

## PRIVATE EDUCATION INSTITUTION-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

Stamford AmeriRD 8 B8.

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For Reference Only

- (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;
- (vi) The Student's Pass application is rejected by Immigration and Checkpoints Authority (ICA);  
or
- (vii) In relation to Singapore citizens, approval has not been received from Ministry of Education (MOE).

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 the PEI, the Student and the PEI may refer the dispute to the CPE Mediation-Arbitration Scheme (<https://www.ssg.gov.sg/cpe/student-services/dispute-resolution.html>).
- 3.4 All information given by the Student to the PEI will not be given by the PEI to anyone else, unless the Student signs in writing that he agrees or unless 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.
- 3.8

For Reference Only

	<p>learning skills, social relationships, and effort are considered equally important when looking at the overall development of a student. Parent/Student/Teacher conferences are held for discussions of each child's social and academic progress.</p> <p>Students are assessed towards the end of the Course to determine if they have successfully completed the requirements. Their assessments are based on SLATE Plus test score (1-5 scale).</p> <p>Students must attain a minimum 1.5 score on the SLATE Plus Test to obtain the Qualification.</p>
14) Expected examination results release date	Detailed descriptive reports are distributed twice during the Course. For January entry, a detailed report is distributed in June. For July entry, a detailed report is distributed in December.
15) Expected award conferment date	Students who complete the FAE course of the October cohort will be eligible for application to the respective PCS grade in the January intake. Students who complete the FAE course of the March or May cohort will be eligible for application to the respective PCS grades in July.
16) Mode of course delivery	Foundational Academic English with Teacher Guidance – Secondary Grade 8 (E-Learning) program expects for students to commit a minimum of 1 hour each weekday. Students will have 1 hour of teacher guidance during the weekday, and 3 hours on the weekend. During the remaining hours on the weekdays, students are expected to work through the content independently.

**SCHEDULE B**  
**COURSE FEES**



For Reference Only

**SCHEDULE C**  
**MISCELLANEOUS FEES<sup>3</sup>**

Purpose of Fee	Amount (with GST, if any) and When Payable (\$\$)
Application Fee (non-refundable)	129.00 Upon application
Enrolment Fee	0 Non-applicable
Examination Fee	0 – 2,000.00* Upon registration for examination
Report Copy Fee	15.00* Prior to issuance of report
Bank / Transfer Charges	20.00 - 30.00* Varies between banks
Convenience charge where payment of fees is made via credit card	2.5% of the fee amount payable
Penalty for late fee payment	2.0% per month on any overdue amount as per the Course Fee Instalment Schedule Due Dates

\* These figures are estimates only and notification will be made of the actual amount prior to payment

\*\* Will be invoiced together with Course Fee, if applicable. Non-refundable and non-transferable

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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**



For Reference Only

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

SIGNED by the PEI



Authorized Signatory of the PEI

Name: Dr. Mark Wenzel

Title: Superintendent

Date:



Seal of PEI

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

By marking this tick box, I hereby declare that I am the parent/legal guardian identified at the top of page 1 of this contract and agree that my marking of this tick box is intended to be equivalent to applying my personal written signature on this contract and may be relied upon by the School to the same extent. Further, by marking this tick box, I declare that all the information submitted by me in this contract is true and accurate and I hereby accept and agree to be bound by all the terms and conditions of this contract and the terms, conditions and policies of the School.

Date:

For Reference Only



FORM 12  
PRIVATE EDUCATION ACT  
(No. 21 of 2009)  
PRIVATE EDUCATION REGULATIONS

ADVISORY NOTE TO STUDENTS

This note is for a prospective student.

You are strongly encouraged to thoroughly research on the private education institution (PEI) conducting the course before signing up for any course. You should consider, for example, the reputation of the PEI, the teacher-student ratio of its classes, the qualifications of the teaching staff, and the course materials provided by the PEI.

By signing and returning the Student Contract (the "Contract"), you agree to the terms and conditions which will bind you and the PEI, if you accept the PEI's offer of a place in a course of study offered or provided by the PEI.

You should ask the PEI to allow you to read a copy of the Contract (with all blanks filled in and options selected) in both English and the official language of your home country, if necessary. For your own protection, you should review all the PEI's policies, and check carefully that you agree to all

**PE Regulations 25(5)(a)**  
**PRIVATE EDUCATION ACT (No. 21 of 2009)**  
**ADMINISTRATION OF COURSES**  
**Acknowledgement of Course Commencement**

On behalf of my child/dependent, I hereby acknowledge that if the confirmed date of enrolment commencement is after the course commencement date (Refer to Schedule A: Course Details, Item 4 – Course Commencement Date), that the course applied will have commenced prior to my child/dependent's enrolment at Stamford American International School.

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

My marking of this tick box is intended to be equivalent to applying my personal written signature on this contract and may be relied upon by the School to the same extent. Further, by marking this tick box, I declare that all the information submitted by me in this contract is true and accurate and I hereby accept and agree to be bound by all the terms and conditions of this contract and the terms, conditions and policies of the School.

Date: \_\_\_\_\_