



LYCEE FRANÇAIS DE SINGAPOUR

3000 Ang Mo Kio Avenue 3 • Singapore 569928 • No. of Company : 198004581H

School fees' payment by credit card

We are pleased to inform you that it is possible to settle the fees at Lycée Français by credit card.

1. Payments accepted

Payments related to the school fees, including registration, school, canteen, bilingual classe fees are accepted for a payment by credit card whatever the amount.

Please note that this service is NOT applicable to ECA/AES activities and school trips. Payment can be done by cheque ONLY.

Payments related to books and stationery can be done even by cheque, credit card or cash.

All cheques are payable to : **Lycée Français de Singapour LTD.**

2. Authorized cards

Authorized cards are Visa, Mastercards and American Express, that could be issued by local or overseas bank.

3. Opening hours

Settlement can be made at LFS, accounting department (room E315) on :

- Mondays, Tuesdays, Thursdays and Fridays from 8.00am to 12.30pm and 2.00pm to 4.00pm,
- Wednesdays from 8.00am to 12.30pm.

4. Cost for additional service

The Board of the school has decided to transfer the cost charged by our bank for this additional service directly to the users :

VISA AND MASTERCARD :

- 1.8% of the amount invoiced if paid in one time.
- 3.0% of the amount invoiced if paid by instalments over 6 or 12 months.

Instalment plans are only feasible for OCBC card holders and for amounts of 500 SGD or more.

NB : (families who already have a bank account in Singapore and who would like to apply for OCBC card without necessarily opening a bank account with OCBC, can get information from any OCBC branch or call 1800 363 3333)

AMERICAN EXPRESS :

- 2.0% of the amount invoiced if paid in one time.

For any further information please contact :

- Sabrina Chew or Sophie Jancourt (+65) 6488 1160

Administration – Tel : (65) 6488 1160, Fax : (65) 6487 2821

Ecole élémentaire – Tel : 6488 1192 • Vie scolaire – Tel : 6488 1168 • Service comptable – Tel : 6488 1173

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