

2022-23 Sakura Gakuen "Group Lesson" Tuition and other fee Information

Monthly Tuition	
Japanese	
1hr - 1/week	\$120.00
2hr - 1/week	\$200.00
2hr - 2/week	\$310.00
Abacus	
1hr - 1/week	\$140.00

1. Payment

- ①The new student enrollment fee is \$250, regardless of the class you enroll. The annual registration fee for each continuing student is \$70 (Administration fee, facility fee included) and due at the time of new school year registration. **Both new student enrollment fee and the annual registration fee are non-refundable.**
- ②If you enroll as a new student between March and June (new student enrollment fee paid), the annual registration for the next school year is waived.
- ③Deposit for one month tuition is due at the registration. This will be used for the last month's tuition of this school year.
- ④Tuition listed above are applicable both Online and In-person classes. The class tuition is due on the first day of each month. (ex. September tuition is due on 9/1) **A late fee of \$25 will be assessed if the payment is received after the 15th of the month.** Invoices will not be issued for group lessons, but reminder will be sent out by email every month before due date.
- ⑤Payments can be made by checks or cash only. If paying by checks, please include the purpose of your payment, student's name, the tuition month, or invoice numbers on your checks. Credit card payments are not accepted.
- ⑥You may choose to set up online payment through your bank:
 - 1) Create "Payee" account for "Sakura Gakuen" with Pay-Bill
 - 2) You will need our address (6650 Owens Drive, Pleasanton, CA 94588) and our phone number (925-924-0307) for setup
 - 3) Add your student's name or invoice name under Memo or Account #.****Please note that it takes 5 to 10 business days for the checks to arrive at school with this method of payment.**
- ⑦We will charge \$25 for any NSF fee.
- ⑧We will not refund tuition that was already paid in case of long-term absence or withdrawal.

2. Tuition discount [Applicable ONLY to 2 hrs (1 lesson/week) and 2 hrs (2 lessons/week)]

Family discount: When 2 or more family members register for applicable classes, we offer \$15 discount for each member from the 2nd member. The discount will be canceled if any member of the family withdraws.

3. Material Fees and Textbooks

- ①Please pay your material fees within 15 days of your invoice date. A late fee of \$25 will be assessed if the payment is late.
- ②For some classes, there are non refundable annual material fees charged at the beginning of the school year. Other supporting textbooks, workbooks and materials are charged each time when provided during the school year.
- ③School textbooks provided by the Japanese government are used in classes of Pre-Wakaba, Wakaba, Tanpopo, and Himawari (there are some exceptions). The textbooks for all subjects will be provided for free to students with Japanese nationalities. For students with no Japanese nationalities, these textbooks can be purchased for either Japanese only or all subjects.
- ④Material fee refund: We do not refund the material fee, regardless of when you withdraw from Sakura Gakuen, however, in the following cases, the material fee will be credited into your account.

a: When changing the class requested by students:

- * 50% credit if 12/31 or before
- * No credit if 1/1 or after

b: When changing the classes requested by Sakura Gakuen:

- * 100% credit from August to December
- * 50% credit from January to March
- * 30% credit from April to May
- * 10% credit for June

⑤ The amount of material fee will change as follows depending on the timing you start your class.

- a: August~December: 1 0 0 %
- b: January~March: 5 0 %
- c: April~May: 3 0 %
- d: Jun: 1 0 %

4. Withdrawals, Changes, Long-term absence

① **Withdrawal:** 30 days notice is required. Notice can be made by email or by submitting the withdrawal form.

(The day of receipt of email or withdrawal form is considered as "day 0")

② **Changes:** Please see below (The day of receipt of email or change request form is considered as "day 0")

a: 14 days notice required when changing between classes (Submission of the change form/email required)

b: 14 days notice required when changing from class to private (Submission of the change form/email required)

c: 30 days notice required when changing from a class that has only 3 students as it requires more time for changing class composition.

d: Class changes are allowed up to 2 times for each subject (Japanese and Abacus) per student (Except "Daisy beginner" class on Saturday 3:30~)

e: The class changes will be made immediately if it is suggested by teachers.

③ **Long-term absence:** Please see below (The day of receipt of email or change form is considered as "day 0")

a: A student with 1 lesson/week will be absent 3 consecutive classes

>> 14 days notice required if requesting a long-term absence. (Half tuition)

b: A student with 2 lesson/week will be absent 5 consecutive classes

>> 14 days notice required if requesting a long-term absence. (Half tuition)

c: If the class has a wait list, the full monthly tuition is charged to hold your spot regardless of the length of your absence.

5. Other

① Tuition will be prorated accordingly if a student enrolls in the middle of the school year.

② If a student attend only 1 day/week for the class of 2 lessons/week (Wakaba 1~3 classes only), tuition will be \$220.
There will be no family discount applied to this case.

③ All classes are scheduled to be 4 lessons (for 1 lesson/week classes) and 8 lessons (for 2 lessons/week classes) each month.
Tuition will be prorated for the month of May if the annual total classes are less than 40 classes.