



# Lantau International School

Registered No: 518620

## Fees Policy

### Tuition Fees<sup>1</sup> for the school year 2024-2025\* (inclusive of all stationery and textbooks)

Reception – **HK\$7,320**/month (full day)  
Capital Contribution Fund (CCF) - **HKD21,960** (three months fully refundable)

P1 to P6 Class - **HK\$9,530**/month (full day)  
Capital Contribution Fund (CCF) - **HKD28,590** (three months fully refundable)

\*Fees are subject to approval from the Education Department Bureau

### Application Fee<sup>1</sup>

All applications are subject to a non-refundable application fee of HK\$1,300. Following payment of the fee, children without siblings at L.I.S. will be placed on the registration list on a first-come, first-served basis, whereas children with siblings who are already in L.I.S. will be given priority on the registration list.

### Registration

Registration can be done five years in advance. Any waiting lists are updated once a year. You must send L.I.S. a reconfirmation e-mail every year in order to renew a forward registration. Failure to send this by e-mail may result in removal of the applicant from the registration or waiting list, following which a second application will be necessary to reinstate a position in the waiting list. This will be counted as a fresh application, liable to the application fee, and will result in the child losing their position in the registration list.

Children for whom the application fee has been paid and for whom the necessary documentation has been provided will then be invited by L.I.S. to attend an interview with an L.I.S. teacher.

### Capital Contribution Fund

Following the interview and upon confirmation that their child has been accepted in L.I.S., parents/guardians must pay a Capital Contribution Fund (CCF) equivalent to three times the monthly tuition fee to secure the space, and return a paraphed and signed complete Terms & Conditions Form as well as a signed Statement of Waiver.

The CCF is refundable in three installments provided that all tuition fees have been settled on time during the school year: one third in May, one third in June and one third in July of the academic year.



Parents/guardians whose children are staying on for the next academic year will have the third instalment carried over towards the September school fees.

After you have paid the CCF, if your child leaves the school any time before the first term starts, or any time before the end of the school year, the CCF will be forfeited. The CCF is also forfeited where any outstanding fees are due.

The CCF is not a debenture. It is in one child's name and is not transferable to another student.

## Payment Method

Payment for the school fees must be made by Direct Debit Authorisation (DDA) order or by autopay. The DDA must be arranged before the start of the school year with confirmation sent to the administration office (lis@admin.edu.hk) no later than one week before the start of the school year.

For students joining L.I.S. during the school year, parents/guardians must set up the DDA within fifteen days from the starting date of their child commencing school. Payment for after school clubs and outdoor activities should be made by cheque payable to L.I.S.

Cheques should be sent to: L.I.S. - 15/F, Supreme Commercial Building, 368 King's Road, North Point, Hong Kong, or alternatively to the school at: 113 Tong Fuk Village, Lantau Island, New Territories, Hong Kong.

Direct bank transfers should be made to the following account:

Beneficiary: L.I.S.  
Account no: 514-40-4032991  
Bank code & name: 015 The Bank of East Asia, Limited  
Bank address: Main Branch - 10 Des Voeux Road Central, Hong Kong  
Swift code: BEASHKHH

Cash is not accepted. Payments should never be sent via children to the school, as L.I.S. will not take any responsibility for missing cheques/money.

## Payment schedule

Tuition fees must be paid monthly on or before the 7<sup>th</sup> of each month for the ten months of the school term (September to June). All parents are required to arrange a DDA. A 5% surcharge will be invoiced if any monthly tuition fees are received after the 7<sup>th</sup> of the month, while a 10% surcharge will be applied if the fees are outstanding after the 16<sup>th</sup> of the same month.



Furthermore, we may refuse access to the school to any student whose fees have been outstanding for more than one month.

## Refunds and deductions

No refund or deductions will be made for any absence from the school. In particular, no refund or deductions of fees will be made if the school, by order of the Health Department or any other government decision, is required to suspend its classes. Notwithstanding such an order to suspend classes, the teachers would always remain available during school time and online communication would be arranged for as long as the suspension of class is in force.

## Stationery and textbooks

At L.I.S., stationery and textbooks are provided free of charge by the school for the students in daily class use. This includes workbooks for the students to write in as well as textbooks and books.

## Reductions or remissions fees

L.I.S. may provide financial assistance on a case-by-case basis for parents who are undergoing hardship. All requests for reductions of fees should be made to the school Principal ([principal@lis.edu.hk](mailto:principal@lis.edu.hk)) with the decision resting with the Supervisor ([supervisor@lis.edu.hk](mailto:supervisor@lis.edu.hk)).