



FEE POLICIES

Our efforts are always toward having clear and relevant information available to our parents, we kindly request you to read the following fee policies for clear understanding. Kindly contact us in case of further queries.

- Registration Fee, Medical, Fee, Refundable Deposit and Term Fees are to be paid 2 weeks prior to the joining date to secure a seat.
- Registration Fee of AED 500/- is a one-off payment and is non-refundable.
- Medical Fee of AED 500/- is to be paid annually in advance and is non-refundable.
- Refundable Deposit of AED 1,000/- is refunded only when a duly filled and signed "Withdrawal Form" or a 'School Transfer Form' is submitted 2-months prior to the last date of attendance. Forms can be requested at the Nursery, when needed. Refunds will be processed after the last day of attendance.
- For term fee payment, we require one full term's fees paid upon enrollment along with postdated cheques for remaining academic year's term fees.
- We accept cash, bank transfer or cheques payable to 'Littlewoods Early Learning Centre LLC' for fee payments. Please ensure to forward the transfer details including student name, in case of bank transfer. Kindly refer to the Bank Account Details section below.
- All registration forms and fees are to be submitted as soon as possible, on or before first day of joining, (ideally 2 weeks prior to the Term Start Date).
- Lengthy delays or failure to submit all documents and fees may result in a delay of the child's start date.
- We are unable to admit any child without all documents and required fees being submitted.
- We offer a 5% discount on advanced full payment of annual academic fees at the beginning of the academic year.
- If a child joins after the term start date, pro-rata calculations will be applicable on a half-month basis only. In all other cases, full term fees are applicable.
- A charge of AED 250/- is payable for any dishonored cheques.
- No refunds are applicable for children who are absent for any reason during the term.
- Any batch change requests (i.e. change in number of days options or timing options) should be advised 1-month in advance.
- Late payment of fees may incur an additional charge of AED 100/- per week. Repeated late payment of fees may also regrettably result in the loss of a child's place.
- A late pick-up fee of AED 50/- will be charged for every 1 hour past the designated pick-up time.
- After 6pm, late pick-ups will incur a late fee of AED 300/-.
- Repeated late pick-ups may result in loss of Child's place in the Nursery.
- Sibling discount is applicable for the semesters only when more than one child from the same parents is studying with Littlewoods and following discounts are applicable for the 2nd child onwards:
2nd child = 5%, 3rd child = 8% and 4th + child = 10%.
- Unless specified, all subsidy and discount offerings are applicable on annual tuition fee, and not applied towards 'extended hour' days option fees and any other fees.
- A referral benefit of AED 500/- will be granted to any parent with children in the Nursery, who is directly responsible for the successful and full enrollment of a new child. The enrollee must fill a Referral Form indicating the details of the referee.
- Camp fees are separate from normal nursery fees and should be paid in full before the start of camp.
- Any subsidies once granted cannot be clubbed with any other discounts/concessions.

Account Name	: Littlewoods Early Learning Center LLC
Account No. (AED)	: 101-49481181-01 (AED)
IBAN No. (AED)	: AE390260001014948118101 (AED)
Bank Name	: Emirates NBD
Branch Address	: 4128 Dubai Media City Branch
Swift Code	: EBILAEAD

Kindly Note:

- All bank charges are to be borne by the remitter.
- Please mention full name of Student on all remittance.
- Copy of the bank confirmation (Swift advice) must be forwarded to office and to collect the official receipt for all remittance.

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