

DELHI INTERNATIONAL SCHOOL

FEE PAYMENT POLICY

1. Fee Structure and Payment Schedule

1. The school fee shall be payable on a quarterly basis in four instalments during the academic session.
2. The quarterly fee payment schedule shall be as follows:
 - * First Quarter: April – June | Due Date: 10th April
 - * Second Quarter: July – September | Due Date: 10th July
 - * Third Quarter: October – December | Due Date: 10th October
 - * Fourth Quarter: January – March | Due Date: 10th January
3. The first instalment shall include the admission fee and other applicable charges, in addition to the tuition fee.
4. Parents may deposit the fee for more than one quarter in advance.

2. Late Fee Fine

1. All fees must be deposited on or before the 10th day of the first month of each quarter.
2. A late fine of ₹50 per day shall be charged for every day of delay after the prescribed due date until the outstanding fee is paid in full.
3. Parents are advised to deposit the fee within the stipulated time to avoid the accumulation of late fines.

3. Non-Refundable Fee

Once paid, the school fee shall be non-refundable, subject to any applicable statutory requirements or specific provisions of law.

4. Non-Payment of Fees

1. If a parent or guardian fails to pay the outstanding school fee along with the applicable late fine by the last working day of the month in which the payment is due, the school may initiate appropriate action in accordance with its rules and applicable regulations.
2. Any action relating to the continuation of admission or removal of a student's name from the school rolls shall be taken only in accordance with applicable education laws, regulatory directions, and the school's approved procedures.
3. Where re-admission is permissible, it shall be subject to the school's applicable rules and the clearance of outstanding dues, along with any fresh admission fee that is lawfully applicable.

5. Responsibility of Parents/Guardians

Parents and guardians are requested to adhere strictly to the prescribed fee schedule and ensure timely payment of all school dues. Any difficulty concerning fee payment should be brought to the attention of the school administration well before the due date.

The school reserves the right to take appropriate action in accordance with its approved fee policy and applicable rules and regulations.

6. Monthly Fee Payment Option

Parents who wish to pay the school fee on a monthly basis may opt for this facility by submitting a written request along with the required supporting documents at the school reception in advance, before the commencement of the respective quarter.

Approval of the monthly payment option shall be subject to verification of the submitted documents and approval by the school administration. Parents must obtain confirmation from the school before making payments under the monthly fee arrangement.

Parents who do not opt for or receive approval for the monthly payment facility shall continue to follow the regular quarterly fee payment schedule.