

2023 – 2024 FEES STRUCTURE

CHARGABLE ONCE DURING ADMISSION	Interview Fee	2,000			
	Admission Fee	20,000			
	Caution Money (Refundable)	30,000			
CHARGABLE ONCE A YEAR	CLASSES	FEE TYPE- ONCE A YEAR	AMOUNT		
	Year 1-2	Text Book Fee	30,000		
	KG-1-2- 3	Text Book Fee	18,000		
	KG 3 & Year 2	Graduation Fee	6,000		
	All Classes	Emergency Health Services	2,000		
KINDERGARTEN	CLASS	FEE TYPE- PER TERM	Term I	Term II	Term III
	KG 1-2-3	Tuition	112,000	112,000	112,000
	KG 1-2-3	Lunch	32,000	32,000	32,000
	KG 1-2-3	Club	11,000	11,000	11,000
	KG 1-2-3	Online Subscriptions	4,000	4,000	4,000
	KG 1-2-3	Stationery Fee	4,000	4,000	4,000
PRIMARY	CLASS	FEE TYPE- PER TERM	Term I	Term II	Term III
	Year 1-2	Tuition	156,000	156,000	156,000
	Year 1-2	Lunch	32,000	32,000	32,000
	Year 1-2	Club	11,000	11,000	11,000
	Year 1-2	Online Subscriptions	4,000	4,000	4,000
	Year 1-2	Stationery Fee	4,000	4,000	4,000

*Kindly see overleaf for the required documents as well as fee terms and conditions.

DOCUMENTS TO BE SUBMITTED DURING REGISTRATION

- 1- Copy of birth certificate.
- 2- Copy of report form from previous school
- 3- Leaving Certificate/Transfer Letter from former school.
- 4-Two (2) passport size photographs.
- 5- Copy of student's passport.
- 6- Copies of both parents' IDs/sponsor
- 7- Copy of KRA PIN certificate for both parents/sponsor
- 8- Copy of passport for the parent/sponsor. (If not a Kenyan citizen).
- 9- Fully signed last page of parent/teacher handbook

Note: Please attach the payment slip which showing the total amount that you have paid for the full-term fee (i.e., Tuition, Boarding, lunch Fee) and for the other registration fees (i.e. admission fee, caution fee, textbooks fee).

- 10- Fully Signed Drugs Policy
- 11- Fully signed ICT Policy
- 12- Copy of a pupil's pass (for foreign students) N.B: Non-Kenyan citizens must apply for pupil's pass at the immigration office after completion of registration.
- 13- Copy of payment slip which shows the total amount paid for **(a+b+c)**
 - a- Registration Fees (paid once)
 - b- School Fees per Annum
 - c- School Fees per Term

SCHOOL FEE TERMS & CONDITIONS

1) All the fee types must be paid fully fifteen working days before the beginning of each term.

2) School fees is payable in KENYA SHILLING ONLY,

3) The school creates fee invoices annually and mails them to the parents only once a year before the academic year starts. The fees (exam, trip, activity etc.) that might be occur during the year will be added to the invoice.

4) Lunch fees and Boarding fees are subject to amendment, within an academic year, according to inflation and or basic commodities costs.

5) Lunch fee is compulsory for day students.

6) SCHOOL & PE UNIFORM is not included in the fees. (Ask for details from receptionist)

7) A FULL TERM'S NOTICE by E-MAIL to the school and the PRINCIPAL'S acknowledgement in writing of the same is required for withdrawals or else, a FULL TERM'S FEES IS PAYABLE in lieu of such notice.

8) The school reserves right of admission

9) In certain Year Groups where vacancies are limited, a 50% advance payment of the tuition fee will be paid as part of the First Term's fees. This advance payment is nonrefundable in case the chance is forfeited. Students who cannot be accommodated immediately are put on a waiting list.

10) The school reserves the right to keep a student out of class and deny access to any official documents or information without explanation, until all due fee balances are cleared.

11) Sibling discount is applicable only on tuition fee for students who registered at Light Group of Schools and applicable as follows:

-1st born child is not entitled to a discount.

-2nd born child is entitled to a 5% discount.

-3rd born child is entitled to a 10% discount.

-4th born child and any other siblings after are entitled to a 15%.

-When one of the sibling graduates or transfers, the sibling discounts will be recalculated.

Note: Further details can be found in School's fee policy.

PAYMENT INSTRUCTIONS

1-LIPA NA MPESA

-Pay bill/business number: **631566**

On the account number, you enter Student's Virtual Account Number (13 digits -Present on Student's portal and/ or invoice).

Important Note:

Cheque and Cash payments are not acceptable.

2-BANK TRANSFER / CASH DEPOSIT to BANK ACC:

Bank: Kenya Commercial Bank (**KCB**)

Bank SWIFT Code: **KCBLKENX** Bank Code: **01**

Bank Branch Code: **01288**

Bank Account Name: **Light International School Kindergarten**

Bank Account Number: **1297204891**

Narration: Student's Full Name

*Once the payment process is done, you can forward the confirmation message to;

WhatsApp on **0728 663 764** or email on **h.kibathi@lis.sc.ke** for us to affect the payment.