



Shelton College International Fee Payment Policy

1. Fee Payable

All payments are in Singapore Currency.

Payment instructions stated in the Invoice must be strictly followed. Course fee payment should be made only after the Student Contract has been signed.

Miscellaneous Fees refer to any non-compulsory fees which the students pay only when applicable. Such fees are normally collected by Shelton College International when the need arises.

2. Payment Mode

Application Fee, Course Fees and Miscellaneous Fee can be paid through any of the following ways: Ali Pay, Telegraphic Transfer, PayNow, Bank Transfer, Cash, Cheque.

Shelton College International Bank Account details:

Account Name	Shelton College International Private Limited
Account Number	501-818074-001
Bank Name	Overseas-Chinese Banking Corporation Limited
Swift Code	OCBCSGSG
Bank Address	OCBC Centre 65, Chulia Street Singapore 049513
Unique Entity Number (UEN)	200406770C

Student shall indicate student name in the payment reference field and send copy of payment proof immediately after transaction.

3. Late Payment Policy

Shelton College International collects course fees in accordance to the fees structure stipulated in the Standard PEI-Student Contract.

If payment is received **3 days after the due date** as stipulated in the Standard PEI-Student Contract, an administrative charge of 5% of the payable amount will be levied on each late installment payment of the course fees. Therefore, the payable amount will be the due installment in full together with the 5% late payment charges.

If payment is still not **received 7 days after the due date** as stipulated in the Standard PEI-Student Contract, you will be barred from attending classes with effect from the 8th day, unless your appeal is approved.

If payment is still not **received 14 days after the due date** as stipulated in the Standard PEI-Student Contract, your student pass will be cancelled and the school will not entertain any other form of appeal.