



# سكوله سينت جورج ST. GEORGE'S SCHOOL

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## NOTICE

Our Ref: SGS/SC/P/747  
Date: 16<sup>th</sup> August, 2016  
To: All Parents & Guardians

### SCHOOL FEES: PAYMENT OPTIONS AND METHODS

The school is mindful at all times in ensuring that the policy for collection of school fees is in harmony without jeopardizing the financial health of the school and our ability to ensure teaching and learning practices are carried out effectively.

Therefore, we remind all parents that it is their responsibility to meet their child's/children's school fee obligation when it falls due.

Currently, school fees are paid directly to the school's Bursary which opens from 7.30 am till 4.00 pm. We understand that there are parents who are unable to make their time within this period. To make payments easy, the school is giving three options/choices:

1. Pay direct to Bursary (official receipt will be issued immediately);
2. Pay to the respective Class Teachers and a **temporary** receipt will be issued immediately. Once the money is received by the Bursary, an **official** receipt will be issued to the parents; or
3. Pay directly into the school's bank account quoting your child's **name** and **student number** as a reference. Please inform the class teacher confirming the transfer.

The school's bank account details are as follows:

Bank: **Standard Chartered Bank Brunei**  
Bank Account No.: **01-001-042888-00**

This new arrangement will take effect from September 2016 onwards.

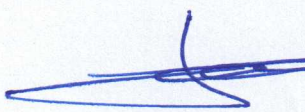
We hope with this new arrangement, we can avoid any misunderstanding and future delay in school fees payment.

Also please take note that according to the existing school rules, school fees should be paid within the **first week** of each month and all school fees should be settled by the month of **October** each year.

For students sitting public examinations (BC GCE 'O' Level, PSR and SPE), school fees must be settled before they are allowed to sit for their respective examinations.

Your early attention and co-operation is highly appreciated, for the sake of the continuity of your child's/children's education and learning.

*'Honour and Labour'*

  
**JANIDI JINGAN**  
Principal

