

## 2024 FEES STRUCTURE

STUDENTS		FEE TYPE DURING ADMISSION	AMOUNT		
CHARGABLE ONCE DURING ADMISSION	New Admission	Interview Fee	KES 2,500		
	New Admission/ Re-Admission	Admission Fee	KES 40,000		
	New Admission	Caution Money (Refundable)	KES 30,000		
	Boarder Student	Boarding Caution Fee (Refundable)	KES 30,000		
	New Admission	Career Test & Counseling Fee	KES 4,500		
	New Admission	Student ID Card	KES 1,000		
CLASSES		FEE TYPE- ONCE A YEAR	AMOUNT		
CHARGABLE ONCE A YEAR	Form 1-2-3-4	Text Books & Stationery	KES 18,000		
	Form 1-2-3-4	Emergency Health Services	KES 2,000		
	Form 4	Alumni Membership	KES 3,000		
	Form 4	KCSE Practical Materials	KES 15,000		
CLASS	FEE TYPE- PER TERM	Term 1	Term 2	Term 3	
		8 <sup>th</sup> Jan 2024	29 <sup>th</sup> Apr 2024	26 <sup>th</sup> Aug 2024	
		5 <sup>th</sup> Apr 2024	2 <sup>nd</sup> Aug 2024	25 <sup>th</sup> Oct 2024	
CHARGABLE PER TERM	Form 1-2-3	Tuition	KES 130,000	KES 130,000	KES 130,000
	Form 1-2-3	Boarding	KES 160,000	KES 160,000	KES 160,000
	Form 1-2-3	Lunch	KES 55,000	KES 55,000	KES 55,000
	Form 1-2-3	Online Subscriptions	KES 2,000	KES 2,000	KES 2,000
	Form 1-2-3	Club Fee	KES 2,000	KES 2,000	KES 2,000
	Form 4	Tuition	KES 195,000	KES 195,000	N/A
	Form 4	Boarding	KES 272,000	KES 272,000	N/A
	Form 4	Lunch	KES 92,500	KES 92,500	N/A
	Form 4	Online Subscriptions	KES 3,000	KES 3,000	N/A
CLASS	ITEM	PRICES PER PIECE			
SCHOOL UNIFORM	ALL	JACKET	KES 3,500		
	ALL	TROUSER	KES 2,000		
	ALL	POLO SHIRT-SHORT SLEEVED	KES 1,500		
	ALL	POLO SHIRT-LONG SLEEVED	KES 2,000		
	ALL	T-SHIRT (P.E)	KES 1,200		

\*Kindly see overleaf for the required documents as well as fee terms and conditions.

## DOCUMENTS TO BE SUBMITTED DURING REGISTRATION

Please attach all the following documents to complete the registration.

- 1) Copy of birth certificate.
- 2) Copy of KCPE result slip.
- 3) Two (2) passport size photographs.
- 4) Copy of ID for the parent/sponsor.
- 5) Copy of KRA PIN certificate for the parent/sponsor.
- 6) Transfer letter from former school (if transfer).
- 7) Copy of passport (if not a Kenyan citizen).
- 8) Copy of payment slip which shows the total amount paid for the fee categories detailed below (**Sum of a, b, c.** categories).

- a) Registration Fees (Chargeable once during admission)** i.e. admission fee, caution fee, career test fee, student ID card fee.  
**b) School Fees per Annum (Chargeable once a year)** i.e. textbooks & stationery fee, emergency health service fee, alumni membership fee.  
**c) School Fees per Term (Chargeable per term)** i.e. tuition fee, boarding fee / lunch fee.

## SCHOOL FEE TERMS & CONDITIONS

- 1) **All the fee types must be paid fully fifteen days before the beginning of each term.**
- 2) School fees is payable in **KENYA SHILLING ONLY**.
- 3) The school creates fee invoices annually and mails them to the parents only once a year before the academic year starts. The fees (exam, trip, activity etc.) that might be occur during the year will be added to the invoice.
  - a) Termly Fees Types are chargeable and payable by **Three Terms** for classes **Form 1, Form 2 and Form 3**
  - b) Termly Fees Types are chargeable and payable only by **Two Terms** (Term 1 and Term 2) for **Form 4** classes.**Kindly note that no reimbursement, refund or credit note will be made, in case a student drops the boarding/dormitory.**
- 4) Lunch fees and Boarding fees are subject to amendment, within an academic year, according to inflation and or basic commodities costs.
- 5) Lunch fee is compulsory for day students.
- 6) SCHOOL & PE UNIFORM is not included in the fees. (Please ask for more details from the school bursar or admission office).
- 7) Field trips, activity fees, co-curricular activities, other incidentals etc. will be charged at a fee to be communicated as and when the activities arise.
- 8) A FULL TERM'S NOTICE by E-MAIL to the school and the PRINCIPAL'S acknowledgement in writing of the same is required for withdrawals or else, a FULL TERM'S FEES IS PAYABLE in lieu of such notice.
- 9) The school reserves right of admission
- 10) In certain Forms/Classes where vacancies are limited, a commitment fee will be paid as part of the First Term's fees. Kindly note that the student must successively complete the interview process before this fee can be paid. This commitment fee is non-refundable in case the chance is forfeited.
- 11) The school reserves the right to keep a student out of class and deny access to any official documents or information until all due fee balances are cleared.
- 12) **Sibling discount** is applicable only on tuition fee for students who registered at Light Group of Schools and applicable as follows:
  - 1st born child is not entitled to a discount.
  - 2nd born child is entitled to a 5% discount.
  - 3rd born child is entitled to a 10% discount.
  - 4th born child and any next sibling are entitled to a 15%.**When one of the siblings graduate or transfers the sibling discounts will be recalculated.**
- 13) Note: Further details can be found in School's fee policy.

## PAYMENT INSTRUCTIONS

### 1-LIPA NA MPESA

Pay bill/business number: 329124

On the account number, **please enter Student's Virtual Account Number (13 digits -as shown on student's coolsis portal and/or invoice).**

### 2-BANK TRANSFER / CASH DEPOSIT to BANK ACC:

Bank: Kenya Commercial Bank (KCB)

Bank SWIFT Code: KCBLKENX

Bank Code: 01

Bank Branch Code: **01288, Branch Name: Haile Selassie Branch**

Bank Account Name: **Light Academy Secondary Nairobi**

Bank Account Number: 1297203836

Narration: Student's **Virtual Account Number or Student's Full Name**

Once the payment process is done, please forward the confirmation message to;

WhatsApp: 0768 989 254

Email: [ajuma@lightacademy.ac.ke](mailto:ajuma@lightacademy.ac.ke),

[registrarkaren@lightacademy.ac.ke](mailto:registrarkaren@lightacademy.ac.ke)

for us to effect the payment.