

CirNo85/AJB/AY2021-2022/JUNE

1st June,2022

IMPORTANT CIRCULAR
Re enrollment Confirmation for Academic Year 2022-2023

Dear Parent,

Greetings!!

As we are moving forward and approaching the **New Academic Year 2022-2023**, we have a whole lot of plans with various improvements in both academic and non-academic areas which are in line with the school's continuous efforts to uplift education standards for the students and also to meet requirements of **ADEK (Department of Education and Knowledge)**.

Reduced School Capacity & restricted new admission for Academic Year 2022/2023

Further to circular "CirNo62/AJB/AY2021-22/MARCH" dated 8th March 2022, you were notified of the revised guidelines applied by ADEK related to the reduction of schools' capacity from the next academic year Sep 2022.

This decision will affect the required number of classrooms to accommodate the existing student strength as well as the number of new admissions into Al Ain Juniors School for the upcoming Academic Year 2022-23.

Hence, parents are kindly requested to confirm the re-enrollment or the transfer of their wards for the Academic Year 2022/2023.

Guaranteeing Enrollment for next Academic Year 2022/2023

You are kindly requested to confirm the re-enrollment of your child, by paying the re-registration fee **by 12-06-2022**. In case the re-registration amount is not paid, please note that enrollment is not guaranteed for the next academic year.

CRITERIA FOR Re-ENROLMENT OF EXISTING STUDENTS

1. **Re-registration fee for AY 2022-2023 can only be paid after all school fee for AY 2021-2022 (including June 2022) has been cleared.**
2. School confirms the re-enrolment of the existing students for the new academic year by receiving the payment of re-registration fee **by 12 June 2022**.
3. If a student remains absent (**unexcused leave**) (even after payment of the re-registration fee amount) for more than 10 working days from the beginning of the new academic year (in September 2022), the school reserves the right to cancel enrolment & seat will be given to deserving students.
4. Parent can provide a letter to the Student Affairs Department requesting approval for such a long absence, the leave request is subject to Principal's approval.
5. Re-registration fee amount is non-refundable.

SCHOOL TRANSFER PROCEDURE:

If you wish to apply transfer for your ward for the AY 2022-2023, kindly click the below link and fill the online Transfer form.

<http://www.alainjuniors.com/index.php/parents/official-school-documents>

MODES OF PAYMENT

Kindly note that fee payment can be made through any of the following options:

- Online fee payment / Parent portal

Online payments are accepted through the parent portal Zenda. Detailed information about the App is available on the school website <http://www.alainjuniors.com/online-fee-payment>

- At the School Front office

Parents wanting to process any transaction inside the school office must show Green pass on Al Hosn App (or 48 hours valid PCR test if unvaccinated)

Office timings: 7:30 a.m. – 3:00 p.m.

Kindly contact Student Affairs Department for any enquiries on 03-7810077 Ext-103

Your understanding and cooperation would be highly appreciated!

AJB Administration