

# Course Calendar and Course Fees

Valid January 2018 onwards

Each semester begins every June and November of each year with a maximum of 10 to 12 students per class. Class schedules are 4 to 8hrs per day from Tuesday to Friday, depending on the academic, practical and restaurant operations schedules

30 Month British Advanced Diploma in Culinary Arts Programme (4 semesters)					
		Year One		Year Two	
Fees Breakdown in PHP	Semester	1	2	3	4
Reservation Fee (deductible but non refundable)	12,000		FIVE MONTH LOCAL <b>INTERNSHIP</b>		12 MONTH INTERNATIONAL <b>INTERNSHIP</b>
Book & Damage Deposit (refundable)		12,000		12,000	
<b>Main Fees</b>					
Tuition		285,000 <sup>1</sup>		260,000 <sup>2</sup>	
<b>Other Fees</b>					
Health & Accident Insurance (deductible from deposit) <sup>3</sup>		200		200	
Special School Meal Events & Excursions (deductible from deposit)		Varies		Varies	
Medical Examination Fee & School ID		1,400		1,400	
Graduation Photo Shoot (deductible from deposit)			800		

<sup>1</sup> Tuition fee is inclusive of Three (3) sets Chefs Uniform, One (1) Pair Kitchen Shoes, Professional Solingen Knife Set, Class Ingredients, Meals during Restaurant Operations, City & Guilds Diploma in Culinary Arts & Patisserie Arts Written Exam & Practical Assessment Fees

<sup>2</sup> Tuition fee is inclusive of One (1) set Restaurant Service Uniform, Class & Workshop Ingredients, Meals during Restaurant Operations and City & Guilds Advanced Diploma Written Examinations & City & Guilds Certificate in Food & Beverage Service written & practical assessment. Students are required to purchase some ingredients for their Menu Project at their own expense. The Practical/Portfolio Fee is paid separately upon completion and submission to City & Guilds of the required Portfolio.

<sup>3</sup> Local health & accident insurance is paid for once a year and includes in-school semesters + local internship

## TUITION & FEES

### OTHER TUITION COVERS

Tuition fee covers tuition, basic medical supplies and medications for fever and colds, administration costs, library computer use with limited printing, day parking, notes and handouts, tutoring (when necessary), industry presentations, international invigilation (examiner) fees and career advice. Any unused services, supplies, benefits, etc. included in the tuition fees are non refundable.

### TUITION FEE DOES NOT COVER

Book & damage deposit, health & accident insurance, special school meal events, medical examination fees, optional City & Guilds examinations, examination retakes, TESDA FEES, other ICAAC fees indicated in the ICAAC General Information Booklet, personal expenses including travel to and from the school and the internship site, pocket money.

## METHOD OF PAYMENTS

Payments by **Cheque** or **Bank Transfer** are to be made to either the following account name:

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## PAYMENT SCHEDULES

- Upon enrolment: 40% of total tuition fees + Php12,000 (Book & Damage Deposit) + Php1,400 (Medical Exam Fee & School ID)
- Second payment: 30% of total tuition fees, every last week of February & July of each school year/semester
- Final payment: 30% of total tuition fees, every third (3<sup>rd</sup>) week of April & September of each school year/semester

### IMPORTANT NOTICE:

Payment deadlines for City & Guilds Examination Registrations are every third Saturday of April or September of each year. Payment deadlines may change to an earlier date depending on City & Guilds Examination Registration deadline. If the candidate is unable to make payments upon the due dates, their student status may be suspended and are not allowed to join their classes or continue with their programmes.

If candidate is unable to make full payment on last payment due date, candidate may not be registered for the International City & Guilds Examination and late charges are applicable for any late exam registration in the amount of £200Gbp. **ICAAC reserves the right to increase course price and other fees without prior notice.**

## BOOK & DAMAGE DEPOSIT

A refundable deposit of Php12,000 is required to cover any damage caused to ICAAC property by the student during their studies. It is payable upon enrolment and is refundable 15 working days after all school clearance has been submitted. Any books issued to the students that they wish to keep at the end of the semester will be deducted from this deposit. Other miscellaneous fees such as Health & Accident Insurance, Special School Meals, Excursions, Graduation Photo Shoot, etc. will also be deducted from the deposit.