



CANADIAN
INTERNATIONAL SCHOOL OF
SHENYANG
沈阳加拿大外籍人员子女学校



CISS School Bus Fee Policy

1. The cost for the school bus should be paid annually
 - a) 16,000RMB/Year or 18,800 RMB/Year
 - b) Invoices for annual payments will be sent to parents at the end of the second semester.
2. Students may not be guaranteed placement unless school fees are paid in full.
3. Should you require a fapiao, submit your payment in RMB and provide the exact fapiao title with your payment slip.
4. If a new stop is requested, confirmation from the school is needed before a Parent/Guardian can pay.
5. For students utilizing the school bus at any time after the first day of school, the school bus fee will be charged based on the month the student begins riding.

School Bus Refund Policy

CISS strives to provide safe and efficient transportation for our students to and from the School. We recognize that taking the bus to school is a family



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decision. Please take the time to discuss as a family on whether the school bus service will be best for your child.

1. A minimum of one month's written notice of withdrawal from the Bus Service must be given in order to obtain a refund. The Bus Annual Fee will be refunded on a pro-rata basis, based upon a 10-month school year, with a part month of attendance being considered a full month for the purpose of calculating the amount of a refund.

2. No refunds are offered once the last month of the second semester has begun

3. To receive a refund please prepare the following documents:

- The copy of bank card receiving the refund.
- The copy of ID card (ID card should be same as the card holder) or copy of passport.
- The name of the bank branch receiving the refund.
- The school bus fee receipt (if you paid at the finance office, please offer the original receipt) or copy of bank transfer receipt.

4. CISS reserves the right for final interpretation regarding refunds.