

## PAYMENT OPTIONS



### CHEQUES

Please ensure all cheques are “crossed” and made payable to:

#### Australian International School Pte Ltd

Please write your Account Code, invoice number, or student’s full name on the back of the cheque to help us identify your payment. Please mail your cheque to “ATTN: Finance Office” with the remittance portion of your invoice. You may also drop your cheque in either the box at Gate 1 or Gate 3 reception. Post-dated cheques are not accepted.

### LOCAL FUNDS TRANSFER / TELEGRAPHIC TRANSFER (TT)

The following information is required when sending funds via local funds transfer / telegraphic transfer:

Account Name:	Australian International School Pte Ltd
Account Number:	003-913400-2
Bank Name:	DBS Bank Ltd
Bank Address:	12 Marina Boulevard Level 45 Marina Bay Financial Centre Tower 3 Singapore 018982
Bank code:	7171
Branch code:	003
DBS SWIFT BIC code:	DBSSSGSG
School address:	1 Lorong Chuan, Singapore 556818
<b>In order to assist in accurate identification and receipting of payments, the sender must do the following:</b> <ul style="list-style-type: none"><li>• Include Account Code and Student’s Full Name in the transfer order to allow correct identification of each remittance</li><li>• Accept all bank charges relating to the transfer</li><li>• Ensure payment is made in Singapore dollars</li><li>• Email the bank remittance to <a href="mailto:accounts_rec@ais.com.sg">accounts_rec@ais.com.sg</a></li></ul>	

Note: Please include an additional SGD\$30.00 for Bank charges for Telegraphic Transfer (TT) payments

### CREDIT CARD PAYMENT INFORMATION *(Not applicable for companies)*

We accept Visa, Mastercard and American Express credit card payments.

Please visit <https://connect.ais.com.sg/finance/payment-options> to download and complete the credit card authorization form and email it to [accounts\\_rec@ais.com.sg](mailto:accounts_rec@ais.com.sg). Do include a copy of the credit card (both sides) for verification purpose.

### CREDIT CARD INSTALMENT PAYMENT PLAN *(Not applicable for companies)*

We also offer the credit card instalment plans offered by Citibank (Issued by Local Bank) and DBS/POSB credit cards. At the time of processing, the full amount charged (1-Semester’s school fees per child) is blocked against the cardholder’s credit limit, but is not actually charged to the card.

The block against the credit limit decreases over the payment period as the monthly instalments are charged to the card by the Bank and paid by the card holder.

You will need to visit our Finance Office in person to process the credit card instalment payment plan (IPP).

Please contact the Finance Department on **6319 3763** or **6517 0241** or email us at [accounts\\_rec@ais.com.sg](mailto:accounts_rec@ais.com.sg) if you require further information.



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Singapore 556 818  
T: +65 6664 8127  
F: +65 6285 5255  
E: [enquiries@ais.com.sg](mailto:enquiries@ais.com.sg)  
[www.ais.com.sg](http://www.ais.com.sg)



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# New Instant Payment options at School

We are pleased to share that the Australian International School has two additional payment methods that will make it easier for to make ALL payments to school.

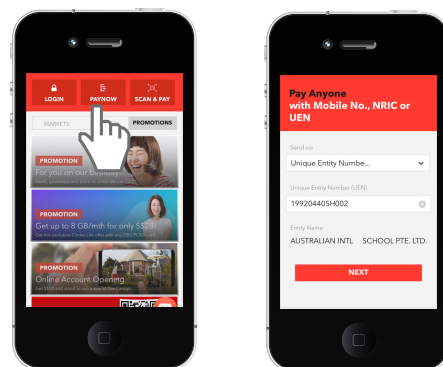
You can now pay via one of the following online methods:

## 1. PAYNOW

1. Login to your bank account via internet banking  
(following is an example of DBS' process)



2. Click on **PAYNOW**
3. Select to send via Unique Entity Number (UEN)
4. Enter 199204405H002 - Australian International School name will appear
5. Enter payment amount
6. Enter bill reference number/student full name/invoice number (up to 25 characters)
7. Confirm



## 2. QRCode

1. Login to your bank account via mobile banking app  
(following is an example of DBS' process)



2. Click on **SCAN & PAY**
3. Scan the PAYNOW barcode - 199204405H002 - Australian International School name will appear
4. Enter payment amount
5. Enter bill reference number/student full name/invoice number (up to 25 characters)
6. Confirm



Australian  
International  
School