



Monday, 1 June 2026

RE: School Informational Updates and Fee Structure for the 2026–2027 Academic Year

Dear Esteemed Parents/Guardians,

We are deeply grateful to God for enabling us to safely and successfully conclude another academic year. We also extend our heartfelt thanks to you for your unwavering support and invaluable contribution to our shared mission of ensuring that the school's vision, mission, and values are consistently upheld. The success of this journey continues to be made possible through the strong collaboration between you, our parents/guardians, and the Parents and Guardians Forum (PGF) committee. Your active involvement remains vital in enabling the school to deliver quality teaching and successfully conduct Cambridge International assessments. Thank you!

As we prepare for the upcoming **2026–2027 Academic Year**, we would like to share important updates regarding our operations and the updated financial guidelines.

Key Financial Updates & School Fees

Following our recent reviews, we are pleased to inform you that **school tuition fees will remain unchanged** from the previous academic year. However, please note that **Registration Fees for new students will remain unchanged** across all sections.

- **Payment Channels:** All school fee payments must be made securely via using: USSD: *182*3# (Option 11), or Online: pay.schoolgear.co.rw
- **SchoolGEAR Integration:** We will continue utilizing the SchoolGEAR software. Parents are highly encouraged to make payments through this platform using their child's unique student identification number. When using SchoolGEAR, there is **no need** to submit physical receipts or share proof of payment with the finance office, as the system automatically reconciles accounts in real-time.

Important Payment Rules & Deadlines

- **Strict Deadlines:** All fees **MUST** be paid on or before the specified due dates for each instalment.
- **Late Payment Penalty:** Any late tuition payments made after the designated due dates will automatically incur a **5% penalty**.
- **School Attendance Policy:** Students with outstanding unpaid fees **after 12 school days** from the due date will not be allowed to attend classes. Furthermore, school documents such as leaving certificates, report cards, and letters of recommendation will only be issued upon full payment of all outstanding balances.
- **Re-enrolment Security:** Returning students must pay their confirmation fees within the designated window of June 1, 2026 through July 31, 2026 to secure their enrolment. Students who have not paid their annual fees or confirmed their intent to return are not



guaranteed a place for the 2026–2027 academic year.

- **Refund Policy:** Please remember that all fees paid to the academy are strictly **non-refundable**.

NEW FEES STRUCTURE FOR 2026–2027

1. Non-Candidate Classes

- **Confirmation Fee Due:** July 31, 2026
- **Instalment Deadlines:** 1st Inst. (Sept 30, 2026); 2nd Inst. (Nov 30, 2026); 3rd Inst. (Jan 31, 2027) and 4th Inst. (April 30, 2027)

Grades	Reg. Fee (New Students)	Annual Fee	Single Payment	Conf. Fee	1st Inst.	2nd Inst.	3rd Inst.	4th Inst.
KG1 - KG3	100,000	1,466,000	1,392,700	220,000	400,000	280,000	370,000	196,000
G1 - G2	100,000	1,466,000	1,392,700	220,000	400,000	280,000	370,000	196,000
G3 - G4	100,000	1,685,000	1,600,750	250,000	400,000	370,000	420,000	245,000
G5	100,000	1,692,000	1,607,400	250,000	400,000	370,000	420,000	252,000
G7	200,000	2,106,000	2,000,700	320,000	500,000	460,000	530,000	296,000
G9 (Hum)	200,000	2,423,000	2,301,850	360,000	600,000	580,000	610,000	273,000
G9 (Sc)	200,000	2,499,000	2,374,050	370,000	600,000	620,000	620,000	289,000

2. Candidate Classes

- **Confirmation Fee Due:** July 31, 2026
- **Instalment Deadlines:** 1st Inst. (Sept 15, 2026); 2nd Inst. (Nov 30, 2026); 3rd Inst. (Jan 31, 2027) and 4th Inst. (April 15, 2027)

Grades	Reg. Fee (New Students)	Annual Fee	Single Payment	Conf. Fee	1st Inst.	2nd Inst.	3rd Inst.	4th Inst.
G6	100,000	1,720,000	1,634,000	260,000	400,000	380,000	430,000	250,000
G8	200,000	2,135,000	2,028,250	320,000	500,000	440,000	530,000	345,000
G10 (Hum)	200,000	2,457,000	2,334,150	370,000	600,000	590,000	610,000	287,000
G10 (Sc)	200,000	2,499,000	2,374,050	370,000	600,000	620,000	620,000	289,000
G11 - G12 (Sc)	200,000	2,721,000	2,584,950	410,000	700,000	650,000	680,000	281,000
G11 - G12 (Hum)	200,000	2,678,000	2,544,100	400,000	700,000	640,000	670,000	268,000

Additional Information:

1. **New Student Criteria:** A "new student" is defined as any child joining Kindergarten One, Senior One (Grade 7), or any other class in the Primary or Secondary section for the first time.



2. **Grade 6 Transition:** Please note that all students completing Grade 6 must pay the registration fee to transition into Senior One (Grade 7) in the Secondary section. They should confirm with registration and confirmation fees payment by July 31, 2026
3. **Early Bird Discount:** A **5% discount** on tuition remains applicable for returning students if the full annual fee is paid in a single payment by **July 31, 2026**.
4. **Excluded Costs:** Extra-curricular activities, school uniforms, workbooks, and study tours are not covered under standard tuition fees. Detailed costs for these specific items will be shared with you separately in writing.

We look forward to our continued collaboration as we work together to provide the highest standards of education for our children.

Warm regards,

Rudakemwa Stephen

Wellspring Academy

