



# مدرسة ايليت الانجليزية The Elite English School

CIR/EES/JAN/2342-24

Date: 3<sup>rd</sup> January 2024

Dear Parents,

## RE-REGISTRATION FEE FOR ACADEMIC YEAR 2024-25

Dear Parent,

This circular is to inform that the re-registration process for the next academic year (2024-2025) has commenced. In case you wish to continue your wards' schooling with us please note the following important points:

1. The last date for re registration is 18<sup>th</sup> February 2024;
2. Ensure to clear all fee dues for the current academic year 2023-2024 (April 2023 – March 2024);
3. Re-registration fees can be paid only after previous fee dues are cleared;
4. Re-registration fee will be adjusted with the fees accruing during the year 2024-2025.
5. Re-Registration Fee for Academic Year 2024-25 is AED500.

Please note that it is mandatory to buy the student diary and student identity card when paying the re registration fee. This step is being taken as both are identification documents and are required for identity verification in case of emergency. ID Card is also required for noting attendance from day 1 of the new academic year 2024-25. The amount is AED 52.50 ONLY (Student diary + identity card).

Parents who wish to apply for Transfer Certificate please note the following important points:

- a. TC forms will be issued ONLY after all the fee dues for the complete academic year (April 2023 – March 2024) are cleared;
- b. Duly filled TC form + copy of the student's passport + TC processing fee should be submitted in the Accounts Department;
- c. TC will be available 2- 3 weeks (approximately) after the conduct of the Open House for the Session ending Examination.

Regards,

PRINCIPAL

