The school will consider all circumstances that effect the prompt payment of fees onerous in the short term. The onus is on parents to notify the Finance Department of the requirement for this arrangement as soon as possible.

Alternative payment schedules are only valid when discussed and agreed with the Finance Department and written confirmation of the amended payment schedule and terms have been received. There is no facility available for parents to set their own payment terms.

The awarding of an alternative payment arrangement is contingent on the terms being adhered to in full and does not confer the right of the continuation of the arrangement in following year(s). Failure to meet the agreed terms will result in the cancellation of the arrangement and the remaining outstanding balance becoming due in full immediately.

Defaulting Accounts

Any fees not paid in accordance with the school payment policy, direct debit arrangements or remaining unpaid at the start of term will incur a monthly surcharge of 1.25% for every month unpaid. This will be charged to the fee account and/or deducted from any deposit or fee refund due.

Fee accounts must be kept up to date in order to secure the student's place in the school from year to year. Failure to pay fees by the due date, in the absence of an alternative payment schedule agreed in writing with the Finance Department, may lead to the student's withdrawal from the school. Students may not be permitted to use school facilities or to sit the state examinations if the fee account has not been paid in full and it is deemed inadequate co-operation has been received from parents in fulfilling their financial obligations.

The decision to withdraw a student from the school will be communicated to parents one month before the end of term in question to allow sufficient time to make alternative arrangements for the student.

For further information or clarification on fees or fee support please contact:

Mrs Carly Lynch
Accounts Administrator

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