



LEONARD CHILESHE MULENGA MEMORIAL PRE & PRIMARY SCHOOL (LCMMS)

Plot No. T/3/V/288a Salim Drive, P.O. Box Ca58, Makeni, Chilanga, Zambia

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LEONARD CHILESHE MULENGA MEMORIAL SCHOOL - 2026 TUITION PAYMENT POLICY

ALL FEES ARE IN ZMW

PAYABLE BY ALL NEW APPLICANTS	PRE- PRIMARY	PRIMARY	TODDLER CLASS	LEARNING SUPPORT CLASS
REGISTRATION FEE	K200	K200	K200	K200
MAINTAINANCE FEE ANNUALLY	K1,000	K1,000	K1,000	K1,000
TUITION FEES	K4500	K5500	K5500	K5500
SECURITY DEPOSIT FEE REFUNDABLE ON FULL TERM NOTICE	K1,500	K1,500	K1,500	K1,500

PLEASE NOTE

- All tuition fees are calculated on a termly basis
- There are 3 terms in the academic year
- Residential school trips will be charged separately and have to be paid in full before the trip
- For families enrolling more than one each sibling will get 10% discount.

LCMMS 2026 – TUITION FEE PAYMENT POLICY

1. Payment must be made in Zambian Kwacha.
2. If paying by bank transfer/ cash deposit, please make transfers/deposits to the account details below

BANK ACCOUNT DETAILS

Account Name: LEONARD CHILESHE MULENGA MEMORIAL SCHOOL

Bank Name: INDO ZAMBIA

Account No: 0132030000371

Branch: Cosmopolitan Branch

Branch Code: 010013

Swift Code: INZAZMLX

All bank charges (your bank charges and the schools' charges) relating to the transfer will be paid by the

Parent / Guardian.

Proof of payment must be submitted to LCMMS accounts office. Learners will be excluded from class for nonpayment. The onus rests on the Parents/ Guardians to submit proof of payment to avoid exclusion.

3. **NO CASH PAYMENTS WILL BE ACCEPTED AT THE SCHOOL.** Cash has to be deposited directly into the School bank account
4. Tuition fees are paid in full.
5. Advance payments for the whole academic year paid in full on or before the 1st day of the academic year will attract a discount **of 5%.**
 - a. A family who has two or more children enrolled at LCMMS will be given 10% sibling discount.
6. Tuition fees not paid by the due date will result in the Learner being excluded until full payment is made. When a Learner has excluded for a term from class, the Learner will forfeit their place and it will be offered to the next available Learner on the waiting list. Once the account has been settled the Learner will need to reapply.
7. Any School resources not returned or damaged at the end of the academic year or at another point of exit will be charged at the going cost of the resources.
8. **Withdrawal:** A full term's notice is required in writing to the admission office of your intention to depart from the School.
9. **Late Admission:** When a Learner is enrolled after the midterm break (each term) 50% tuition fee will apply.
10. Tuition fees are billed per term, if a Learner attends school for at least 50%
11. Parents/Guardians are required to settle fees in full.
12. Any breach of the terms and conditions stated herein will result in the Learner being excluded from all school activities and services until the situation is resolved to the full satisfaction of the School.

I have read and understood these conditions

NAME: Parent/Guardian:

SIGNATURE: **DATE:**