

Pamoja

Pamoja Admissions

2023 Academic Year

- ✓ International Baccalaureate
November examinations



Faria
Education
Group

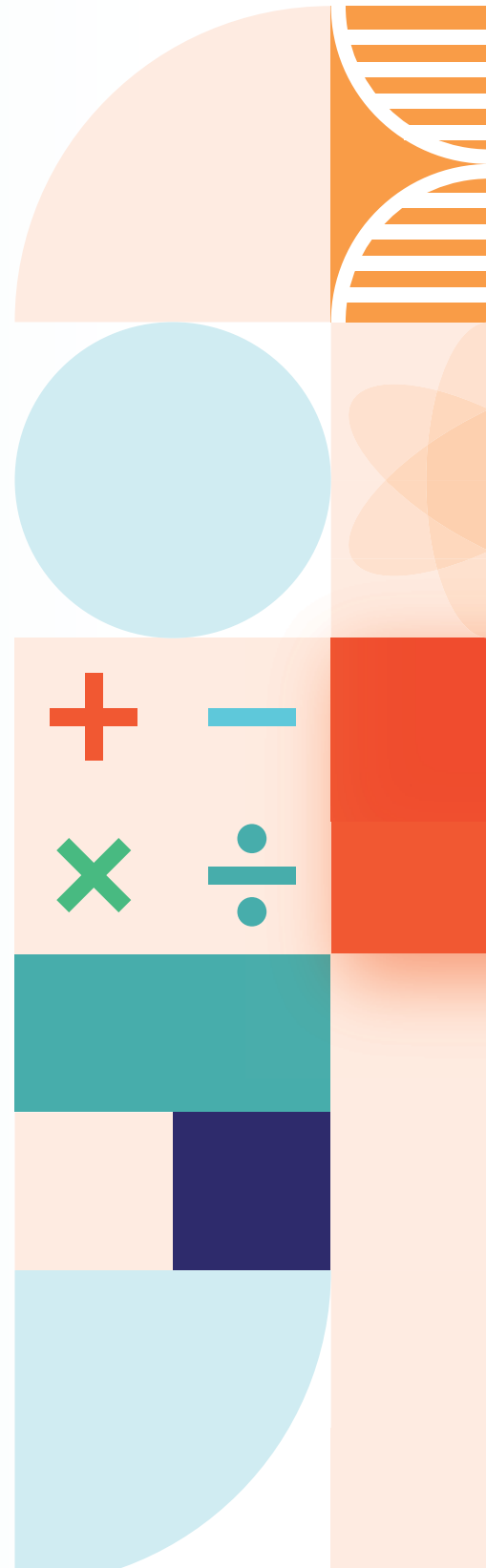


Table of contents

General comments	02
Pamoja Online Courses – International Baccalaureate Diploma Programme	03
IB Diploma subjects (excluding Extended Essay)	03
N2024 tuition fees	04
N2024 Year 1 lifecycle: key dates and special fees	05
N2024 Year 2 lifecycle: key dates and special fees	07
N2023 IB Diploma subjects (excluding Extended Essay)	09
N2023 tuition fees	10
N2023 Year 2 lifecycle: key dates and special fees	11
Special considerations	13
Pamoja students moving schools	
Medical exceptions	
Extended Essay	13
Invoicing FAQs	14



General Comments

- All prices exclude VAT.
- All prices are quoted in USD, GBP, Euros and RMB.
- All contracts must be with IB World Schools. Pamoja Education does not contract with any other party (including parents).
- All requests for transfers and course/level changes must be approved by Pamoja's Academic team.
- Terms and conditions are as per the relevant terms and conditions (also known as Participation Agreement). These can be found on Pamoja's website here: <https://pamojaeducation.com/terms/terms-of-service>.
- Schools are required to accept these terms and conditions when registering students.



Pamoja Online Courses – International Baccalaureate Diploma Programme

IB Diploma subjects (excluding Extended Essay)

November 2024 IB Diploma exams

Quotes can be provided by your Business Development Consultant on request to find out the total amount of tuition fees your school will be charged.

Pamoja Online Courses offered (subject to receiving sufficient enrolments) detailed below:

Core elements

- Theory of Knowledge
- Extended Essay

Studies in language and literature

- English A Language and Literature HL & SL

Language acquisition

- French ab initio SL
- Mandarin ab initio SL
- Spanish ab initio SL
- Spanish B SL

Individuals and societies

- Business Management HL & SL
- Digital Society HL & SL
- Economics HL & SL
- Philosophy SL
- Psychology HL & SL

Mathematics

- Mathematics: Analysis and Approaches HL & SL
- Mathematics: Applications and Interpretations HL & SL

The arts

- Film SL



November 2024 exam session:

Pamoja Online Courses IB DP tuition fees (excluding Extended Essay):

N2024 cohort	USD
Year 1 (February 2023)	\$1,390
Year 2 (February 2024)	\$1,460

Pamoja Online Courses IB DP ab initio language courses and Film SL tuition fees:

N2024 cohort	USD
Year 1 (February 2023)	\$1,500
Year 2 (February 2024)	\$1,575

Pamoja Online Courses IB DP Extended Essay tuition fees:

N2024 cohort	USD
Full fee for complete course	\$440

* Admissions fees and transfer fees:

USD
\$440

All prices exclude VAT



November 2024 exam session: Year 1 lifecycle: key dates and special fee



	Pre 8 Feb 2023	8 Feb - 7 Mar 2023	From 8 Mar 2023
Withdrawals	No fee	No fee	Full Y1 tuition fee payable
Course/Level Changes	No fee	No fee	Minimum switch fee of \$440* (Note 1)
Late starter & Transfer student	N/A	N/A	Minimum transfer fee of \$440* plus full tuition fee payable (Note 2)
Failure to complete SBC Orientation by Y1 drop date	N/A	N/A	Email reminders will be sent (Note 3)

Key points

- Fees apply per enrolment and per course.
- Where dates apply (e.g. to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Course and level changes from 8 March 2023)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$440 will apply (it will be more if additional teaching support is required). There is just one tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic team initiates a level change, then no switch fee will apply.

Note 2 (Late Starters and Transfer students from 8 March 2023)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$440 will apply (it will be more if additional teaching support is required) in addition to the full tuition fee.
- No fee will be charged if the transfer is not approved.
- If a transfer student withdraws at any stage after enrolment then the full tuition fee and the full transfer fee both remain payable.

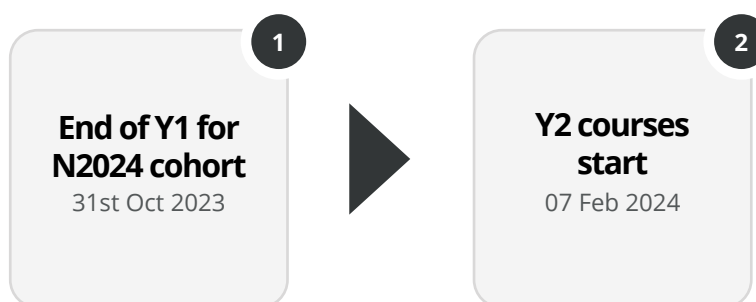
Note 3 (SBC Orientation)

The Site-based Coordinator (SBC) orientation is a free short self-paced orientation course designed to familiarise SBCs with the navigation of our Pamoja Online Courses platform, as well as the main concepts and online tools that they will need to utilise in order to best support students in their online course.

There is a strong correlation between successful students and SBCs who have completed their training. It is therefore a contractual requirement that all SBCs complete their training.



November 2024 exam session: Year 2 lifecycle: key dates and special fee



	Pre 31st Oct 2023	1 Nov 2023 - 06 Feb 2024	07 - 20 Feb 2024	From 21 Feb 2024
Withdrawals	Y1 fees apply	No Y2 tuition fee (Note 1)	Admin fee No Y2 tuition fee (Note 1)	Full Y2 tuition fee payable (Note 1)
Course/Level changes	Y1 fees apply	Minimum switch fee (Note 2)	Minimum switch fee (Note 2)	Minimum switch fee (Note 2)
Transfer student	Y1 fees apply	Minimum transfer fee plus full Y2 tuition fee payable (Note 3)	Minimum transfer fee plus full Y2 tuition fee payable (Note 3)	Minimum transfer fee plus full Y2 tuition fee payable (Note 3)
Failed to correctly register on IBIS by 15 May 2024				Email reminders will be sent (Note 4)

Key points

- Fees apply per enrolment and per course.
- Where dates apply (e.g. to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Y2 course withdrawals)

- Any withdrawal made prior to 31 October 2023 is treated as a Y1 withdrawal (no refund of Y1 tuition fee, no Y2 tuition fee).
- Provided Pamoja are informed in writing before the end of 6 February 2024 that the student will not be returning for Y2, then no Y2 tuition fee is due.
- Provided Pamoja are informed in writing between 7 February and the end of 20 February 2024 that the student will not be returning for Y2, then no Y2 tuition fee is due, but there will be an administration fee for late withdrawal.
- If a student withdraws after 21 February 2024, then the full Y2 tuition fee is payable.



Note 2 (Course and level changes)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee will apply (it will be more if additional teaching support is required). There is just one Y2 tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic team initiates a level change, then no switch fee will apply.

Note 3 (Transfer students)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee will apply (it will be more if additional teaching support is required) in addition to the full Y2 tuition fee.
- If a transfer withdraws by the end of 6 February 2024 then no fees are due.
- If a transfer withdraws from 7 February 2024, then the full Y2 tuition fee is payable as well as the full transfer fee.

Note 4 (IBIS registration)

- It is the IB World School's Diploma Programme Coordinator's responsibility to register Pamoja Online Courses Year Two students as online candidates on the International Baccalaureate's system IBIS ahead of the November examinations, or inform us in writing that the student will not be registered at all on IBIS since not sitting the final examinations.
- Failure to successfully register students as online candidates on IBIS results in significant additional work for Pamoja, and ultimately can result in the candidate not completing their IB DP.



Pamoja Online Courses – International Baccalaureate Diploma Programme

IB Diploma subjects (excluding Extended Essay)

November 2023 IB Diploma exams

Quotes can be provided by your Business Development Consultant on request to find out the total amount of tuition fees your school will be charged.

Pamoja Online Courses offered (subject to receiving sufficient enrolments) detailed below:

Core elements

- Theory of Knowledge
- Extended Essay

Studies in language and literature

- English A Language and Literature SL

Language acquisition

- French ab initio SL
- Mandarin ab initio SL
- Spanish ab initio SL
- Spanish B SL

Individuals and societies

- Business Management HL & SL
- ITGS HL & SL
- Economics HL & SL
- Philosophy SL
- Psychology HL & SL

Mathematics

- Mathematics: Analysis and Approaches HL

The arts

- Film SL



November 2023 exam session:

Pamoja Online Courses IB DP tuition fees (excluding Extended Essay):

N2023 cohort	USD	GBP	Euros	RMB
Year 2 (February 2023)	\$1,390	£1,080	€1,220	¥11,107

Pamoja Online Courses IB DP ab initio language courses and Film SL tuition fees:

N2023 cohort	USD	GBP	Euros	RMB
Year 2 (February 2023)	\$1,500	£1,170	€1,315	¥11,998

Pamoja Online Courses IB DP Extended Essay tuition fees:

N2023 cohort	USD	GBP	Euros	RMB
Full fee for two year course	\$440	£350	€390	¥3,557

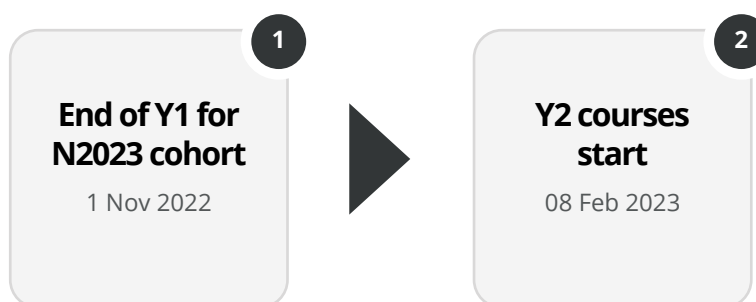
* Admissions fees and transfer fees:

USD	GBP	Euros	RMB
\$440	£350	€390	¥3,557

All prices exclude VAT



November 2023 exam session: Year 2 lifecycle: key dates and special fee



	Pre 1 Nov 2022	1 Nov 2022 - 07 Feb 2023	08 - 21 Feb 2023	From 22 Feb 2023
Withdrawals	Y1 fees apply	No Y2 tuition fee (Note 1)	\$440* admin fee No Y2 tuition fee (Note 1)	Full Y2 tuition fee payable (Note 1)
Course/Level changes	Y1 fees apply	Minimum switch fee of \$440 (Note 2)	Minimum switch fee of \$440 (Note 2)	Minimum switch fee of \$440 (Note 2)
Transfer student	Y1 fees apply	Minimum transfer fee of \$440 plus full Y2 tuition fee payable (Note 3)	Minimum transfer fee of \$440 plus full Y2 tuition fee payable (Note 3)	Minimum transfer fee of \$440 plus full Y2 tuition fee payable (Note 3)
Failed to correctly register on IBIS by 15 May 2023				Email reminders will be sent (Note 4)

Key points

- Fees apply per enrolment and per course.
- Where dates apply (e.g. to withdrawals), Pamoja must be informed in writing by the deadline. Verbal communication is not adequate – a written record must be available.

Note 1 (Y2 course withdrawals)

- Any withdrawal made prior to 1 November 2022 is treated as a Y1 withdrawal (no refund of Y1 tuition fee, no Y2 tuition fee).
- Provided Pamoja are informed in writing before the end of 7 February 2023 that the student will not be returning for Y2, then no Y2 tuition fee is due.
- Provided Pamoja are informed in writing between 8 February and the end of 21 February 2023 that the student will not be returning for Y2, then no Y2 tuition fee is due, but there will be a \$440 administration fee for late withdrawal.
- If a student withdraws after 22 February 2023, then the full Y2 tuition fee is payable.



Note 2 (Course and level changes)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the change is approved, then a minimum switch fee of \$440 will apply (it will be more if additional teaching support is required). There is just one Y2 tuition fee (we don't charge tuition fees for both courses).
- No fee will be charged if the change is not approved.
- If the Pamoja Academic team initiates a level change, then no switch fee will apply.

Note 3 (Transfer students)

- Request requires a transfer review. The review will consider what catch-up work is required to be performed by the student, whether this is achievable and what additional teaching support is required.
- If the transfer is approved, then a minimum transfer fee of \$440 will apply (it will be more if additional teaching support is required) in addition to the full Y2 tuition fee.
- If a transfer withdraws by the end of 7 February 2023 then no fees are due.
- If a transfer withdraws from 8 February 2023, then the full Y2 tuition fee is payable as well as the full transfer fee.

Note 4 (IBIS registration)

- It is the IB World School's Diploma Programme Coordinator's responsibility to register Pamoja Online Courses Year Two students as online candidates on the International Baccalaureate's system IBIS ahead of the November examinations, or inform us in writing that the student will not be registered at all on IBIS since not sitting the final examinations.
- Failure to successfully register students as online candidates on IBIS results in significant additional work for Pamoja, and ultimately can result in the candidate not completing their IB DP.



Special considerations

Pamoja students moving schools

If a Pamoja student moves to another IB World School during the academic year, the new school will not be charged unless the original school has not paid. Overall there will only be one tuition fee.

Medical exceptions

In the case where a student has had to leave their online course due to medical conditions, the fee charged can be reviewed and if specific criteria are met, can be partially refunded. Approval required from the Pamoja Senior Management team.

Extended Essay

Please refer to the quote provided by your Business Development Consultant to find out the total amount of Pamoja Online Courses Extended Essay fees your school will be charged.

The Pamoja Online Courses Extended Essay (EE) fee is chargeable from enrolment and non-refundable.

Students are required to also be enrolled in a Pamoja Online course to be eligible for Extended Essay supervision. They are not required to do the same subject as their Pamoja Online Course enrolment however it is recommended that they are studying this subject in some capacity.

Schools interested in enrolling multiple students who are not currently enrolled with in a Pamoja Online Course should speak to their Business Development Consultant. These cases will be reviewed by the Pamoja Academic team and are subject to approval.

Pamoja can guarantee supervisors for any subject offered as a Pamoja Online Course. Other subjects (e.g World Studies) are dependent on teacher availability and subject to approval.

An additional Extended Essay fee will be charged in case of a change of Pamoja Online Courses EE subject.

We reserve the right not to accept Extended Essay requests where we do not have teacher capacity.





Invoicing frequently asked questions

When are invoices published?

- Invoices are emailed to the school billing contact from mid-March 2023.
- A weekly invoicing run is performed as required following the initial invoicing run.

What forms of payment are accepted?

- Our preferred method of payment is Bank Transfer; payment details can be found at the bottom of your invoice.
- We also accept all major credit cards and cheques in US Dollars.
- Please note we do not accept payments by PayPal.

What are the payment terms?

- Payments are due 30 days after the invoice date.
- The contract, and therefore financial liability, is with the school due to our agreements with the examination boards. Schools are therefore invoiced and it is their responsibility to ensure full payment is received by the due date.
- Invoices are raised against each school cohort and cannot be raised for individual students.
- Failure to make full payment will ultimately result in withdrawal of services.





List of abbreviations

DP	Diploma Programme
EE	Extended Essay
HL	Higher Level
IB	International Baccalaureate
POC	Pamoja Online Courses
SL	Standard Level
TOK	Theory of Knowledge
Y1	Year one
Y2	Year two

