

Fees, Additional Charges & Refund Policy (2025 – 2026)

All amounts are quoted in Omani Rials (OMR) unless otherwise stated.

Tuition Fees 2025 – 2026

Grade	Term 1	Term 2	Term 3	Annual Total
KG 1	1,560	1,560	779	3,899
KG 2	1,783	1,783	890	4,456
Grade 1	2,005	2,005	1,003	5,013
Grade 2	2,005	2,005	1,003	5,013
Grade 3	2,005	2,005	1,003	5,013
Grade 4	2,207	2,207	1,103	5,517
Grade 5	2,228	2,228	1,114	5,570
Grade 6	2,419	2,419	1,209	6,047
Grade 7	2,450	2,450	1,226	6,126
Grade 8	2,640	2,640	1,319	6,599
Grade 9	2,725	2,725	1,363	6,813
Grade 10	2,725	2,725	1,363	6,813
Grade 11	3,244	3,244	1,623	8,111
Grade 12	3,244	3,244	1,623	8,111

Discounts

1. **Annual payment discount** – A 5 % reduction on tuition fees is offered when the full year's fees are paid in a single instalment **by bank transfer, cheque or cash** at the time the place is accepted.
2. **Sibling discount** – A 5 % reduction on tuition fees is applied to the *third* and each subsequent child enrolled at either Cheltenham Muscat or Downe House Muscat, provided payment is made **by bank transfer, cheque or cash**.

Admissions Fees (*applicable to all new pupils KG1 – G12*)

Fee	Amount	Notes
Application fee	150	Non-refundable, due on application
Assessment fee	200	Refunded <i>only</i> if a place is not offered
Deposit	40 % of Term 1 fees	Non-refundable, deducted from first-term invoice; payable within 7 working days of receiving an offer

In-term Joiners

Pupils starting after the beginning of term will be billed **pro-rata** for the days remaining, subject to a minimum charge of **50 % of Term 1 fees**.

Indicative Payment Schedule – Academic Year 2025 / 2026

Item	Invoice issued	Payment due
Term 1 (2025-26)	May 2025	June 2025
Term 2 (2025-26)	October 2025	November 2025
Term 3 (2025-26)	February 2026	March 2026

*All fees must be settled **in advance** of the start of each term.*

Re-enrolment Fee (for 2026-2027)

Parents must pay a “**Seat Confirmation Deposit**” of **OMR 500** by the **30th April 2026**, followed by **20 % of the annual tuition fee** for the grade their child will enter the following year. Both payments are **non-refundable** and will be credited against the Term 1 invoice. Places that remain unpaid after 30 April 2026 will be released.

Late Payment

A late-payment charge of **OMR 200 per month** (or part thereof) is applied to all overdue balances. To avoid this fee, parents may arrange post-dated cheques in advance with the Finance Team.

Notice to Withdraw

Written notice (via the Leaver's Form: admissions@cheltenhammuscat.com) is required **one full term** in advance. Failure to provide notice will result in the next term's fees being charged in full.

Methods of Payment

- **Bank transfer** – preferred method (quote invoice number & pupil name).
- **Cash** – at the Finance Office.
- **Cheque / Post-dated cheque** payable to “International School of Excellence LLC”.
- **Credit / Debit card** – at the Finance Office (**American Express not accepted**).

Please email remittance advice to finance@cheltenhammuscat.com

Additional Charges

Item	Cost
Late Room	OMR 2.5 for every 30 minutes after the school day
Learning Support – one-to-one support	OMR 12 per lesson
Learning Support – small group support	OMR 6 per lesson
EAL Support – one to one support	OMR 410 per term
EAL Support – small group	OMR 310 per term
Private Lesson - Performing Arts & Drama	OMR 160 for ten 30-minute lessons
Private Lesson - Music	OMR 160 for ten 30-minute lessons
AAL Support – one-to-one	OMR 410 per term
AAL Support – small group	OMR 310 per term
Sports Lessons - group	OMR 80 for ten 30-minute lessons
Sports Lessons - private	OMR 160 for ten 30-minute lessons
Holiday Camp	Prices vary according to the camp programme



Other Services

- **School transport** – please contact transport@cheltenhammuscat.com for routes & pricing.
 - **Educational trips** – Local and residential trips are costed separately.
 - **Public examinations** – parents bear the full cost of external exams (IGCSE, A-level etc.), including any board administration fees.
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Terms & Conditions

1. Tuition fees include all standard books and stationery.
 2. Any special educational needs (SEN) or EAL requirements must be declared during admissions.
 3. Parents unable to meet payment deadlines must contact the Finance Department in advance; financial-hardship cases are considered individually.
 4. Persistent non-payment may result in one or more of the following: withholding of reports or exam results, suspension, withdrawal of place, MOE de-registration and/or legal action.
 5. All compulsory uniform items must be purchased through the school shop (uniform@cheltenhammuscat.com).
 6. Optional hot lunches are available – email info@cheltenhammuscat.com for details.
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Refunds

1. Where annual fees were paid in full **and** written notice to withdraw is given **one term in advance**, unused term fees will be refunded *minus* the 5 % annual-payment discount.
 2. The school does **not** refund fees for absence due to illness, holidays, exclusion, or other discretionary reasons.
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Finance Office Contact

Finance Office hours: **07:30 – 16:30, Sunday to Thursday**
Email: finance@cheltenhammuscat.com
Tel: **+968 2498 6900**



Acceptance & Responsibilities

By signing below, parents confirm that they have read and accepted the terms of this policy.

Cheltenham Muscat Fee Policy 2025 – 2026

Child's full name: _____
Class: _____
Parent's full name: _____
Signature: _____
Date: _____

Approved: June 2025 – Effective for Academic Year 2025 / 2026