

KWANGJU FOREIGN SCHOOL

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106 Samsu-ro, Buk-gu Gwangju, Korea 61005

Tel./Fax (062) 575-0900/575-0902

e-mail:kwangjufs@hotmail.com

STATE OF UNDERSTANDING ON PAYMENT/WITHDRAWAL/REFUND POLICY

STUDENT NAME: _____

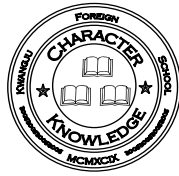
GRADE: _____

1. I understand that the minimum payments per term are quarterly, and that quarterly payments will incur a 10% surcharge and semi-annual payments will incur a 5% surcharge. Full yearly payments will incur no surcharge.
2. I understand that late payments will incur penalty fee of 3% of the tuition fee.
3. I understand that upon enrollment I will be assessed the following non-refundable fees:
 - A Registration fee of 300,000won
 - A Entrance fee of 3,500,000 won
4. I understand that Tuition, Bus Fee, and Lunch Fee are subject to refund in accordance with the schedule written on our "Tuition and Fees" chart. The refund must be requested with the refund request form within two weeks of the student's last day of school. Surcharges arising from installment payments are not refundable.
5. I understand that the refund schedule applies for both voluntary and involuntary withdrawals.
6. I understand that the curriculum fee, technology fee, athletic fee and senior fee are not refundable after the first day of school.
7. I understand that refunds shall be wired transferred to parents or to their authorized representative. Refunds will be normally made in Korean won and withdrawal requests take 2 weeks to process.
8. I understand that in the case of non-payment, the school may restrict students from attending class, withhold report cards, and/or refuse re-enrollment for the following semester.
9. I understand that in the event of FORCE MAJEURE, which causes a student or students to withdraw from the school, tuition and fees already paid for the school year will not be refunded. FORCE MAJEURE is defined as an event or effect, such as war, civil strife, labor unrest, or extreme weather conditions that cannot be reasonably anticipated or controlled and would adversely affect the school's financial condition. This policy is necessary to ensure the financial stability of the school and to provide resources for continued operations after the FORCE MAJEURE event has passed.

PARENT NAME: _____

DATE: _____

PARENT SIGNATURE: _____



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GRADE: _____

1. 최소 납부방법은 분기 납이며, 분기 납부할 경우 10%의 가산금이, 학기납부를 할 경우 5% 가산금이 부과됩니다. 연납을 할 경우 가산금은 없습니다.
2. 납부기한까지 납부하지 않을 경우 3%의 가산금이 부과됩니다.
3. 입학 시 아래의 비용을 납부해야 하며, 이 금액은 환불되지 않습니다:
 - 등록비 : 300,000 원
 - 입학금 : 3,500,000 원
4. 환불은 수업료, 버스비, 점심비에 한하며, "Tuition and Fees"상의 일정 및 비율에 따라 환불되고, 분납으로 인한 가산금은 환불에 포함되지 않습니다. 환불요청은 환불신청서를 작성한 후 전출일 기준 2주 이내에 제출해주시기 바랍니다.
5. 환불 규정은 강제퇴학과 자퇴 또는 전학 등의 경우에 해당됩니다.
6. 커리큘럼비, 테크놀로지비, 체육활동비, 시니어비는 학교 개학일 이후 환불되지 않습니다.
7. 환불은 학부모님 또는 위임 받은 대리인에게 은행송금을 통해 이루어집니다. 환불은 통상적으로 한국원화로 이루어지며 절차에 따라 2주 이내에 환불됩니다.
8. 수업료의 미납시에는 학생 등교제한, 성적표 발급보류, 다음 학기 등록제한이 될 수 있습니다.
9. 불가항력(Force Majeure)의 경우 등교가 불가피한 상황이 유발될 수 있으며, 해당학년도에 기 납부한 수업료 및 제반비용은 환불되지 않습니다. 불가항력(Force Majeure)이라 함은 전쟁, 내란, 노조파업, 극심한 기상이변 등의 사건 혹은 그의 영향을 일컬으며, 예측이나 통제가 불가하므로 학교의 재정 상태에 영향을 미칠 수 있습니다. 본 규정은 불가항력의 상황이 종료된 이후 학교의 지속적인 운영을 위한 재원마련과 재정 안정을 확보하는 차원에서 제정되었습니다.

PARENT NAME: _____

DATE: _____

PARENT SIGNATURE: _____