



SIR MANASSEH MEYER INTERNATIONAL SCHOOL - STUDENT CONTRACT

This Contract binds both the Private Education Institution (PEI) and the Student once both parties sign this Contract. If the Student is under eighteen (18) years of age, the Student will be represented by the Parent/Legal Guardian.

This Contract is made between:

- (1) Registered Name of PEI : Sir Manasseh Meyer International
: School Pte Ltd (SMMIS)
Registration Number : 200811757D
- (2) Full Name of Student : _____
(as in NRIC for Singapore Citizen (SC) and Permanent Resident (PR)
/ as in passport for international student)*
NRIC Number (for SC / PR)* : _____
Student's Dependant Pass (FIN) Number (if available) : _____
/ Passport Number (for international student)* : _____
- (3) Full Name of Parent / Legal Guardian* : _____
(if Student is under eighteen (18) years of age)
FIN or NRIC / Passport Number* : _____

* Delete as appropriate by striking through.

Where not applicable, put "N.A.". Leave no fields blank.

State all dates in the format of DD/MM/YYYY.

1. COURSE INFORMATION AND FEES

- 1.1** The PEI will deliver the Course as set out in Schedule A to the Student, towards conferment of the stated qualification upon successful Course completion.
- 1.2** The PEI confirms that the Course has been permitted by the Committee for Private Education (CPE) and no amendments have been made to the Course as set out in Schedule A, unless otherwise permitted by CPE.
- 1.3** The Course Fees payable are set out in Schedule B and the optional Miscellaneous Fees in Schedule C.
- 1.4** The PEI considers payment made 15 days after the scheduled due date(s) in Schedule B as late. The PEI will explain to the Student its policy for late payment of Course Fees, including any late payment fee charged in Schedule C (if applicable) and any impact on Course/module completion (if applicable).

2. REFUND POLICY

2.1 Refund for Withdrawal Due to Non-Delivery of Course:

The PEI will notify the Student within three (3) working days upon knowledge of any of the following:

- (i) It does not commence the Course on the Course Commencement Date;
- (ii) It terminates the Course before the Course Commencement Date;
- (iii) It does not complete the Course by the Course Completion Date;
- (iv) It terminates the Course before the Course Completion Date;
- (v) It has not ensured that the Student meets the course entry or matriculation requirement as set by the organisation stated in Schedule A within any stipulated timeline set by CPE; or
- (vi) The Student's Pass application is rejected by Immigration and Checkpoints Authority (ICA).

The Student should be informed in writing of alternative study arrangements (if any), and also be entitled to a refund of the entire Course Fees and Miscellaneous Fees already paid should the Student decide to withdraw, within seven (7) working days of the above notice.

2.2 Refund for Withdrawal Due to Other Reasons:

If the Student withdraws from the Course for any reason other than those stated in Clause 2.1, the PEI will, within seven (7) working days of receiving the Student's written notice of withdrawal, refund to the Student an amount based on the table in Schedule D.

2.3 Refund During Cooling-Off Period:

The PEI will provide the Student with a cooling-off period of seven (7) working days after the date that the Contract has been signed by both parties.

The Student will be refunded the highest percentage (stated in Schedule D) of the fees already paid if the Student submits a written notice of withdrawal to the PEI within the cooling-off period, regardless of whether the Student has started the course or not.

3. ADDITIONAL INFORMATION

- 3.1** The laws of Singapore will apply to how this Contract will be read and to the rights the parties have under this Contract.
- 3.2** If any part of this Contract is not valid for any reason under the law of Singapore, this will not affect any other part of this Contract.
- 3.3** If the Student and the PEI cannot settle a dispute using the way arranged by to the PEI, the Student and to the PEI may refer the dispute to the CPE Mediation-Arbitration Scheme (www.cpe.gov.sg).
- 3.4** All information given by the Student to the PEI will not be given by to the PEI to anyone else, unless the Student signs in writing that he agrees or unless to the PEI is allowed to give the information by law.
- 3.5** If there is any other agreement between the PEI and the Student that is different from the terms in this Contract, then the terms in this Contract will apply.
- 3.6** If the Student or the PEI does not exercise or delay exercising any right granted by this Contract, the Student and the PEI will still be able to exercise the same type of right under this Contract during the rest of the time the Contract continues.
- 3.7** If this Contract is also signed or translated in any language other than English and there is a difference from the English language copy of this Contract, the English language copy will apply.

SCHEDULE A**COURSE DETAILS**

1) Course Title	Grade 1	
2) Course Duration (in months)	10 months	
3) Full-time or Part-time Course	Full time	
4) Course Commencement Date	13 th August 2019	
5) Course Completion Date	19 th June 2020	
6) Date of Commencement of Studies if later than Course Commencement Date <i>Note: "N.A." if both dates are the same</i>	NA	
7) Qualification <i>(Name of award to be conferred on the Student upon successful Course completion)</i>	Not applicable	
8) Organisation which develops the Course	Sir Manasseh Meyer International School	
9) Organisation which awards/ confers the qualification	Sir Manasseh Meyer International School	
10) Course entry requirement(s)	Successful completion of Kindergarten 2. Language proficiency: English.	
11) Course schedule with modules and/or subjects	<ul style="list-style-type: none"> • Jewish Education • Numeracy • Literacy • Science • Art • Social Studies • Music • MFL Mandarin • PE • ICT 	<ul style="list-style-type: none"> • World Religion • PSHE • International Studies • Guided Reading and Comprehension • MFL Ivrit • Robotics

		<ul style="list-style-type: none"> Drama and Musical Theatre Drama and Musical Theatre
12) Scheduled holidays (public and school) and/or semester/term break for course	<p>Singapore Public Holidays (PH)/Other Holidays 2019/20</p> <p>Semester 1: 13th August to 18th December 2019 Semester 2: 6th January to 19th June 2020</p> <p><u>2019</u> 30th September to 1st October: Rosh Hashanah 8th October: Half day, Erev Yom Kippur 9th October: Yom Kippur 14th – 18th October: Succot Break 21st October: Shemini Atzeret 22nd October: Simchat Torah 28th October: Deepavali (PH)</p> <p><u>2020</u> 27th January: Chinese New Year (PH) 17th – 21st February: School Break 10th March: Half day, Purim 6th – 17th April: Pesach Holiday 1st May: Labour Day (PH) 7th May: Vesak Day (PH) 25th May: Hari Raya Puasa (PH) 29th May: Shavuot</p> <p><u>School Semester Breaks 2019/20</u> 19th December 2019 to 3rd January 2020 17th February to 21st February 2020 (half term) 6th April to 17th April 2020</p>	
13) Examination and/or other assessment period	June 2020	
14) Expected examination results release date	Student reports issued in December 2019 and June 2020	
15) Expected award conferment date	Not applicable	

SCHEDULE B**COURSE FEES FOR GRADES 1 to 5**

Fees Breakdown	Total Payable (with GST, if any) (S\$)
Development Fee <i>(one-time fee only, applicable for K1 and above)</i>	1605.00
ANNUAL FEE:	
School Fee (Grade 1)	11,570.00
Technology Fee	321.00
Fee Protection Insurance	16.00
TOTAL COURSE FEES PAYABLE:	13,512.00
No of Instalments:*	1

INSTALMENT SCHEDULE

Instalment1 Schedule	Amount (with GST, if any) (S\$)	Date Due2
1 st instalment: Full Time	13,512.00	Upon completion of this contract
Total Course Fees Payable: Full Time	13,512.00	

1. Each instalment amount shall not exceed the following:

- ~~12 months' worth of fees for EduTrust certified PEIs*;~~ or
- 6 months' worth of fees for non-EduTrust-certified PEIs with Industry-Wide Course Fee Insurance Scheme (IWC)*; or
- ~~2 months' worth of fees for non-EduTrust-certified PEIs without IWC*.~~

* Delete as appropriate by striking through.

2. Each instalment after the first shall be collected within one week before the next payment scheduled.

SCHEDULE C**MISCELLANEOUS FEES³**

Purpose of Fee	Amount (with GST, if any) (S\$)
Late payment fee (if applicable)	\$50 per week
School Uniform – as required	Cost per item varies from \$20 to \$35
Lost or damaged Library Books	Replacement cost
Lost or damaged Textbooks	Replacement cost
After School Program (per semester)	\$50 - \$1000

3. Miscellaneous Fees refer to any non-compulsory fees which the students pay only when applicable. Such fees are normally collected by the PEI when the need arises

SCHEDULE D**REFUND TABLE**

% of [the amount of fees paid under Schedules B and C]	If Student's written notice of withdrawal is received:
50%	more than 30days before the Course Commencement Date
25%	before, but not more than 30 days before the Course Commencement Date
10%	after, but not more than 7 days after the Course Commencement Date
0%	more than 7 days after the Course Commencement Date

Non Refundable Fees : Registration Fee, Development Fee, Fee Protection Fee and Technology Fee

Tuition period withdrawal deadlines – 1st May and 1st November

If a written withdrawal notice is delivered to SMMIS during an SMMIS holiday it will be deemed received by SMMIS on the first day in session following the holiday.

The parties hereby acknowledge and agree to the terms stated in this Contract.

SIGNED by the PEI



Authorised Signatory of the PEI
Name: Elaine Robinson
Date:



Seal of PEI

SIGNED by the Student

N/A

Name of Student:

Date:

SIGNED by the Student's parent or legal guardian
(if the student is under eighteen (18) years of age)

Name of Parent or Legal Guardian:

Date: