

____ / ____
Academic year

Table of school charges
For Macao residents

School name						School code	
Contact person responsible for school charges	Name				Title		
	Email					Contact number (School)	
						Mobile number	

Item (Fill in the total amount of each item for the whole academic year)		Fees (MOP) ^{Note 1}						
		(Please put a “✓” in the appropriate box. Complete one form for each education level)						
		Formal education				Recurrent education		
		<input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education				<input type="checkbox"/> Special Education (<input type="checkbox"/> Special education class <input type="checkbox"/> Special education small class) <input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary		<input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	
Registration fee ^{Note 2}								
Enrolment fee								
School place reservation fee ^{Note 3}	New students							
	Old students							
Tuition								
Charges for supplementary services	Air-condition fee							
	Fee for experiment materials							
	Fee for computer (including multimedia) / special room							
	Fee for supplementary exercises							
	Fee for teaching materials							
	Fee for supplementary teaching activities							
	Subtotal							
Charges for optional services	Tutorial class ^{Note 4}							
	After school child care ^{Note 4}							
	Meal(s) ^{Note 4}							
	Child care and meal(s) ^{Note 4}							
	School bus/ Pick-up service ^{Note 4}							
	Summer activity class(es)							
	Graduation	Teacher appreciation banquet						
		Lunch / Dinner						
		Trip						
		Photos						
		Yearbook / Commemorative album						

School name						School code			
Contact person responsible for school charges	Name				Title			Contact number (School)	
	Email						Mobile number		

Item (Fill in the total amount of each item for the whole academic year)		Fees(MOP) ^{Note 1}									
		(Please put a “✓” in the appropriate box. Complete one form for each education level)									
		Formal education				Recurrent education					
		<input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education				<input type="checkbox"/> Special Education <input type="checkbox"/> Special education class <input type="checkbox"/> Special education small class <input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary				<input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education	
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6				
	Others										
	Others										
	Subtotal										
Charges to be collected	Textbooks ^{Note 4}	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>		
		Bought by school on behalf of students ^{Note 6}									
	Exercise books	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>		
		Bought by school on behalf of students ^{Note 6}									
	School uniform ^{Note 4}	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>		
		Bought by school on behalf of students ^{Note 6}									
	School-based teaching materials										
	Student photos										
	Others										
Subtotal											

Notes :

- All fees are calculated **according to the total amount of fees** per student for the whole academic year. The amount prior to the deduction of any government subsidies prevails. If the fees for the whole academic year cannot be confirmed yet, please make estimation in accordance with the amount of the first semester. For detailed regulations on collection of fees, please refer to the “Guidelines for fee Collection”.
- Schools that are not in the free education system can collect registration fee.

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3. "School place reservation fee" refers to the fee collected by schools in advance to guarantee students a place in the school. Such fee must be refunded to students in the first semester. For schools that implement recurrent education, school place reservation fee must be refunded to students after they are included in the scope of recurrent education subsidy.
4. For collecting fees for "Tutorial class", "After school child care", "Meal(s)", "Child care and meal(s)", "School bus/Pick-up service", "Textbooks" and "School uniform", schools are required to submit the related payment notifications which list out the charge of each item in detail. (e.g., The price lists for summer and winter school uniforms, textbooks, etc.) If there are other charges, related payment notifications should also be submitted.
5. "Bought by students themselves": Parents or students buy school supplies or service directly from the suppliers, but the products or service bought must meet the school standard.
6. "Bought by the school on behalf of students": Fees schools collected on behalf of students should correspond with the list price provided by the suppliers, schools act as an intermediary only, all fees collected must be used for the specified purpose only.
7. All fees should be calculated in MOP.

Date : ____ / ____ / ____
 yyyy mm dd

Signature of the principal and seal of the school

____ / ____
Academic year

Table of school charges
For non-Macao residents

School name						School code			
Contact person responsible for school charges	Name				Title			Contact number (School)	
	Email							Mobile number	
Item (Fill in the total amount of each item for the whole academic year)		Fees (MOP)^{Note 1} (Please put a “✓” in the appropriate box. Complete one form for each education level)							
		Formal education						Recurrent education	
		<input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education		<input type="checkbox"/> Special Education (<input type="checkbox"/> Special education class <input type="checkbox"/> Special education small class) <input type="checkbox"/> Infant <input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary		<input type="checkbox"/> Primary <input type="checkbox"/> Junior secondary <input type="checkbox"/> Senior secondary <input type="checkbox"/> Vocational and technical education			
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6		
		Registration fee ^{Note 2}							
Enrolment fee									
School place reservation fee ^{Note 3}	New students								
	Old students								
Tuition									
(Leave the following tables blank if non-Macao residents and Macao residents have the same charges for supplementary services and optional services, as well as paying the same amount of fees collected by the school on behalf of students.)									
Charges for supplementary services	Air-condition fee								
	Fee for experiment materials								
	Fee for computer (including multimedia) / special room								
	Fee for supplementary exercises								
	Fee for teaching materials								
	Fee for supplementary teaching activities								
	Subtotal								
Charges for optional services	Tutorial class ^{Note 4}								
	After school child care ^{Note 4}								
	Meal(s) ^{Note 4}								
	Child care and meal(s) ^{Note 4}								
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	Graduation	Teacher appreciation banquet							
		Lunch / Dinner							

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Item (Fill in the total amount of each item for the whole academic year)			Fees (MOP)^{Note 1} (Please put a “✓” in the appropriate box. Complete one form for each education level)						
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			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	
		Trip							
		Photos							
		Yearbook / Commemorative album							
		Others							
	Others								
	Subtotal								
Charges to be collected	Textbooks ^{Note 4}	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
		Bought by school on behalf of students ^{Note 6}							
	Exercise books	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
		Bought by school on behalf of students ^{Note 6}							
	School uniform ^{Note 4}	Bought by students themselves ^{Note 5}	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	Y <input type="checkbox"/> N <input type="checkbox"/>	
		Bought by school on behalf of students ^{Note 6}							
	School-based teaching materials								
	Student photos								
	Others								
	Subtotal								

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	Email				Mobile number	

Notes :

1. All fees are calculated **according to the total amount of fees** per student for the whole academic year. The amount prior to the deduction of any government subsidies prevails. If the fees for the whole academic year cannot be confirmed yet, please make estimation in accordance with the amount of the first semester. For detailed regulations on collection of fees, please refer to the “Guidelines for fee Collection”.
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Signature of the principal and seal of the school