



AJI Cir No. 03/AY 2025-2026/March

18/03/2025

## Revised Fee Policy and Fee Structure for Academic Year 2025/2026

Dear Valued Parent,

As we conclude the current academic year, we would like to express our sincere gratitude for your continued support. This year has presented both challenges and successes, and we are proud of the dedication shown by our educators, staff, and students in navigating these experiences.

Looking ahead to the 2025/2026 academic year, we are pleased to announce a range of initiatives aimed at further enhancing your child's educational experience. Our faculty has carefully designed curriculum improvements, engaging extracurricular activities, and strengthened support systems to meet the diverse needs of all students. We remain committed to fostering an environment that encourages curiosity, creativity, and a lifelong passion for learning.

To facilitate this, we have made some changes to our Fee Policy. Please note the following:

### **I. Revised Fee Policy**

As part of our annual review of the School Fee Policy, and we have identified the need to revise certain clauses to better serve the interests of students, parents, and the school. The updated clauses are as follows:

#### **a) Enrollment / Re-enrolment Confirmation and First Installment Payment:**

- Continuing Students: To confirm enrollment, all outstanding fees from the previous Academic year must be settled. All outstanding dues to be paid by **5 March** for the Indian System
- New and Continuing Students: The first installment must be paid two weeks prior to the start of the academic year.
- The first installment includes: Registration/re-registration fee, MOE books, Transport (if applicable), Tuition fee for April (Indian System).

#### **b) Monthly - Payments:**

Payments are required each month before the **5<sup>th</sup>** of every month for a total of 9 months. However, the first month of the academic year must be paid along with the first installment, which is due two weeks prior to the start of the new academic year.

#### **c) REFUND POLICY (In cases of Students leaving the school):**

- **The Registration fee** at the time of admission is non-refundable
- **Re-registration, Tuition and Transport Fee:**
  - ✓ Students who were enrolled in the previous academic year and intend to withdraw must submit a transfer request at least two weeks prior to the commencement of the new academic year.
  - ✓ The school will charge the value of the registration fee for students who were enrolled in the previous academic year if they do not return for the next year and do not submit official transfer notification by the specified deadline.





- ✓ If a student attends up to a part of the first week of the term and discontinues, the school will charge the full registration fee.
- ✓ If a student attends at least 1 week and up to 3 weeks in a term, the school will charge one month of tuition fees.
- ✓ If a student attends at least 3 weeks and up to 6 weeks in a term, the school will charge two months of tuition fees.
- ✓ If a student attends more than 6 weeks in a term, the school will charge the value of full-term fee.

**d) Board Examination Fees**

The school will charge a separate fee for Board Exams, which will be determined according to the directives of the respective examination boards. Parents will receive the Board Examination fee structure prior to registering for the exams.

**e) Students with additional learning needs**

In accordance with the Inclusion Policy, students with additional learning need will benefit from the school's educational services within the school's fee structure. However, where the exceptional need of a student requires specialist intervention and support beyond the school's standard inclusive provision, the school may request additional school fees.

Parental agreement is required which shall be renewed at least annually, or when there is a change in the fees charged.

## **II. Fee Structure**

The cost of operations has risen considerably in recent years due to factors such as inflation, escalating utility expenses, and the increasing demand for modern educational resources. To continue and enhance the high standards of education and services we offer, it has become necessary to implement a modest increase in school fees. The updated fee structure will be shared with you in due course as soon the approval from ADEK is obtained.

## **III. Important Notice:**

- To confirm the enrolment for the new academic year 2025/2026, the first instalment must be paid in full, before the first day of school.
- Partial payments are not accepted.
- Failing to confirm the enrolment and clearing the dues before the start of the year, we will be unable to continue providing tuition & transport services from the first day of school.
- **For updated fee policy, please visit the school website.**

We express our sincere gratitude for your continued trust and partnership throughout the past academic year. We are excited to welcome your children back for another year of growth, discovery, and achievement. As we embark on this new chapter, we do so with enthusiasm, optimism, and a collective commitment to delivering the highest quality education for our students.

**AJI School Administration**

