

# Kipling School

## Enrolment guide & fees

for the academic year **2025/2026**

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Smart Village Schools - Kipling is open for applicants of all nationalities. Acceptance in the school is subject to student assessment, family interview and availability of place

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# Accreditations



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# Enrolment **Process**

## 01 Orientation

Applicants are welcome to contact the school for an orientation meeting. Appointments can be scheduled in advance on Mondays by calling the reception desk during school working hours, Sunday through Thursday, from 9 am to 2 pm. Our contact info can be found on the last page of this document.

## 02 **Step 1:**

Complete the application form online:  
<https://svs.edu.eg/new/kipling/admission/>  
and upon receiving an email you will be requested to visit our campus to submit the required documents.

- 2 Photos - 2 original computerized birth certificates
- Nursery/School report

## 03 **Step 2:**

After submitting all required documents, an appointment for assessment and family interview will be scheduled. Both parents are required to attend the family interview. Students assessments are conducted by certified teachers. You will be communicated by our student affairs department with the outcome of the assessment within one week.

## 04 **Step 3:**

Acceptance of the student is subject to the results of the admission process. Upon acceptance a deadline will be announced for submitting the enrolment payment fees (one-time payment). If payments are not secured within this period, the school will not guarantee the available place. Parents will also be informed of any pending paperwork requirements.

## 05 **Step 4:**

School fees will be paid according to the payment schedule specified hereunder.

## 06 **Step 5:**

other admissions documents will be requested by the Student Affairs office: [ykhattab@svs.edu.eg](mailto:ykhattab@svs.edu.eg)

# Payments School fees in EGP

Grade	Age at 1/10/2025	Tuition Fees	Academic resources and accreditation fees	Activity Fees
<b>Enrollment fees for new students: 27,000 (One time payment)</b>				
Pre- K	2½ yrs. Old	59,650	35,360	3,000
Foundation 1	3½ yrs. Old	107,246	37,570	3,000
Foundation 2	4½ yrs. Old	107,246	37,570	3,000
Grade 1	5½ yrs. Old	111,258	39,780	3,000
Grade 2	6½ yrs. Old	111,258	39,780	3,000
Grade 3	7½ yrs. Old	114,472	39,780	3,000
Grade 4	8½ yrs. Old	114,472	40,885	3,000
Grade 5	9½ yrs. Old	117,683	40,885	3,000
Grade 6	10½ yrs. Old	121,698	40,885	7,000
Grade 7	11½ yrs. Old	121,698	43,095	7,000
Grade 8	12½ yrs. Old	125,711	43,095	7,000
Grade 9	13½ yrs. Old	128,924	37,570	7,000
Grade 10	14½ yrs. Old	128,924	27,073	7,000
Grade 11	15½ yrs. Old	132,186	20,995	7,000
Grade 12	16½ yrs. Old	135,347	20,995	7,000

**Note:** - \*Books are not included for grades 10, 11 and 12. - School fees are subject to increase.  
 - Ministry exam fees and documents processing will be announced once confirmed.

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# Other Payments

Fees	
Application and assessment	A one-time non-refundable payment due at the time of filling the school application form, payable before the assessment date. It covers the application and assessment costs for each applicant.
Uniform	School uniform is obligatory for all students, it is available in our store (located in Kipling secondary building 109) and our online store (visit our website: <a href="https://svs.edu.eg">svs.edu.eg</a> and check it out)
Exams and technology	<ul style="list-style-type: none"><li>• External examinations are excluded and to be announced in due time.</li><li>• All educational levels, starting G1 will be required to use iPads/laptops as part of the educational programme.</li></ul>
Students' life activities	The school trips, camps, after-school activities, and excursions are all excluded, and to be announced in due time.

## Note:

- The school follows the updated fees bulletin issued by the Ministry of Education.
- Terms and conditions apply.

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# Discounts

Type	Percentage rate
Family Discounts	In case of a sibling joining the school, the following discounts apply: <ul style="list-style-type: none"><li>• 10% off the basic tuition fees for the 2<sup>nd</sup> child</li><li>• 5% off the basic tuition fees for the 3<sup>rd</sup> child</li></ul>
Full fees payment discount	A 5% discount will be applied on the tuition fees, in case of yearly full fees payment in advance, when payment is conducted before August 15 <sup>th</sup> , 2025.
Smart Village employees discount	A 5% discount will be applied on the tuition fees, for Smart Village employees, upon showing an <b>HR letter every year.</b>

**Note:**

Please refer to the financial department for any inquiries about the eligible discounts.

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# Payment Methods

<b>At Campus</b>	<p>Payments can be submitted by cash deposit, cheque, or credit card at the finance office at the school main campus.</p> <p><b>Note:</b> Payments by credit card are accepted without any additional charges.</p>
<b>At bank</b>	<p>Payments can be submitted by cash deposit at ABK bank, Smart Village branch. Please find below the bank details:</p> <ul style="list-style-type: none"><li>• <b>Bank account name:</b> Child and Society Development Institution</li><li>• <b>Bank Name:</b> ABK Egypt</li><li>• <b>Bank Account number:</b> 913691</li><li>• <b>Reference:</b> The student ID number</li></ul> <p><b>Note:</b> Please make sure that you include the student ID in the description of the transfer to facilitate the payments registration and tracking.</p>
<b>Wire Transfer</b>	<p>Please use the following details for local and International wire transfers:</p> <ul style="list-style-type: none"><li>• <b>Account name:</b> Child and Society Development Institution</li><li>• <b>Bank Name:</b> Al Ahli Bank Kuwait - Egypt</li><li>• <b>Bank Account number:</b> 913691</li><li>• <b>IBAN:</b> EG650018001500000000000913691</li><li>• <b>Branch Name:</b> Smart Village Branch</li><li>• <b>Swift Code:</b> ECBAEGCAXXX</li><li>• <b>Reference:</b> The student ID number</li></ul> <p><b>Note:</b> Wire transfers may take a few days to be credited to the school account so please consider this to ensure your compliance with the payment due date.</p>
<b>Online</b>	<p>Payment online via credit card is available</p>
<b>Cheques</b>	<ul style="list-style-type: none"><li>• The bank is instructed not to accept any cheques so please make sure that cheques are only presented to the finance department at the school.</li><li>• Stamp the check from the bank for the authenticity of the signature before presenting it to the finance department.</li></ul>

**Note:**

Instapay is not an accepted payment method

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# Terms and conditions

- The onus rests on the parents to ensure fees are settled in a timely manner and is not reliant on the school sending reminders.
- The school reserves the right to hold students' diploma, reports, stamped documents, transcripts and/or transfer certificates until all the school outstanding payments are settled.
- Any given discounts will be removed if payments are not settled by the above due dates.
- It is crucially important for parents to ensure that all their contact information is updated in the school records to avoid missing any of our e-mails and/or SMS.
- It is essential for parents to keep the deposit slip in a safe place and present it to the school whenever requested as proof of payment.
- In case of bank transfers, please make sure that all bank charges are paid from the sender's account and not deducted from the transferred amount.

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# Refund Policy

- The refund of basic tuition fees is in accordance with the Ministry of Education regulations
- All withdrawal/refund requests must be submitted at the Student Affairs Department by sending an email to Mrs. Yasmine Khattab [ykhattab@svs.edu.eg](mailto:ykhattab@svs.edu.eg). All calculations of the refunded amounts will be based upon the date of the withdrawal request sent via email.
- This policy is subject to change to comply with the Egyptian Ministry of Education regulations and Board of Trustees decisions. Should this policy change, it will be announced to the parents.
- The table below shows the percentages of the refunded fees/due to the school that must be settled to proceed with the financial clearance of the student:



If the withdrawal notice is presented before the 1st day of the academic year 2025/2026	The following amounts will be refunded: <ul style="list-style-type: none"> <li>• 90% of the enrollment fees</li> <li>• 90% of the full tuition fees</li> <li>• 100% of the academic resources and accreditation fees</li> <li>• 100% of the paid activity fees</li> </ul>
If the withdrawal notice is presented after the 1st day of the academic year 2025/2026	The following amounts will be refunded: <ul style="list-style-type: none"> <li>• 50% of the full tuition fees</li> <li>• 100% of the paid activity fees</li> </ul>
If the withdrawal notice is presented after the 1st of November, 2025	The following amounts will be refunded: <ul style="list-style-type: none"> <li>• 50% of the full tuition fees</li> <li>• 50% of the activity fees</li> </ul>
If the withdrawal notice is presented after the 1st of January, 2026	No money will be refunded

# Late Entry Policy

- Students enrolled during the months of September, October, November, and December will be liable for the full tuition, academic resources, accreditation fees and activity fees
- Students enrolled after that will be subject to the following:

Starting January 1 <sup>st</sup> until March 31 <sup>st</sup> , 2026	25% discount is to be applied on tuition
Starting April 1 <sup>st</sup> until the end of the academic year	40% discount is to be applied on tuition

- Academic resources, accreditation fees, and activity fees must always be paid in full.
- Late enrolment is always subject to the approval of the Ministry of Education and the school's registration policies.
- All due fees must be paid before the student's first day of entry.

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# Contact Us

- Landline: 02-35370100/ 200
- Help desk: 01022655838
- Student affairs: [ykhatab@svs.edu.eg](mailto:ykhatab@svs.edu.eg)
- School Email: [Kiplingschool@svs.edu.eg](mailto:Kiplingschool@svs.edu.eg)

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