

Summer School Parent Guideline

Book Class

Services Landing Page



Re-enrolment

It's time to re-enrol for the 2018-2019 Academic Year at AIS.

[Book here >](#) [Guideline >](#)



My AIS

Stay up to date with key dates and events, as well as the latest academic and extra-curricular announcements across the kindergarten, primary and secondary school.

[See more >](#)



ManageBac

Access your child's academic information including school reports and attendance.


[See more >](#)



Parent Handbook

Detailed information for parents on the policies, procedures and practical details of AIS.


[See more >](#)



After School Activities

All the information you need on AIS's extensive and wide ranging after school program (ASAs), including how to book your child into the different activities.


[Book here >](#) [Guideline >](#)



Bus

Check your child's pick-up and drop off times, the bus number they'll be travelling on that week and contact the bus hostess.


[See more >](#)



Holiday School

This site contains information on the AIS Summer and Winter Schools, including how to book your child into the program.

[Book here >](#) [Guideline >](#)



Outdoor Education

Register your child in one of AIS's fun and exciting school camps. These take place for students in Years 4, 5, 6, 7, 8 & 10.

[Book here >](#) [Guideline >](#)

- After logging successfully, on the landing page, find **Holiday School** block.
- Click **Book here** link for starting to book class for your children.
- Click **Guideline** link for starting to view and download summer school introduction.

Select Child

Step 1 : Booking



Please click "Select" to choose your child who you want to register classes

 200897061 - Rito CONNOLLY - 2014-01-28	Select
 200896464 - Priyanshi MANAS - 2012-01-07	Select
 200897831 - Cao Minh Minh LY - 2007-11-03	Select
 200897982 - Kyubo WONG - 2006-03-21	Select
 200897746 - Duc Huy OLBERTZ KARAM - 2006-07-08	Select

- Find your child you want to book class, click **Select** to move to the next step.

Step 2: Select a Program


200896464 - Priyanshi MANAS - (2012-01-07)

HOLIDAY CLASSES

Please select *Only one program* for your child

Kangaroos

Thao Dien Campus
DOB from Sep 01 2009 to Aug 31 2012



Start Date: 19 Jun 2018
End Date: 20 Jul 2018

Full Programme
 Select Period


[Click here for the description](#)

27,000,000 VND
(5 Weeks)

Select

English Language Program (TD 12)

Thao Dien Campus
DOB from Sep 01 2010 to Aug 31 2012



Start Date: 19 Jun 2018
End Date: 20 Jul 2018

Full Programme
 Select Period


[Click here for the description](#)

27,000,000 VND
(5 Weeks)

Select

English Language Program (TT 12)

Thu Thiem Campus
DOB from Sep 01 2010 to Aug 31 2012



Start Date: 19 Jun 2018
End Date: 20 Jul 2018

Full Programme
 Select Period

[Click here for the description](#)

27,000,000 VND
(5 Weeks)

Select

SPECIAL OFFER

One of the special offers below can be applied when you register for the 2018 Summer Program

- 10% Early Bird discount if you register for a full program & payment is made before 25 May 2018
- 10% discount for siblings (second & subsequent child)
- 10% discount for existing AIS students
- 10% discount for students who attended the Summer or Winter Program in 2017

CONTINUE

Select Program

- On the class list screen, you can view all available classes are suitable for your child.
- Class option includes **full program** and **period**.
- The default class is **full program**.
- You can select period to study by clicking the **Select Period** and chose your wanted weeks.
- Select one class, appropriate weeks and click **Submit** to move the next step.
- *Note: the session will be expired after 10 minute, please complete the booking during this duration.*

Step 2: Select attached excursion on program

(Please note excursion are-in program cost included)

- Week 1: Excursion 1 - TBD
- Week 3: Excursion 3 - TBD
- Week 4: Excursion 4 - TBD
- Week 2: Excursion 2 - TBD
- Week 5: Excursion 5 - TBD

Terms and Conditions

We give permission for our child to participate in the above off-site activities while attending AIS Summer Program 2018 (19 June 2018 - 20 July 2018).

We agree that our child's photo may be taken and used in the weekly Summer Program newspaper and school website. We give permission for School to use these photos.

In the event that there is an accident or our child requires emergency medical treatment, and neither we nor my/our emergency contact can be notified, we authorise the School to initiate such emergency medical procedures as it deems necessary in the best interest of my child.

- I agree to the above terms and conditions

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CONTINUE

Select Excursion

- On the select excursion screen, you can select attached excursion on programme by checking the checkbox. If checked, you **must** check the excursion's terms and conditions checkbox.
- Click **Continue** to move to the next step.
- click **Back** to move to the previous step for changing class
- *Note: You can click Continue without excursion selected.*

Step 3: Bus Registration

→ Bus Service (Complimentary)

Complimentary bus for students aged 5 and above who sign up for the full duration of a program in district 1, district 7 and designated parts of District 2 (AIS Sports Centre, AIS Xi Campus, HAGL Building, Fideco, Estella, Imperia, Vista and Cantavil, Tropic Garden, Masteri, Thao Dien Pearl, Dai Quang Minh)

District 1 Address

(The pick up and the drop off must be the same)

→ Bus Service (Additional Fee)

Other Districts: 650,000 VND for first week and 750,000 VND per week for the remaining weeks. Transport arrangements typically take up to one week to finalise. Our Transport Department will inform you if your address is NOT accessible. In that case, your request for bus refund will be processed as soon as possible. Contact our Transport Department: +8483742 4040 ext 6314 | transport@aisvietnam.com

Others Address

(The pick up and the drop off must be the same)

STATEMENT OF AIM

AIS aims to provide a safe and reliable School Bus service using modern air-conditioned vehicles for the purpose of picking up and dropping off School students on designated operational routes determined by the School.

All vehicles will have regular safety and maintenance checks and will be operated by a licensed driver.

RATIONALE

- The School wishes to service the transport needs of the student and parent community in Ho Chi Minh City. For safety reasons however, this service is not normally extended to students in Kindergarten.
- Transportation arrangements typically take up to one week to finalise. This registration form must be submitted five days prior to the start of service.
- The School may change the Bus Schedule from time to time. In such case, the School Bus Coordinator will notify parents by email.
- To ensure on-time arrival at School, buses can wait no longer than five minutes after the designated pick-up time before moving to the next pick-up point.
- To maintain an effective and efficient service, it is expected that parents adhere to the agreed pick up and drop off details agreed in the Bus Registration Form. In the event of

- The details I have provided above for the Bus Registration are accurate and I have read, understood and agree to information and bus conditions. I understand that neither the School nor any of its employees are responsible for incidents or accidents that occur while a student is on a School Bus or while waiting for a School Bus or while waiting to be collected by a parent/guardian.

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→ CONTINUE

Select Bus Service

- Bus service options: **Complimentary** and **Additional Fee**.
- Complimentary option is displayed when selected Full Program.
- If select bus service, please select your district, input your full address and check the bus's terms and conditions.
- Click **Continue** to move to the next step.
- Click **Back** to move to the previous step for changing excursion.
- **Note: You can click Continue without bus service selected.**

Payment

Kangaroos

Start date	19-06-2018	Campus	Thao Dien
End date	20-07-2018	Teacher	TBC
Excursions	Week 1, Week 3, Week 4, Week 2, Week 5		
Duration	Week 1, Week 2, Week 3, Week 4, Week 5		

24,300,000 VND

included 10% discount

Add on service

Bus registration fee 3,650,000 VND / 5 Weeks

Please note that the bus fee above is not included in the total amount.
The Bus Coordinator will contact you for the final confirmation.

Lunch registration fee 1,920,000 VND / 5 Weeks

Administration team will send you a lunch menu via email for selection before the starting date two weeks.

Total Amount 24,300,000 VND

Term and conditions

- Enrolment is only confirmed when payment is received in full; failure to do so may result in the student's placement being forfeited.
- Fees (or part fees thereof) are not refundable once the course has started. This includes voluntary withdrawal and missed classes due to student vacations, bad weather, illness or lack of interest, etc.
- Fees are non-refundable and non-transferable.
- If a student can't longer continue with the course, through illness or injury, fees will be refunded on a pro rata basis when supported by a doctor's note. Note an administration charge may apply.

Payment method

- Online payment - Domestic cards (ATM)
- Online payment - International cards (VISA, Master)
- Pay later with cash or bank transfer

How did you hear about the Summer Program ?

-- Select survey --

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CONTINUE

- You can select an add-on service: lunch registration by checking the checkbox.
- Bus fee is not included in total amount.
- Payment option includes **Online Payment** and **Pay Later**.
- With **Online Payment**, you need to complete the payment process of OnePay gateway.
- With **Pay Later**, you need to transfer or cash after completing the booking.
- You must select a survey option to enable the **Continue** button.
- Click **Continue** to do the payment process.
- Click **Back** to move to the previous step for changing bus service.

Finish

Step 5: Finish

Booking reference: **HOL 734**

Thank you for booking into the AIS Holiday Program. Your reference number is **HOL 734**. An email has been sent to lam.dam@exe.com.vn, outlining your registration details and how payment can be made. We look forward to seeing you at the Holiday Program.



- A booking confirmation email notification will be sent to your email.
- *Note: If you are not receiving booking confirmation email notification, make sure to check your spam folder. If the problem persists, check with AIS admin to ensure your booking has been added to the system.*

View Booking

View Booking

Step 1 : Booking



Please click "Select" to choose your child who you want to register classes

 200897061 - Rito CONNOLLY - 2014-01-28	View Booking
 200896464 - Priyanshi MANAS - 2012-01-07	Select
 200897831 - Cao Minh Minh LY - 2007-11-03	Select
 200897982 - Kyubo WONG - 2006-03-21	Select
 200897746 - Duc Huy OLBERTZ KARAM - 2006-07-20	Select
 200898009 - Kieu Gia Huy JANG - 2006-05-22	Select
 200897867 - Aditya KIM - 2005-10-05	Select
 200898073 - Khang PARK - 2004-12-20	Select



- If you completed a booking for your child successfully. the button View Booking will be replaced for the button Select.
- Click **View Booking** to view the booking detail

Booking code: **HOL 735** Confirmed

Student information

Student Name	Priyanshi MANAS
Student ID	200896464

Pricing

Booking Class	27,000,000 VND
Discounted (for class)	2,700,000 VND
Bus	3,650,000 VND
Lunch	1,920,000 VND
Balance Due: 29,870,000 VND	

Term and conditions

- Enrolment is only confirmed when payment is received in full; failure to do so may result in the student's placement being forfeited.
- Fees (or part fees thereof) are not refundable once the course has started. This includes voluntary withdrawal and missed classes due to student vacations, bad weather, illness or lack of interest, etc.
- Fees are non-refundable and non-transferable.
- If a student can't longer continue with the course, through illness or injury, fees will be refunded on a pro rata basis when supported by a doctor's note. Note an administration charge may apply.

Payment method

- Online payment - Domestic cards (ATM)
- Online payment - International cards (VISA, Master)

Class information

Name	Kangaroos
Campus	Thao Dien
Room	TBC
Teacher	TBC
Activities	<p>A structured learning programme of reading, writing and collaborative learning. Students will learn through weekly themes.</p> <p>ICT, sports, arts & crafts, music and cooking are also included as part of the programme.</p> <p>School Excursion - once per week</p> <p>Teachers are native English speakers</p>

Week attending

Week 1	From 2018-06-19 To 2018-06-22	Have excursion
Week 2	From 2018-06-25 To 2018-06-29	Have excursion
Week 3	From 2018-07-02 To 2018-07-06	Have excursion
Week 4	From 2018-07-09 To 2018-07-13	Have excursion
Week 5	From 2018-07-16 To 2018-07-20	Have excursion

Bus information

Bus type	Bus Service (Additional Fee)
District	Others
Address	132 cong hoa

Additional options


Lunch	Yes
Payment method	Pay later


Booking Detail

- You can do the payment online by selecting a payment method click **Payment**, and complete the payment process of OnePay gateway.
- Payment section is just displayed if the balance due of booking is greater than 0.
- Click **Back** to return the child list screen.

View Attendance

Student Attendance

  200895275 - Tran Thao My BUI

07/17/2017  Today Jul, 17 - Jul, 21 Prev Next

Monday	Tuesday	Wednesday	Thursday	Friday
Attend	Attend	Attend	Absent	Attend
English Language Programme (TT 34) 2017-06-20 2017-07-21 Note: Teacher: TBC	English Language Programme (TT 34) 2017-06-20 2017-07-21 Note: Teacher: TBC	English Language Programme (TT 34) 2017-06-20 2017-07-21 Note: Teacher: TBC	English Language Programme (TT 34) 2017-06-20 2017-07-21 Note: Sick Teacher: TBC	English Language Programme (TT 34) 2017-06-20 2017-07-21 Note: Teacher: TBC

- Click ATTENDANCE in the top navigation panel to view your child attendance.
- You can change the date by clicking the calendar box or using the **Prev/ Next** to view other attendances.
- You can view attendance of the other child by selecting your child from the dropdown list (eg: 200895275 - Tran Thao My BUI)