



聖公會中學(澳門) Macau Anglican College

School Fees Policy

Payment Schedule

- Payment Frequency: School fees are paid twice a year, in February and June.
- Auto-Pay Enrollment: An OCBC Bank (Macau) Limited auto-pay service must be applied for once the DSEDJ student card is issued.
- Payment Method: All payments for currently enrolled students must be made through the OCBC Bank (Macau) Limited auto-pay deduction system.
- 1st Term Fee Payment: The 1st term school fees for the following year must be paid in June.

Late Payment Policy

- Late Fee: A late fee of MOP 500 will be charged for late payments.
- Withdrawal Due to Non-Payment: If school fees remain unpaid after 10 days, the school will automatically consider the student as withdrawn. To return to Macau Anglican College, the student must meet admission requirements and pay all outstanding fees immediately.
- Enrollment Status: A school place for the following term will not be held for any student with unpaid school fees.

Withdrawal Policy

- Withdrawal Fees: Student withdrawal after June 1st and before the start of the new academic year (September 1st) will incur a 10% administrative fee.
- **Refund Policy: No refunds will be issued for withdrawals during the school year.**

學費政策

付款時間

- 付款次數：學費需於每年的二月和六月繳交。
- 自動付款登記：所有經教育及青年發展局發放學生證的學生，都必須在華僑銀行（澳門）股份有限公司辦理自動轉賬服務。
- 付款方式：家長必須透過華僑銀行（澳門）股份有限公司自動轉帳系統進行付款。
- 第一學期學費支付：新學年的第一期的學費必須在六月支付。

逾期付款政策

- 逾期費用：逾期繳交學費將額外收取澳門幣伍佰圓正。
- 未繳費退學：學生如逾期繳交學費超過十天，校方將會作出該生自動退學的考量，學生如果希望重新入讀聖公會中學（澳門），必須符合入學要求並立即繳交所有未付清的款項。
- 註冊狀態：任何未繳交學費的學生，校方不為其保留學位。

退學政策

- 退學手續費：學生若在 6 月 1 日之後至新學年開始前（9 月 1 日之前）申請退學，將收取 10% 行政手續費。
- 退款政策：學年期間退學者，恕不退還任何款項。

(Revised 11/2024) / (2024 年 11 月修訂)

