



AL MAHA PRIVATE SCHOOL

مدرسة المها الخاصة

STUDENT REGISTRATION CONTRACT

عقد تسجيل طالب



العام الدراسي
ACADEMIC YEAR
2024/2025



Student Registration Contract

Student's
Photo
4x6

Class to be attended: _____ AY: 20__ / 20__

Student Details

Family Name: _____

Given name(s): _____

Gender: ☐ Male ☐ Female

Nationality: _____

Place of Birth: _____

Date of Birth (dd/mm/yyyy): ____/____/____

Age at the beginning of the school year: ____ years / ____ months / ____ days

Religion: _____

Language/s Spoken: _____

Passport No.: _____

Passport Issue Date (dd/mm/yyyy): ____/____/____

Passport Issuing Authority: _____

Oman Civil No.: _____

Visa No.: _____

Visa expiry date (dd/mm/yyyy): ____/____/____

Province: _____ State: _____ Residence Zone: _____

*Has brother(s)/sister(s) at school: ☐ Yes ☐ No

Student Background

Entry/ Enrollment Status: ☐ New Student ☐ Transfer

Previous School Name (for transferred students): _____

Please inform us of any factors, which may affect your child's educational performance:

Has your child ever been assessed by an Educational Psychologists?

YES

NO

Has your child ever received additional support?

YES

NO

If you answered "YES" to any questions above, please give details:



Medical Information

Does your child currently take any medication?

YES

NO

If "YES", please provide details: _____

Does your child suffer from, or have they previously had any medical conditions?

YES

NO

If "YES", please provide details: _____

Does your child suffer from, or have they had, any of the following conditions?

Asthma:

YES

NO

Epilepsy/Seizures:

YES

NO

Allergies:

YES

NO

Diabetes:

YES

NO

Other (please specify): _____

I authorize the school's designated First Aider to give my child an Emergency First Aid, if need arises:

YES

NO

Parent's Details

Father

Name:

Nationality:

Mobile Number:

First Language:

E-mail Address:

Civil ID No.:

Expiry Date of ID:

Visa No.:

Occupation:

Office Number:

Mother

Emergency Contact Details (in case we're not able to contact the parents)

Name: _____

Relationship to Child: _____

Mobile Number/s: _____



Authorized Person To Collect Student From The School

1. Name: _____ Relationship to Child: _____
Mobile Number/s: _____
2. Name: _____ Relationship to Child: _____
Mobile Number/s: _____

Permission to post photos

From time to time, the school may take photos of the pupils and use them for social media outlets and publications.

Please put a cross (X) in the box if you do **NOT** want your child to appear in these photos.

☐

Terms and Conditions for Academic Year 2024 - 2025

Tuition fees

1* FULL PAYMENT PLAN

NEW STUDENT: Tuition Fee paid in Full (5% Discount) (OMR)					
Class / Year	Tuition	Tuition (5% discount): 20 th August	Registration Fee	Resource Fee	Total Fees
KG 1	1,900	1,805	100	200	2,105
KG 2	2,100	1,995	100	200	2,295
Year 1	2,400	2,280	100	200	2,580
Year 2	2,400	2,280	100	200	2,580
Year 3	2,400	2,280	100	200	2,580
Year 4	2,400	2,280	100	200	2,580

RETURNING STUDENT: Tuition Fee paid in Full (5% Discount) (OMR)				
Class / Year	Tuition	Tuition (5% discount): 20 th August	Resource Fee	Total Fees
KG 1	1,900	1,805	200	2,005
KG 2	2,100	1,995	200	2,195
Year 1	2,400	2,280	200	2,480
Year 2	2,400	2,280	200	2,480
Year 3	2,400	2,280	200	2,480
Year 4	2,400	2,280	200	2,480



2* TWO INSTALMENTS PLAN

NEW STUDENT: Tuition Fee (paid in two instalments) (OMR)						
Class / Year	Tuition	Dates of Payment		Registration Fee	Resource Fee	Total Fees
		20 th August	1 st January			
KG 1	1,900	950	950	100	200	2,200
KG 2	2,100	1,050	1,050	100	200	2,400
Year 1	2,400	1,200	1,200	100	200	2,700
Year 2	2,400	1,200	1,200	100	200	2,700
Year 3	2,400	1,200	1,200	100	200	2,700
Year 4	2,400	1,200	1,200	100	200	2,700

RETURNING STUDENT: Tuition Fee (paid in two instalments) (OMR)					
Class / Year	Tuition	Dates of Payment		Resource Fee	Total Fees
		20 th August	1 st January		
KG 1	1,900	950	950	200	2,100
KG 2	2,100	1,050	1,050	200	2,300
Year 1	2,400	1,200	1,200	200	2,600
Year 2	2,400	1,200	1,200	200	2,600
Year 3	2,400	1,200	1,200	200	2,600
Year 4	2,400	1,200	1,200	200	2,600

3* THREE INSTALMENTS PLAN

NEW STUDENT: Tuition Fee (paid in three instalments) (OMR)							
Class / Year	Tuition	Dates of Payment			Registration Fee	Resource Fee	Total Fees
		20 th August	1 st Nov	1 st Feb			
KG 1	1,900	760	570	570	100	200	2,200
KG 2	2,100	840	630	630	100	200	2,400
Year 1	2,400	960	720	720	100	200	2,700
Year 2	2,400	960	720	720	100	200	2,700
Year 3	2,400	960	720	720	100	200	2,700
Year 4	2,400	960	720	720	100	200	2,700

RETURNING STUDENT: Tuition Fee (paid in three instalments) (OMR)						
Class / Year	Tuition	Dates of Payment			Resource Fee	Total Fees
		20 th August	1 st Nov	1 st Feb		
KG 1	1,900	760	570	570	200	2,100
KG 2	2,100	840	630	630	200	2,300
Year 1	2,400	960	720	720	200	2,600
Year 2	2,400	960	720	720	200	2,600
Year 3	2,400	960	720	720	200	2,600
Year 4	2,400	960	720	720	200	2,600



4* SIX INSTALMENTS PLAN

NEW STUDENT: Tuition Fee (paid in six instalments) (OMR)										
Class / Year	Tuition	Dates of Payment						Registration Fee	Resource Fee	Total Fees
		20 th Aug	1 st Oct	1 st Nov	1 st Dec	1 st Jan	1 st Feb			
KG 1	1,900	320	316	316	316	316	316	100	200	2,200
KG 2	2,100	350	350	350	350	350	350	100	200	2,400
Year 1	2,400	400	400	400	400	400	400	100	200	2,700
Year 2	2,400	400	400	400	400	400	400	100	200	2,700
Year 3	2,400	400	400	400	400	400	400	100	200	2,700
Year 4	2,400	400	400	400	400	400	400	100	200	2,700

RETURNING STUDENT: Tuition Fee (paid in six instalments) (OMR)									
Class / Year	Tuition	Dates of Payment						Resource Fee	Total Fees
		20 th Aug	1 st Oct	1 st Nov	1 st Dec	1 st Jan	1 st Feb		
KG 1	1,900	320	316	316	316	316	316	200	2,100
KG 2	2,100	350	350	350	350	350	350	200	2,300
Year 1	2,400	400	400	400	400	400	400	200	2,600
Year 2	2,400	400	400	400	400	400	400	200	2,600
Year 3	2,400	400	400	400	400	400	400	200	2,600
Year 4	2,400	400	400	400	400	400	400	200	2,600

Payment Regulations

The Annual Fee is required to be paid in full before 20th AUGUST, 2024 prior to the commencement of the academic year through **CHEQUES**.

Four payment plans are available:

1. Full annual payment by cash, cheque or electronic transfer before 20th AUGUST, 2024 prior to the commencement of the academic year will qualify for a 5% discount.
2. Two payments by depositing two post-dated cheques before 20th AUGUST, 2024 prior to the commencement of the academic year, in line with the instalment payment figure published above.
3. Termly instalment plan by depositing three post-dated cheques before 20th AUGUST, 2024 prior to the commencement of the academic year, in line with the instalment payment figure published above.



4. Six equal instalment payments by depositing six post-dated cheques before 20th AUGUST, 2024 prior to the commencement of the academic year, in line with the instalment payment figure published above.

Please note the following:

- Late payment of tuition fees will accrue an additional charge of OMR 15 per week.
- Refused cheques will accrue an additional charge of OMR 20.
- All monthly payment cheques will be presented to the Bank on the first working day in line with the date of the cheque.
- In the event that a child leaves the school during a term, no refund of any paid or owing fees will be made. Any outstanding fees must be paid before leaving the school. Fees will not be reduced as a result of absence for any reason.
- Signing the acceptance of the Terms and Conditions renders the signatory legally liable for payment of the whole of the fees which are due, eg, annual tuition fees, any additional charges. Even if a company is paying the fees, the payment is still the ultimate responsibility of the parent / guardian.
- Registrations will not be deemed complete until the student registration form is completed, signed and returned to the school.

Discounts:

1. 5% discount on full payment of fees.
2. Sibling discount on second child OMR 100, third child OMR 150, fourth child and more OMR 200 (each).

Additional Fees:

- Registration Fee: OMR 100. This is a one-time non-refundable payment which secures a placement within the school for new student **ONLY**.
- Resource Fee: OMR 200 This fee is payable annually for both new and existing children at the time of registration. Thus, includes textbooks, notebooks, stationary and 1 uniform set.
- Extra uniform sets are priced individually. See table below.

Uniform Fees

Uniform can be ordered as an all-inclusive pack or individually.

Uniform	Boys	Girls
Polo Shirts	1	1
Shorts / Trousers	1	1
PE Kit	1	1
20 OMR per pack		

Uniform	Boys	Girls
Polo Shirts	2	2
Shorts / Trousers	2	2
PE Kit	1	1
30 OMR per pack		



Uniform	Size in inches								Total Items	Price per item	Additional Items (State size required)
Polo shirts	13	14	15	16	17	18	-	S		6 OMR	
Number of items											
Shorts	22	24	26	28	30	32	34	36		6 OMR	
Number of items											
Trousers	-	24	26	28	30	32	34	36		7 OMR	
Number of items											
Jacket	-	3/4	5/6	7/8	9/10	13/14	15/16	-		10 OMR	
Number of items											
PE Kit	13	14	15	16	17	18	-	S		10 OMR	
Number of items											

Chosen Payment Plan				
Payments	Payment Percentage%	Amount	Payment Date	Comment(s)/ Note(s)
Registration Fee				
Resource Fee				
Additional: Uniform Fee				
First Payment				
Second Payment				
Third Payment				
Fourth Payment				
Fifth Payment				
Sixth Payment				

Required Documents	
<input type="radio"/> Copy - Passport of the child	<input type="radio"/> Medical Form (completed)
<input type="radio"/> Copy - Birth Certificate of the child	<input type="radio"/> Latest School Report (if applicable)
<input type="radio"/> Copy - Oman Civil Card of the child (for expat)	<input type="radio"/> Copy - Identity Card of parents
<input type="radio"/> Copy - Visa of the child (for expat)	<input type="radio"/> Copy - Visa of parents (for expat)
<input type="radio"/> Recent passport size photograph of the child	<input type="radio"/> Signed school registration forms

Acceptance of Terms and Conditions



I, the undersigned, hereby certify that all the details written above are true and correct. I have read and accept the terms and conditions of Al Maha Private School. I agree to comply with them as well as with other school rules and regulations for the period that my child/children are registered in the school.

I understand that failure to comply with these terms, conditions, and regulations may result in disciplinary actions, up to and including termination of enrollment, as determined by the school administration.

Name: _____

Parent of: _____

Signature: _____ Date: _____

