



Pamoja Admissions

2021/22 Academic Year

- ✓ May International Baccalaureate examinations
- ✓ June Cambridge International examinations



Faria
Education
Group

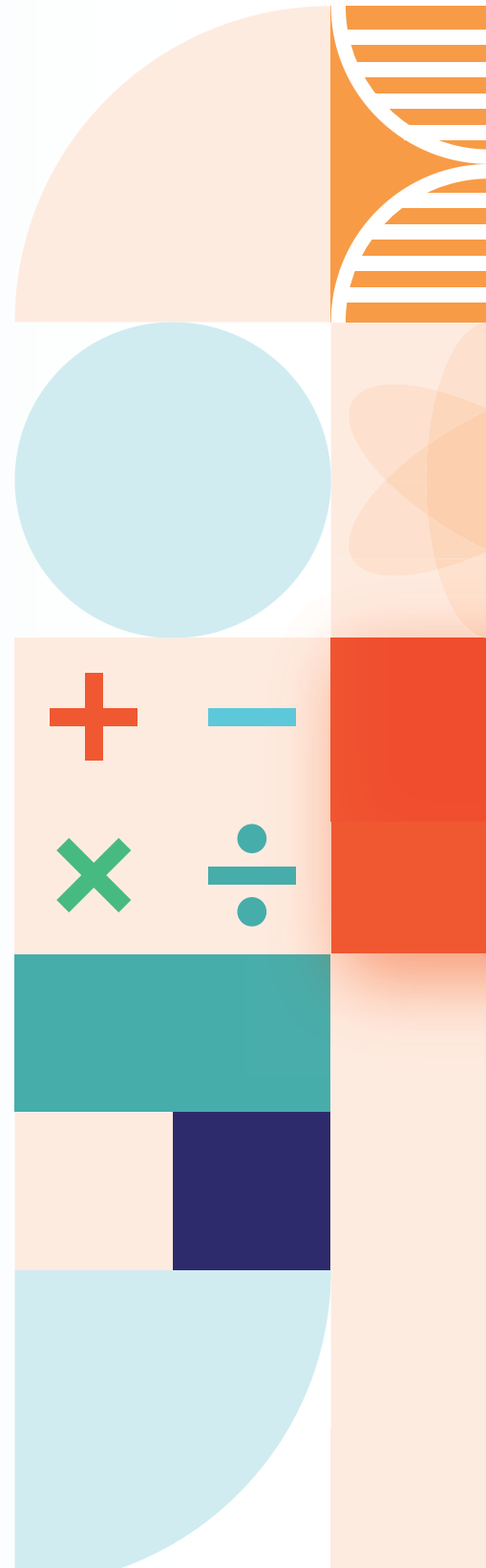




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General comments

- All prices are quoted in USD, GBP, Euros and RMB.
- All contracts must be with Cambridge International Schools and IB World Schools. Pamoja Education does not contract with any other party (including parents).
- All requests for transfers and course/level changes must be approved by Pamoja's Academic team.
- Terms and conditions are as per the relevant terms and conditions (also known as Participation Agreement). These can be found on Pamoja's website here: <https://pamojaeducation.com/terms/terms-of-service>.
- Schools are required to accept these terms and conditions when enrolling students.



Pamoja Online Courses - Cambridge International Upper Secondary and Cambridge International Advanced

June 2023 Cambridge International Exams

Please refer to the quote provided by your Business Development Consultant to find out the total amount of tuition fees your school will be charged. Pamoja Online Courses Cambridge International courses offered (subject to receiving sufficient enrolments) detailed below:

Cambridge IGCSE subjects

- Business Studies (0450)
- Economics (0455)
- Geography (0460)
- Mathematics (0580)
- Mathematics – additional (0606)

Cambridge International AS and A Level subjects

- English General Paper (8021)
- Mathematics Route A (9709)
- Mathematics Route B (9709)
- Psychology (9990)
- Thinking Skills (9694)
- Mathematics - Further (9231)
- Mathematics - One Year (9709)

Please refer to the quote provided by your Business Development Consultant to find out the total amount of tuition fees your school will be charged. Pamoja Online Courses Cambridge International courses offered (subject to receiving sufficient enrolments) detailed below:

Cambridge IGCSE subjects

- Business Studies (0450)
- Computer Science (0478)
- Geography (0460)
- Physics (0625)

Cambridge International AS and A Level subjects

- Business (9609)
- Mathematics Route A (9709)
- Mathematics Route B (9709)
- Psychology (9990)
- English General Paper (8021)
- Mathematics - Further (9231)
- Mathematics - One Year (9709)

Pamoja Online Courses Cambridge IGCSE tuition fees:

| Year | USD | GBP | Euros | RMB |
|----------------------------|-------|------|-------|--------|
| Year 1 (September 2021) | \$840 | £655 | €735 | ¥6,718 |
| Year 2 (September 2022) | \$880 | £685 | €770 | ¥7,048 |

Pamoja Online Courses Cambridge International AS and A Level tuition fees:

| Year | USD | GBP | Euros | RMB |
|----------------------------|---------|--------|--------|---------|
| Year 1 (September 2021) | \$1,320 | £1,030 | €1,160 | ¥10,578 |
| Year 2 (September 2022) | \$1,380 | £1,075 | €1,210 | ¥11,048 |

Cambridge International AS and A Level One Year Courses – English General (8021) tuition fees:

| Year | USD | GBP | Euros | RMB |
|---------------------|---------|--------|--------|---------|
| Full fee for course | \$1,320 | £1,030 | €1,160 | ¥10,578 |

Cambridge International AS and A Level One Year Courses – Further Mathematics (9231) and Mathematics (One Year) (9709) tuition fees:

| Year | USD | GBP | Euros | RMB |
|---------------------|---------|--------|--------|---------|
| Full fee for course | \$2,650 | £2,065 | €2,320 | ¥21,138 |

*Admissions fees and transfer fees:

| USD | GBP | Euros | RMB |
|-------|------|-------|--------|
| \$420 | £330 | €370 | ¥3,388 |



Year 1 lifecycle: key dates and special fees



| | Pre 8 sep 2021 | 8 sep to 5 oct 2021 | from 6 oct 2021 |
|---|----------------|---------------------|---|
| Withdrawals | No fee | No fee | Full Y1 tuition fee payable |
| Course changes | No fee | No fee | Minimum switch fee of \$420* (Note 1) |
| Late starter & Transfer student | N/A | N/A | Minimum transfer fee of \$420* plus full tuition fee payable (Note 2) |
| Failure to complete SBC orientation by Y1 drop date | N/A | N/A | Email reminders will be sent (Note 3) |

Key points

- Fees apply per enrolment and per course.
- Where dates apply (eg to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Course changes from 6 Oct 2021)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$420 will apply (it will be more if additional teaching support is required). There is just one tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.

Note 2 (Late Starters and Transfer students from 6 Oct 2021)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$420 will apply (it will be more if additional teaching support is required) in addition to the full tuition fee.
- No fee will be charged if the transfer is not approved.
- If a transfer withdraws at any stage after enrolment then the full tuition fee and the full transfer fee both remain payable.

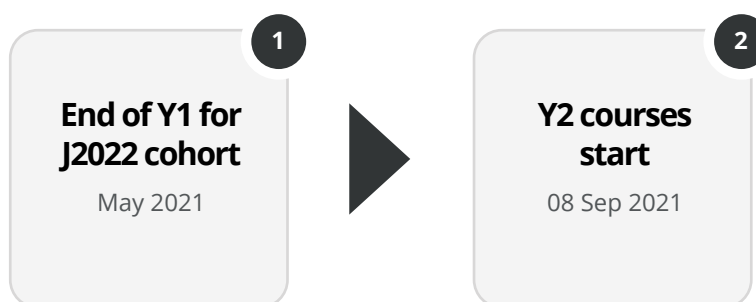
Note 3 (SBC orientation)

The Site-based Coordinator (SBC) orientation is a free short self-paced orientation course designed to familiarise SBCs with the navigation of our Pamoja Online Courses platform, as well as the main concepts and online tools that they will need to utilise in order to best support students in their online course.

There is a strong correlation between successful students and SBCs who have completed their training. It is therefore a contractual requirement that all SBCs complete their training.



Year 2 lifecycle: key dates and special fees



| | Pre 26 May 2021 | 27 May to 7 Sep 2021 | 8 Sep to 21 Sep 2021 | From 22 Sep 2021 |
|----------------------|-----------------|---|---|---|
| Withdrawals | Y1 fees apply | No Y2 tuition fee (Note 1) | \$420* admin fee No Y2 tuition fee (Note 1) | Full Y2 tuition fee payable (Note 1) |
| Course/Level changes | Y1 fees apply | Minimum switch fee of \$420 (Note 2) | Minimum switch fee of \$420 (Note 2) | Minimum switch fee of \$420 (Note 2) |
| Transfer student | Y1 fees apply | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) |

Key points

- Fees apply per enrolment and per course.
- Where dates apply (eg to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communications is not adequate – a written record must be available.
- Year 2 transfer requests for June 2022 students will be considered for IGCSE Business Studies (0450), Computer Science (0478), Geography (0460), Physics (0625) and International A Level Business (9609) and Psychology (9990) only.

Note 1 (Y2 course withdrawals)

- Any withdrawal made prior to 26 May 2021 is treated as a Y1 withdrawal (no refund of Y1 tuition fee, no Y2 tuition fee).
- Provided Pamoja are informed in writing before the end of 7 September 2021 that the student will not be returning for Y2, then no Y2 tuition fee is due.
- Provided Pamoja are informed in writing between 8 September 2021 and the end of 21 September 2021 that the student will not be returning for Y2, then no Y2 tuition fee is due, but there will be a \$420 administration fee for late withdrawal.
- If a student withdraws after 22 September 2021, then the full Y2 tuition fee is payable.

Note 2 (Course and level changes)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$420 will apply (it will be more if additional teaching support is required). There is just one Y2 tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic Team initiates a level change, then no switch fee will apply.

Note 3 (Transfer students)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$420 will apply (it will be more if additional teaching support is required) in addition to the full Y2 tuition fee.
- If a transfer withdraws by the end of 7 September 2021 then no fees are due.
- If a transfer withdraws from 8 September 2021, then the full Y2 tuition fee is payable as well as the full transfer fee.

Special considerations

Pamoja students moving schools

If a Pamoja student moves to another Cambridge International School during the academic year, the new school will not be charged unless the original school has not paid. Overall there will only be one tuition fee.

Medical exceptions

In the case where a student has had to leave their online course due to medical conditions, the fee charged can be reviewed and if specific criteria met, can be partially refunded. Approval required from the Pamoja Senior Management team.



Pamoja Online Courses – International Baccalaureate Diploma Programme

IB Diploma subjects (excluding Extended Essay)

May 2022 and May 2023 IB Diploma exams

Please refer to the quote provided by your Business Development Consultant to find out the total amount of tuition fees your school will be charged.

Pamoja Online Courses IB Diploma courses offered (subject to receiving sufficient enrolments) detailed below:

Core elements

- Theory of Knowledge

Studies in language and literature

- English A Language and Literature HL & SL

Language acquisition

- French ab initio
- Mandarin ab initio
- Spanish ab initio
- Spanish B SL

Individuals and societies

- Business Management HL & SL
- Economics HL & SL
- ITGS HL & SL
- Philosophy SL
- Psychology HL & SL

Mathematics

- Mathematics: Analysis and Approaches HL & SL
- Mathematics: Applications and Interpretations HL & SL

The arts

- Film SL



Pamoja Online Courses IB DP tuition fees (excluding Extended Essay):

| Year | USD | GBP | Euros | RMB |
|----------------------------|---------|--------|--------|---------|
| Year 1 (September 2021) | \$1,320 | £1,030 | €1,160 | ¥10,578 |
| Year 2 (September 2022) | \$1,390 | £1,080 | €1,220 | ¥11,128 |

Pamoja Online Courses IB DP ab initio language courses and Film SL tuition fees:

| Year | USD | GBP | Euros | RMB |
|----------------------------|---------|--------|--------|---------|
| Year 1 (September 2021) | \$1,420 | £1,100 | €1,245 | ¥11,418 |
| Year 2 (September 2022) | \$1,500 | £1,170 | €1,315 | ¥11,998 |

Pamoja Online Courses IB DP Extended Essay tuition fees:

| Year | USD | GBP | Euros | RMB |
|------------------------------|-------|------|-------|--------|
| Full fee for two year course | \$420 | £330 | €370 | ¥3,388 |

* Admissions fees and transfer fees:

| USD | GBP | Euros | RMB |
|-------|------|-------|--------|
| \$420 | £330 | €370 | ¥3,388 |



Year 1 lifecycle: key dates and special fees



| | Pre 8 Sep 2021 | 8 Sep - 5 Oct 2021 | from 6 Oct 2021 |
|---|----------------|--------------------|---|
| Withdrawals | No fee | No fee | Full Y1 tuition fee payable |
| Course/Level Changes | No fee | No fee | Minimum switch fee of \$420* (Note 1) |
| Late starter & Transfer student | N/A | N/A | Minimum transfer fee of \$420* plus full tuition fee payable (Note 2) |
| Failure to complete SBC orientation by Y1 drop date | N/A | N/A | Email reminders will be sent (Note 3) |

Key points

- Fees apply per enrolment and per course.
- Where dates apply (eg to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Course and level changes from 6 Oct 2021)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$420 will apply (it will be more if additional teaching support is required). There is just one tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic Team initiates a level change, then no switch fee will apply.

Note 2 (Late Starters and Transfer students from 6 Oct 2021)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$420 will apply (it will be more if additional teaching support is required) in addition to the full tuition fee.
- No fee will be charged if the transfer is not approved.
- If a transfer withdraws at any stage after enrolment then the full tuition fee and the full transfer fee both remain payable.

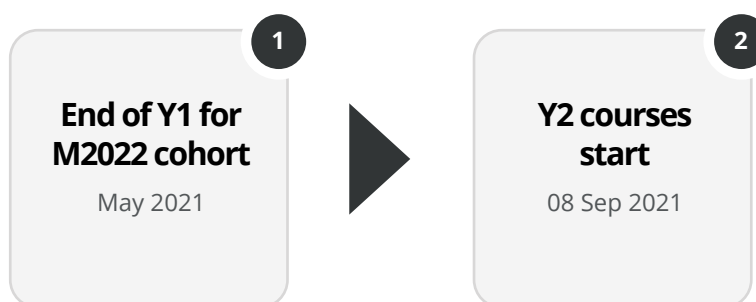
Note 3 (SBC orientation)

The Site-based Coordinator (SBC) orientation is a free short self-paced orientation course designed to familiarise SBCs with the navigation of our Pamoja Online Courses platform, as well as the main concepts and online tools that they will need to utilise in order to best support students in their online course.

There is a strong correlation between successful students and SBCs who have completed their training. It is therefore a contractual requirement that all SBCs complete their training.



Year 2 lifecycle: key dates and special fees



| | Pre 26 May 2021 | 26 May to 8 Sep 2021 | 8 Sep to 21 Sep 2021 | From 22 Sep 2021 |
|--|-----------------|---|---|---|
| Withdrawals | Y1 fees apply | No Y2 tuition fee (Note 1) | \$420* admin fee No Y2 tuition fee (Note 1) | Full Y2 tuition fee payable (Note 1) |
| Course/Level changes | Y1 fees apply | Minimum switch fee of \$420 (Note 2) | Minimum switch fee of \$420 (Note 2) | Minimum switch fee of \$420 (Note 2) |
| Transfer student | Y1 fees apply | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) | Minimum transfer fee of \$420 plus full Y2 tuition fee payable (Note 3) |
| Failure to correctly register Y2 students on IBIS by 15 January 2022 | | | | Email reminders will be sent (Note 4) |

Key points

- Fees apply per enrolment and per course.
- Where dates apply (eg to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Y2 course withdrawals)

- Any withdrawal made prior to 26 May 2021 is treated as a Y1 withdrawal (no refund of Y1 tuition fee, no Y2 tuition fee).
- Provided Pamoja are informed in writing before the end of 7 September 2021 that the student will not be returning for Y2, then no Y2 tuition fee is due.
- Provided Pamoja are informed in writing between 8 September 2021 and the end of 21 September 2021 that the student will not be returning for Y2, then no Y2 tuition fee is due, but there will be a \$420 administration fee for late withdrawal.
- If a student withdraws after 22 September 2021, then the full Y2 tuition fee is payable.

Note 2 (Course and level changes)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$420 will apply (it will be more if additional teaching support is required). There is just one Y2 tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic Team initiates a level change, then no switch fee will apply.

Note 3 (Late Starters and Transfer students)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$420 will apply (it will be more if additional teaching support is required) in addition to the full Y2 tuition fee.
- If a transfer withdraws by the end of 7 September 2021 then no fees are due.
- If a transfer withdraws from 8 September 2021, then the full Y2 tuition fee is payable as well as the full transfer fee.

Note 4 (IBIS registration)

- It is the IB World School's Diploma Programme Coordinator's responsibility to register Pamoja Online Courses Year Two students as online candidates on the International Baccalaureate's system IBIS ahead of the May examinations, or inform us in writing that the student will not be registered at all on IBIS since not sitting the final examinations.
- Failure to successfully register students as online candidates on IBIS results in significant additional work for Pamoja, and ultimately can result in the candidate not completing their IB DP.



Special considerations

Pamoja students moving schools

If a Pamoja student moves to another IB World School during the academic year, the new school will not be charged unless the original school has not paid. Overall there will only be one tuition fee.

Medical exceptions

In the case where a student has had to leave their online course due to medical conditions, the fee charged can be reviewed and if specific criteria met, can be partially refunded. Approval required from the Pamoja Senior Management team.

Extended Essay

Please refer to the quote provided by your Business Development Consultant to find out the total amount of Pamoja Online Courses Extended Essay fees your school will be charged.

The Pamoja Online Courses Extended Essay (EE) fee is chargeable from enrolment and non-refundable.

The student must be taking a Pamoja Online Courses course with us to be eligible for Pamoja Online Courses Extended Essay.

The Extended Essay must be in a subject where we offer a Pamoja Online Courses course (but the student doesn't have to be taking that course with us, so, for example, a student taking Pamoja Online Course Mathematics: Analysis and Approaches HL could do an Extended Essay in Psychology). Subject to approval by the Pamoja Academic team.

An additional Extended Essay fee will be charged in case of a change of Pamoja Online Courses EE subject.

We reserve the right not to accept EE requests where we do not have teacher capacity.




Pamoja Lesson Suite – Cambridge International Upper Secondary and Cambridge International Advanced

All Pamoja Online Courses subjects are also available as Pamoja Lesson Suite. Please refer to the quote provided by your Business Development Consultant to find out the total amount of Pamoja Lesson Suite fees your school will be charged.

For June 2022 and 2023 Exams - Cambridge International

- Cambridge IGCSE Biology (0610)*
- Cambridge IGCSE Business Studies (0450)
- Cambridge IGCSE Chemistry (0620)*
- Cambridge IGCSE Computer Science (0478)*
- Cambridge IGCSE Economics (0455)
- Cambridge IGCSE Geography (0460)
- Cambridge IGCSE ICT (0417)*
- Cambridge IGCSE Mathematics (0580)
- Cambridge IGCSE Mathematics – Additional (0606)
- Cambridge IGCSE Physics (0625)*
- Cambridge International AS and A Level Accounting (9706)*
- Cambridge International AS and A Level Business (9609)*
- Cambridge International AS and A Level Law (9084)*
- Cambridge International A Level Mathematics – Further (9231)
- Cambridge International AS and A Level Mathematics Route A (9709)
- Cambridge International AS and A Level Mathematics Route B (9709)
- Cambridge International AS and A Level Psychology (9990)
- Cambridge International AS and A Level Thinking Skills (9694)
- Cambridge International AS and A Level English General Paper (8021)

***Please note, we will no longer be taking registrations for this subject for the June 2023 cohort (Sept 2021 - June 2023)**



Courses will be available for use by schools with enrolments from August 2021.

Optional additional fees

Schools are responsible for enrolling students into the relevant Pamoja Lesson Suite course, following guidelines provided within the registration document.

- Charges apply once a named student has been enrolled in the course.
- Students can be enrolled at any time, there is no enrolment deadline.
If a student enrolls part way through the academic year, the full subscription fee applies for that academic year
- Subscriptions cannot be transferred between students.
- If a student switches courses then this will require an additional subscription (but there is no additional switch fee).
- If a student decides not to continue with the course part way through the year, then the full subscription fee for that academic year remains payable.
- If a student has been enrolled for year one in the previous academic year, then: If the School informs Pamoja the student is not returning for year two prior to the end of 7 September 2021, then no Y2 subscription fee will be charged. From 8 September 2021, the full Y2 subscription fee is payable

What are the payment terms?

- Payments are due 30 days after the invoice date.

The contract and therefore financial liability is with the school due to our agreements with the examination boards. Schools are therefore invoiced and it is their responsibility to pay. Invoices are raised against each school cohort and cannot be raised for individual students. Failure to make full payment will ultimately result in withdrawal of services.



Invoicing frequently asked questions

When are invoices published?

- Invoices are emailed to the school billing contact from mid-October 2021.
- A weekly invoicing run is performed as required following the initial invoicing run.

What forms of payment are accepted?

- Our preferred method of payment is Bank Transfer. We will also accept Mastercard and Visa Credit and Debit Card payments and can also take cheques.
- At this stage, we do not accept American Express or PayPal payment.

What are the payment terms?

- Payments are due 30 days after the invoice date.
- The contract and therefore financial liability is with the school due to our agreements with the examination boards. Schools are therefore invoiced and it is their responsibility to pay.
- Invoices are raised against each school cohort and cannot be raised for individual students.
- Failure to make full payment will ultimately result in withdrawal of services.





List of abbreviations

| | |
|-----|-----------------------------|
| DP | Diploma Programme |
| EE | Extended Essay |
| HL | Higher Level |
| IB | International Baccalaureate |
| POC | Pamoja Online Courses |
| PLS | Pamoja Lesson Suite |
| SL | Standard Level |
| TOK | Theory of Knowledge |
| Y1 | Year one |
| Y2 | Year two |

