

Fee Policy & Payment Guidelines

Supporting Transparency, Responsibility & Financial Planning

At AILT Global Academy, we strive to maintain a transparent and efficient fee management system that supports the smooth functioning of academic and residential services. *Note: The specific fee structure for each academic year is communicated through official admission documents and school communications.*

Fee Structure Breakdown

The school fee is broadly categorized into the following components:

Academic Fee

- Tuition
- Academic Resources
- Assessments
- Student Activities

Hostel Fee

(For Residential Students)

- Accommodation
- Boarding
- Supervision
- Student Welfare Services

Other Charges

(Where Applicable)

- Uniform
- Educational Visits
- Special Programs
- Examination Fees
- Additional Services

Payment Guidelines

Approved Payment Methods

For the convenience of parents, fee payments may be made through:

- **School ERP Portal**
- **UPI Payment**
- **Bank Transfer**
- **Cash Payment** (as permitted)
- **Cheque Payment** (subject to clearance)

Parents are requested to use only official payment channels authorized by the school.

Due Dates & Receipts

- **Timely Payment:** Fees are to be paid according to the schedule communicated by the school.
- **Receipts:** Upon successful payment, an official receipt will be generated. Parents should retain receipts for future reference.
- **Discrepancies:** Any discrepancy should be reported immediately to the Accounts Department.

Important Policies

Late Payment & Returned Cheques

Late Payment: Timely payment enables the school to maintain high-quality educational and residential services. Where applicable, administrative actions may be taken in accordance with school policy if fees remain unpaid for an extended period.

Returned Cheques: In the event of a dishonoured cheque, parents will be notified. Alternative payment arrangements may be required, and applicable banking or administrative charges may be applied.

Scholarships, Concessions & Refunds

Scholarships: Any financial assistance granted is subject to eligibility criteria, may be reviewed periodically, and must comply with school policies. The school's decision is final.

Refunds: Fees paid are generally utilized for educational and operational planning. Refund requests are considered only in accordance with the approved refund policy and applicable regulations.

Parent Responsibilities

Parents are expected to:

- Pay fees according to the prescribed schedule.
- Maintain payment records and review fee statements regularly.
- Inform the Accounts Department of any concerns promptly.
- Update contact information whenever required to ensure timely communication.

Need Assistance?

The continued development of our programs depends upon the timely fulfilment of financial commitments. We appreciate your cooperation.

For any fee-related enquiries, please contact:

Accounts Department | AILT Global Academy

Communication regarding fees is sent via the EDUCODEX Portal, official email, or official circulars.