



Payment Policy

Effective Date: 26 January 2025

Lighthouse Academy for Educational Consultancy ("Lighthouse Academy") aims to provide clarity and transparency in all payment-related matters. This Payment Policy outlines the terms and conditions for tuition fees, add-on services, and other charges. By enrolling in our programmes, parents, guardians, or students agree to comply with this policy.

1. Payment Methods

- Payments can be made via bank transfer, credit/debit card, or other payment methods as specified by Lighthouse Academy.
- All payments must be made in Qatari Riyals (QAR).

2. Tuition Fees

- Tuition fees are charged on a termly basis unless otherwise specified.
- The first payment must be made in advance to secure enrolment.
- Monthly payment plans are available for eligible services and must be agreed upon during enrolment.
- A payment schedule will be provided, detailing due dates and amounts.

3. Add-On Services

- Fees for add-on services, such as additional lessons or tutoring sessions, are flexible and will depend on the number of sessions booked.
- Payment for add-on services must be made in advance before sessions are scheduled.

4. Course Fees

- Courses are offered at a set price, which must be paid in full before the start of the course.
- Failure to complete payment will result in cancellation of enrolment in the course.



5. Late Payments

- Payments not received by the due date will incur a late fee of [specify amount or percentage, e.g., 5% of the outstanding balance].
- Lighthouse Academy reserves the right to suspend services or withhold access to programmes until outstanding payments are made.

6. Refunds

- Refund eligibility and processes are governed by the Refund Policy.
- Registration fees and deposits are non-refundable.
- Refunds for unused services will only be considered under exceptional circumstances and at the sole discretion of Lighthouse Academy.

7. Payment Confirmation

- A receipt or confirmation email will be sent for all payments received.
- Parents or guardians are responsible for retaining payment confirmations for their records.

8. Changes to Fees

- Lighthouse Academy reserves the right to adjust fees for tuition, courses, or services with prior notice.
- Changes will not affect payments already made for ongoing programmes.

9. Financial Assistance

- Lighthouse Academy offers limited financial assistance to eligible families. Applications for assistance must be submitted during the enrolment process and will be reviewed on a case-by-case basis.

10. Contact Us For questions or concerns regarding payments, please contact us:

- Email: info@thelighthouseacademy.org



- Phone: +974 50576945
- Address: Unit 1, Building 3, Street 270, Zone 79, Al Arish Road, Doha, Qatar

By making a payment to Lighthouse Academy, you confirm that you have read, understood, and agree to the terms outlined in this Payment Policy.