

BCIS SCHOOL MEAL FEE 2018-2019

Currency: VND

| ITEMS | Full payment/year Payment before 20/07/2018 | 2 Installments | |
|---------------|---|--|---|
| | | Sem I (08/08/18-31/12/18) Payment before 20/07/2018 | Sem II (07/01/19-06/06/19) Payment before 15/12/2018 |
| Meal plan (*) | 24,310,000 | 12,470,000 | 11,840,000 |

(*) School meal fee is included 10% VAT.

REGISTRATION POLICY

- Parents are responsible for providing a notice of registration on the standard Registration form and return it to the Academic Service Office (ASO) by hand or send email to our School meal service management team (email: schoolmeal@cis.edu.vn) before 10/07/2018.

METHOD OF PAYMENT

- By cash at Accounting office, Room D108, CIS campus.
- Or by bank transfer to the accounts as follow:

| | |
|-------------------------|---|
| Beneficiary name | : May Food Supply Company Limited |
| Bank name | : Vietcombank - Saigon South Branch |
| Swift code | : BFTV VNVX018 |
| Bank Account VND | : 0181 000 959595 |
| Bank name | : Asia Commercial Bank - HCMC Branch |
| Swift code | : ASCBVNVX |
| Bank Account VND | : 887878788 |

- Note: Any bank transfer must include the student's name, class, program, student's ID and details of the payable fees. After your payment, please send us an email to confirm your payment (email: schoolmeal@cis.edu.vn).

WITHDRAWAL POLICY

Parents are responsible for providing a notice of withdrawal on the standard Withdrawal form and return it to the Academic Service Office (ASO) by hand or send email to our School meal service management team (email: schoolmeal@cis.edu.vn) at least 7 days before the student's last day of using the service.

REFUND POLICY

- This fee will only be refunded when the remaining fee is equivalent to at least one week's payment and the refund will be paid within 15 working days from the last date of using service as stated in the Withdrawal form.
- This fee is non-refundable for student absent days.

CONTACT INFORMATION

- School meal service management team
- Email address: schoolmeal@cis.edu.vn
- Telephone: (028) 5414 5678
- Hotline: 0902 388 790