

**GENERAL INFORMATION
FOR
ACADEMIC 2022/2023
BISHOP MATTHEW NORWOOD SCHOOL
KINDERGARTEN, ELEMENTARY
JUNIOR & SENIOR HIGH**



**1st COWFIELD JUNCTION, DU-PORT ROAD, PAYNESVILLE, MONTSERRADO COUNTY,
LIBERIA, WEST AFRICA
THE**



GSM NUMBERS

(231)0886-525413/0880417217/0770480451

SCHOOL MOBILE NUMBERS: 0778556638/0881826069

SCHOOL WEBSITE: bmatthewschool.com

Compulsory Computer Training Program

1ST GRADE TO 12TH GRADE

REGISTRATION REQUIREMENTS (BREAKDOWN)

REQUIREMENTS	OLD STUDENTS	NEW STUDENTS
Admission Form	-----	L\$ 500.00
P.T.A.	L\$ 700.00	L\$ 700.00
Batch	L\$ 500.00	L\$ 500.00
Activities	L\$ 1,000.00	L\$ 1,000.00
Breakage Fee	L\$ 500.00	L\$ 500.00
ID Card (Digital)	L\$ 500.00	L\$ 500.00
(Uniform) P.E. /ROTC/Senior Class	L\$ 3,500.00	L\$ 3,500.00
Gala Anniversary	L\$ 300.00	L\$ 300.00
Readers & Photocopies	L\$ 1,500.00	L\$ 1,500.00
Registration Fees	L\$ 1,500.00	L\$ 1,500.00
Extra Class Fees (3 rd Grade)	L \$ 1,000.00	L \$ 1,000.00
Extra Class Fees (6 th Grade)	L\$ 2,000.00	L\$ 2,000.00
Extra Class Fees (9 th Grade)	L\$ 3,000.00	L\$ 3,000.00
Extra Class Fees (12 th Grade)	L\$ 4,000.00	L\$ 4,000.00
Grade 12 Neck Tie	L\$ 3,000.00	L\$ 3,000.00

2022/23 YEARLY REGISTRATION PAYMENT

CLASSES	Old Students	New Students	2 nd Sem. Students
Kindergarten	L\$ 10,000.00	L\$ 10,500.00	L\$ 10,500.00
1 st & 2 nd Grade	L\$ 10,000.00	L\$ 10,500.00	L\$ 10,500.00
3 rd Grade	L\$ 11,000.00	L\$ 11,500.00	L\$ 11,500.00
4 th & 5 th Grade	L\$ 10,000.00	L\$ 10,500.00	L\$ 10,500.00
6 th - Grade	L\$ 12,000.00	L\$ 12,500.00	L\$ 12,500.00
7 th & 8 th Grade	L\$ 10,000.00	L\$ 10,500.00	L\$ 10,500.00
9 th Grade	L\$ 13,000.00	L\$ 13,500.00	L\$ 13,500.00
Grades 10 & 11	L\$ 10,000.00	L\$ 10,500.00	L\$ 10,500.00
12 th Grade	L\$ 17,000.00	-----00	-----00

YEARLY TUITION INSTALLMENT(PAYMENT) SCHEME

CLASSES	Nov. 1 th to November 4 th 2022 1 st - INST.	Jan 4 th to January 6 th 2023 2 nd - INST.	March 1 st to March 4 th 2023 3 rd - INST.	May 2 nd to May 6 th 2023 4 th - INST.	YEARLY TOTAL
K-G	L\$ 7,000.00	L\$ 7,000.00	L\$ 5,000.00	L\$ 2,000.00	L\$ 21,000.00
1 ST	L\$ 7,000.00	L\$ 7,000.00	L\$ 6,000.00	L\$ 2,000.00	L\$ 22,000.00
2 ND	L\$ 7,000.00	L\$ 7,000.00	L\$ 6,000.00	L\$ 2,000.00	L\$ 22,000.00
3 RD	L\$ 7,000.00	L\$ 7,000.00	L\$ 6,000.00	L\$ 2,000.00	L\$ 22,000.00
4 TH	L\$ 8,000.00	L\$ 8,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 25,000.00
5 TH	L\$ 8,000.00	L\$ 8,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 25,000.00
6 TH	L\$ 8,000.00	L\$ 8,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 25,000.00
7 TH	L\$ 11,000.00	L\$ 11,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 31,000.00
8 TH	L\$ 11,000.00	L\$ 11,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 31,000.00
9 TH	L\$ 11,000.00	L\$ 11,000.00	L\$ 7,000.00	L\$ 2,000.00	L\$ 31,000.00
10 TH	L\$ 12,000.00	L\$ 12,000.00	L\$ 9,000.00	L\$ 2,000.00	L\$ 35,000.00
11 th	L\$ 12,000.00	L\$ 12,000.00	L\$ 9,000.00	L\$ 2,000.00	L\$ 35,000.00
12 th	L\$ 14,000.00	L\$ 14,000.00	L\$ 9,000.00	----	L\$ 37,000.00

**TUITION INSTALLMENT (PAYMENT) SCHEME
FOR INCOMING STUDENTS (SECOND SEMESTER 2023)**

CLASSES	March 1st – March 4th 1ST-INST	June 1st - June 2nd 4th -INST.	TOTAL
K-G	L\$ 9,000.00	L\$ 2,000.00	L\$ 11,000.00
1 ST	L\$ 9,500.00	L\$ 2,000.00	L\$ 11,500.00
2 ND	L\$ 9,500.00	L\$ 2,000.00	L\$ 11,500.00
3 RD	L\$ 9,500.00	L\$ 2,000.00	L\$ 11,500.00
4 TH	L\$ 11,000.00	L\$ 2,000.00	L\$ 13,000.00
5 TH	L\$ 11,000.00	L\$ 2,000.00	L\$ 13,000.00
6 TH	L\$ 11,000.00	L\$ 2,000.00	L\$ 13,000.00
7 TH	L\$ 14,000.00	L\$ 2,000.00	L\$ 16,000.00
8 TH	L\$ 14,000.00	L\$ 2,000.00	L\$ 16,000.00
9 TH	L\$ 14,000.00	L\$ 2,000.00	L\$ 16,000.00
10 TH	L\$ 16,000.00	L\$ 2,000.00	L\$ 18,000.00
11 TH	L\$ 16,000.00	L\$ 2,000.00	L\$ 18,000.00

REGISTRATION ACADEMIC 2022/2023

Registration for academic 2022/2023 commences on Monday August 15, 2022 and ends Friday, September 30, 2022. Orientation for academic 2022/2023 school year is scheduled for Friday, September 30, 2022. **Classes for academic 2022/2023 school year officially begin on Monday October 3, 2022.**

ENTRANCE DATES

1st Entrance & InterviewWed. Aug. 3rd, & Fri. Aug. 5, 2022 (L\$ 2,000.00)
 2nd Entrance & Interview...Wed. Aug. 10th, & Fri. Aug. 12, 2022 (L\$ 2,000.00)
 3rd Entrance & Interview ... Wed. Aug. 17th & Fri. Aug. 19, 2022 (L\$ 2,000.00)
 4th Entrance & Interview... Tues. Aug. 23th & Thurs. Aug. 25, 2022 (L\$ 2,000)
 5th Entrance & Interview... Wed. Sept. 14, 2022 (L\$ 2,000)

Note: Administration of entrance is 9:00 A.M followed by interview on Friday 9:00 A.M on the school's campus.

UNIFORM INFORMATION

Nursery to 3rd Grade

Boys are to wear short navy blue trousers short sleeves white shirt, red collar, and red around the sleeves, red to the pocket. Black or navy blue socks and black shoes.

Girls are to wear navy blue skirts, white shirt with red to the collar, red to the pocket, with black or navy blue anklets, skirts 3 inches below the knees.

Note: Kindergarten Divisions

Pupils in this section must use blue suspenders on their skirts or trousers.

4TH TO 6TH Grade

Boys are to wear long navy blue trousers, white short sleeve shirt with red collar and red around the sleeves, red to the shirt pocket, black socks or navy blue socks or anklets for girls and black shoes for both boys and girls. Girls: Skirt three inches below the knees.

Junior High

Boys are to wear navy blue long trousers short sleeves white shirt with red around the sleeves, navy blue vest, black shoes black socks or navy blue socks. No size one (1).

Girls are to wear navy blue straight skirt, open at the back and overlapped three inches below the knees, free inside. Short white sleeve shirt with red around the sleeve, navy blue vest, black shoes, black socks, navy blue socks or anklets.

Senior High

Boys are to wear navy blue long trousers, short sleeve white shirt, navy blue vest, navy blue or black socks, black shoes. No size one (1).

Girls are to wear navy blue straight skirt (over lapped) open at the back, and overlapped with short white sleeves shirt, and navy blue vest, black shoes with black or navy blue socks/anklets, skirt three inches below the knee, free inside.

Note: Uniform will **not** be sold on the school’s campus. All students are asked to visit the school campus to view sample of the uniform before sewing.

All students must wear their uniform before they are allowed to sit in their classes the first day.

For more information, please contact the registrar’s office from 8:00A.M. to 3:00 pm from Monday through Friday.

STUDY CLASS (OPTIONAL)

Classes	Monthly Payment
Nursery- KG	L\$ 1,000.00
1 st -3 rd grade	L\$ 1,200.00
4 th – 6 th grade	L\$ 1,500.00

Graduation Information

Kindergarten Graduation Fee	US \$50.00
Grade Twelve (12) Graduation Fee	US \$125.00