



## CONTRACT OF AGREEMENT

This agreement is made between

Panyathip International School (PIS)  
and

\_\_\_\_\_  
Parent's or Guardian's name

This certifies that PIS has accepted

\_\_\_\_\_  
Student's name

att Year level \_\_\_\_\_ for the \_\_\_\_\_ - \_\_\_\_\_ Academic Year for enrollment as a student.

The parent / guardian has signed this agreement to confirm that:

1. He / She understands the policies of PIS:

- Registration fee is non-refundable and non-transferable.
- Refunding
  - a) 50% will be deducted from the total tuition fee paid if the parents / guardian decide to cancel enrolment before the student starts studying or within two weeks after the student starts studying. (No other refunds)
  - b) There will be NO REFUND of all the fees paid after two weeks from the date the student has started studying.
- Withdrawing

If a student is withdrawing from the school, a parent or a guardian must fill out a Cancellation Form and formally inform the School (Administration Office) at least two weeks in advance.

2. He / She will follow the payment schedules as determined by the Tuition Fees Payment Option that the parent / guardian has chosen. (Note: Payment invoices are issued a month before the due date.)

PAYMENT OPTION 1  
Full Payment

PAYMENT OPTION 2  
1<sup>st</sup> Installment:  
**Due date:** 31<sup>st</sup> July  
2<sup>nd</sup> Installment:  
**Due date:** 18<sup>th</sup> December

PAYMENT OPTION 3  
1<sup>st</sup> Installment:  
**Due date:** 31<sup>st</sup> July  
2<sup>nd</sup> Installment:  
**Due date:** 18<sup>th</sup> December  
3<sup>rd</sup> Installment:  
**Due date:** 5<sup>th</sup> February

3. He / She must pay the Miscellaneous and Meal Fees on or before 31<sup>st</sup> July.

4. He / She knows that an interest rate of 2% per month will be charged for all late payments.

5. Payment for books (exercise notebooks as well as textbooks) along with uniforms as indicated for each year group will be purchased at the Bandith Stationery Shop. A checklist of items will be provided by the Administration Office.

6. He / She has read, understood and agreed to follow the guidelines, rules and regulations stated in the Parents' Handbook issued by the school.

Therefore, the school and parent / guardian have signed this agreement as evidence as such.

This agreement is made in duplicate of which the parent / guardian and school will each retain a copy. Each copy is identical and shall be effective from the date of signing.

Signed at Panyathip International School on \_\_\_\_\_.

Date

\_\_\_\_\_  
Parent's / Guardian's signature

\_\_\_\_\_  
School Director's signature