



## School Fees – Payment Options

School fees are payable by one of the following methods:

### 1) **Fees In Advance:**

- a) The full term's fees paid in full by or on registration day.
- b) The full year's school fees can be paid in advance (if a parent so wishes).

### 2) **Payment Plan/Instalments:**

If you wish to pay via a payment plan, please discuss this with the Finance office. However, the following terms apply:-

- There is a charge of 1.5% of fees, if paying by instalments.
- Half the first term's fee is payable at the start, followed by equal monthly instalments to July of the school year.

### **Registration Day:**

Registration day will be held on a day to be advised but within the first week prior to the start of each term. Attendance is compulsory for those paying fees in advance and those paying by instalment, if given notice.

### **Methods of Paying Your School Fees (In Advance):**

- a) Cash, cheque, credit or debit cards accepted. **Credit cards payments attract a 2% charge.**
- b) Directly into the school's bank account quoting your child's name or account code as a reference. Please contact the School office confirming the details of the transfer. The School's bank account details are as follows:

**Bank:** HSBC – 73 High St, Watford, Hertfordshire . WD17 2DS

**Name of Account:** Stanborough School

**Sort Code:** 40-45-28

**Account no:** 91041274

**International transfer** will need the following numbers

**International Bank Account Number (IBAN):** GB75MIDL40452891041274

**Bank Identifier Code (BIC):** MIDLGB2162C

### **Students Requiring a VISA:**

Due to changes made by the UK Border Agency students requiring a VISA will need to pay the first term's tuition and boarding fee in full and the required deposit of £1200 before we can issue a visa letter.

**Please note that an offer of acceptance is conditional until financial clearance is given by the Finance Department. Students will not be admitted before then.**