

St. Vincent de Paul Academy

ATRIUM ST. EXT., MALIGAYA PARK SUBDIVISION, NOVALICHES, QUEZON CITY

(02) 533-8009, (0922) 462-7623

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BULLETIN OF INFORMATION S.Y. 2020 - 2021

1. Pre-School training for 4 - 5 years old.
2. Preparatory class for 6 years old who are non-readers.
3. Teaching elementary for grade 1 - 6.
4. Note: Grade 1 must be 6 years old by August 31ST and is able to read.
5. Junior High School Course 7-10.
6. Senior High School Course 11-12 (STEM, ABM, GAS, ICT)
7. Home atmosphere.
8. Home reading books which children can borrow overnight.
9. Multimedia is available to enrich in class lessons.
10. Parent-Teacher interaction open at every opportunity.
11. An educational tour to enrich the children's experiences.
12. Provides updated instructional and manipulative materials for better learning.
13. A Computer class for elementary level at least once a week. High school level is at least twice a week.
14. Bus Service. Rate to be determined by distance. For more information, please contact with our Transportation Coordinator.
15. **We believe in our system of education that we back it up with a money back guarantee**
(For more details please contact our office)

OTHER INFORMATION

1. Progress report for every quarter will be given to the students with an appointment letter.
2. An assignment notebook (#1) will be sent home from Monday-Friday for parents to follow-up their child's lessons and assignments.
3. Children can bring their snacks or may be purchased from the school canteen.
4. Children who wish to celebrate their birthdays in school should coordinate with the teacher at least two (2) days before the date.
 - Note: This extra activity should in no way interfere with school activity or program.
5. A guardian I.D. (pick up card) will be issued and will have to be shown in fetching your nursery to grade 2 students. For higher grade this service may be obtained upon request.

FEES

Items	Preschool	Grade 1-3	Grade 4	Grade 5	Grade 6	Grade 7 & 8	Grade 9	Grade 10-12
Tuition Fee	4,912.00	8,457.00	9,725.00	9,725.00	9,725.00	12,156.00	12,612.00	12,612.00
Reg. Fee	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Miscellaneous	13,381.00	14,714.00	14,714.00	15,150.00	15,259.00	15,259.00	15,259.00	17,127.00
Stud. Insurance	86.00	86.00	86.00	86.00	86.00	86.00	86.00	86.00
Lab/Comp Fee	457.00	1,720.00	2,843.00	2,843.00	3,127.00	5,058.00	5,058.00	5,058.00
TOTAL	19,336.00	25,477.00	27,868.00	28,304.00	28,697.00	33,059.00	33,515.00	35,383.00

- All new Grade 1 to 10 students will have an additional tuition fee of ₱550, a ₱150 registration fee and a ₱150 evaluation fee
- All Grade 3 students will have an additional fee of ₱550 for First Communion expenses

MISCELLANEOUS FEE INCLUDES THE FOLLOWING:

- Test Materials/ I.D/class pic/school organization
- Communication letters and waivers
- Library Fee
- Medical/Dental Fee
- Handout materials
- Mass Demo costume (subject to change)
- Sportsfest T-shirt
- Air conditioning/ Electrical Fee
- P.E. Uniform

TUITION FEE DISCOUNTS

- 100% for 1st, 2nd or 3rd honor students. Consideration for other honor students.
- 5% for Cash Payment
- Multiple children: 15% second child, 20% third child, 25% fourth child, 50% fifth child.
- 25% for children of SVDPA alumni
- All Grade 11 & 12 students will receive an automatic discount of ₱12,883 to allow an NCR public school voucher to pay for all fees

INSTALLMENT PLANS

- ₱9,000 must be paid upon enrollment, balance must be paid in six monthly installments from July 15 to December 15, 2020
- All balances remaining after January 1, 2021 will be subject to interest fees of 2.25% per month

SUMMER ENRICHMENT PROGRAM

- This program is for students who need assistance in reading, writing and/or mathematics.
- Open to all students for a fee of ₱2,500
- Classes are every weekday from April 13, 2020 to May 15, 2020

SCHEDULE OF CLASSES

Level	Age	Time
Nursery	4 years old	9:30 am – 12:00 nn
Kindergarten Happy	5 years old	7:00 am – 9:30 am
Kindergarten Playful	5 years old	9:30 am – 12:00 nn
Preparatory	6 years old (non-reader)	7:00 am – 9:30 am
Grade 1	6-7 years old	7:00 am – 12:00 nn
Grade 2 & 3		7:00 am – 12:00 nn
Grades 4, 5, & 6		7:00 am – 2:20 pm
Grades 7, 8, 9 & 10		7:00 am – 3:00 pm
Grades 11 & 12		MTW or WTF 7:00 am – 5:00 pm

1. Regular schedule of classes for Preschool to Grade 10 is Monday- Friday.
2. Regular schedule of classes for Grade 11 & 12 is Monday-Tuesday-Wednesday or Wednesday-Thursday-Friday.
3. Automatic suspension of classes when signal II is hoisted over Metro Manila or no classes declared by local government.
4. Computer class for nursery & kinder will start in September.
5. Computer class for Grade School and High School will start in June.

FOR MORE INFORMATION VISIT OUR ACADEMY, CALL US AT 8-533-8009, CALL/TEXT 0922-462-7623 OR CHAT WITH US AT WWW.SVDPA.COM

ENROLLMENT REQUIREMENTS

Grade Level	Documents Required
Nursery, Kindergarten and Preparatory	1. PSA Birth Certificate
Grade 1	1. PSA Birth Certificate 2. Photocopy of Kindergarten Certificate of Completion or Moving Up Certificate
Grade 2 to 10	1. PSA Birth Certificate 2. Form 138 or Report Card 3. Certificate of Good Moral Character
Grade 11 & 12	1. PSA Birth Certificate 2. Form 138 or Report Card 3. Photocopy of Grade 10 Certificate of Completion or Moving Up Certificate

ENROLLMENT INFORMATION

- Orientation will be held on June 20, 2020 at 7:00 – 11:00 AM. All students and parents must attend this meeting.
- Regular classes will start on June 8, 2020.
- Reservations are now being accepted for a deposit of ₱1,000, which will be deducted upon registration. This deposit is non-refundable and non-transferable.
- Interview and testing are now being conducted during office hours.
- Enrollment begins on April 1, 2020.

OFFICE HOURS:

- Monday to Friday: 8:00 am – 5:00 pm
- Saturday: 9:00 am - 3:00 pm