## **AQN TERMS AND CONDITIONS: SCHOOL FEES PAYMENT**

MODE OF PAYMENT:

The following methods of payment are acceptable

- Bank transfer; the name of the student should be mentioned as beneficiary
- Direct payment into the bank using teller
- Bank draft made payable to Aquila Nidus Nigeria Ltd

THE SCHOOL OFFICE DOES NOT ACCEPT PERSONAL CHEQUES

THE SCHOOL OFFICE DOES NOT ACCEPT CASH

Any necessary adjustments in fees will be communicated to parents at the PTF.

Fees are available on request from the school office.

On payment of school fees, payees must collect an official receipt from the school office for all payment.

Students who have not paid by the 1<sup>st</sup> day of term will receive a reminder letter. A second reminder will go home by the second Monday. A final reminder will be sent by the 3<sup>rd</sup> Monday of resumption. If the fee remains unpaid by the given date the child will be refused admittance into the school.

**Note**: Each reminder letter incurs an administrative charge of 2% of the total amount in request, which must be paid in full before admittance will be granted to the student.

Furthermore, any child with an unpaid debit balance brought forward from the previous term will not be admitted into the school from the first day of term until all fees have been cleared.

Any request for special exemption regarding the payment of fees should be submitted in writing for approval by the school's Board of Directors.

SCHOOL FEES MAY BE PAID ANNUALLY OR TERMLY BUT MUST BE PAID IN FULL BEFORE THE FIRST DAY OF SCHOOL.

Fees are payable to the accounts printed on your invoice:

Aguila Nidus Nigeria Limited, Fidelity Bank - 4010592462

OR

Aquila Nidus Montessori School, UBA - 1018759425