



โรงเรียนนานาชาติคินเคด กรุงเทพ

Kincaid International School of Bangkok

Payment Policy for all school dues

All Tuition Fee is payable in Thai Baht only.
All fees and Dues are non transferable.

Refund Policy

The admission fee is non refundable. The tuition fee is refundable under special consideration only. Request of refund must be made in writing to the school administration for consideration.

***No Fees or School Dues are refundable after the first four weeks of the academic year has started.**

Over due payments

1. The school will charge a surcharge of 500 Thai Baht per day for school fees and dues paid after the due date.
2. If the tuition fee and other school fees are not paid with in 10 days of the semester commencing, Kincaid reserves the right to bar the student from attending classes. Such students will need to be re-enrolled should the parents wish for the students to continue at our school. Should a late tuition fee date be required by parents due to financial difficulties, the school will consider a late tuition fee payment schedule but the parents are required to inform the school administration in writing well in advance.

Documents required at the time of student enrollment.

The below mentioned information is required from each and every student applying for admission to **Kincaid International School of Bangkok**. We reserve the right to terminate or reject the student applying for admission to our school for withholding information, giving misleading information or submitting incomplete application details.

Student Information

Personal Information

1. Passport size photographs	3 of the student.
2. Copy of the Passport with Personal Information (For Non Thai Nationals Only)	1 set duly signed.
3. Copy of Latest Visa Page (For Non Thai Nationals Only)	1 set duly signed.
4. Copy of National Identity Card (For Thai Nationals Only)	1 set duly signed.
5. Copy of House Registration (For Thai Nationals Only)	1 set duly signed.
6. Copy of Health Certificate (Inoculation/Vaccines)	1 set duly signed.
7. Any special Health care attention the student requires.	

Academic Information

1. The copy academic record from all the previous schools the Applicants has attended.
2. Any special education attention the student requires.

Parents' Information (Of Both Parents)

1. Passport size photographs	2 of each parent.
2. Copy of the Passport with Personal Information (For Non Thai Nationals Only)	1 set duly signed.
3. Copy of Latest Visa Page (For Non Thai Nationals Only)	1 set duly signed.
4. Copy of National Identity Card (For Thai Nationals Only)	1 set duly signed.
5. Copy of House Registration (For Thai Nationals Only)	1 set duly signed.
6. Copy of Health Certificate (Inoculation/Vaccines)	



Kincaid has been accredited by
CITA (Commission on International and Trans-Regional Accreditation).
NCA CASI (North Central Association of Colleges and Schools)

