

Boarding Terms & Conditions

Application Fee

The non-refundable Application fee of AED 525 (AED 500 + AED 25 as 5% VAT added as per government regulations) is due at the time of application.

Registration Fee

For new boarding students a non-refundable Registration fee will be charged, which is adjustable against the total fee. The Registration Fee is 50'000 AED and is due within 14 days from receiving the Offer Letter.

Payment structure

An upfront discount of 5% is applied when the full amount is paid within 14 days of the offer.

If the parents wish to pay in installments then the payment schedule is as follows:

Payment 1: Registration Fee (50'000 AED due within 14 days from receiving the Offer Letter)

Payment 2: First semester fee is due by 25th August

Payment 3: Second semester fee is due by 31st January

A student may not start the academic year unless the first term fee has been paid in full.

For students enrolling after the start of school, tuition fees will be pro-rated.

For students arriving after the start of a month: Arrival between 1st and 15th of the month – full month tuition fee is due; arrival between 16th and 30th/31st of the month – 50% of the respective month's tuition fee is due.

Payment of fees can be made by wire transfer, local check, cash or credit card. We only accept Visa and Mastercard. For late payment on any deadlines, the following fees will be charged: 1-15 days - AED 500 and 16-30 days - AED 1000. Bank details for wire transfer payment are available upon request. SISD will charge an administration fee of AED 500 for each check that is returned by the Bank.

According to Ministry of Education regulations, the school reserves the right to withhold any reports and final results as well as abstain from issuing transfer certificates until fees have been paid in full.

Reenrollment for continuing students will not be accepted unless all fees due have been paid in full.

Full Boarding Fee

Full boarders spend the whole term on campus and return home during the holidays.

- Fees are applied to term dates and are inclusive of: school tuition fees, accommodation, all meals and snacks, airport transfer, student visa, ESL/EAL classes, books, examination fees, one set of standard uniform and a selection of after-school activities.
- Fees do not include: medical insurance, whole school trips, travel, personal items and some external weekend and after-school activities.

Weekly Boarding Fee

Weekly boarders spend five nights per week on campus and return home during the weekends.

- Fees are applied to term dates and are inclusive of: school tuition fees, accommodation, all meals and snacks, ESL/EAL classes, books, examination fees, one set of standard uniform and a selection of after-school activities
- Fees do not include overseas trips, travel from home destination to Dubai and personal items.

Reenrollment

To secure the place for the next academic year, parents will be asked to pay a Reenrollment fee of 10% of the annual boarding fees in March of each school year, which is non-refundable, however adjustable against the total fee.

Billing

The Parent(s) or Guardian, whose signature(s) appear(s) on the Contract, shall be liable to SISD for the payment of outstanding School Fees.

Notice

To withdraw their child from school, the parent(s) or guardian has(ve) to submit a request in writing to SISD with no less than 2 months' notice, but before the final day of the Second semester. If appropriate notice is not given, parents will be liable for the boarding fee for that semester.

Withdrawal Policy

In the cases of both existing and new students, the registration or reenrollment fees will not be refunded if students choose not to return to school for the next academic year or choose not to take the offered places.

The value of the fee per month is calculated by dividing the total tuition fees by ten. Tuition fee refunds will be calculated as follows:

- If the student attends school for two weeks or less, a month's fees will be deducted;
- If the student attends school for a period ranging between two weeks and one month, two months' fees will be deducted
- If the student attends for more than a month, three months' fees will be deducted.
- Tuition will be refunded only after the parent or guardian has submitted the request in writing to the school admissions office. Tuition refunds are provided to the original payee.

The school reserves the right to not reenroll students for the following academic year when fees are repeatedly not paid on time. This will be documented by the school through the issuance of dated warning letters.

The school also reserves the right to not issue the concerned student his or her progress report and to refer the issue to the KHDA.

Holiday periods for boarders

The boarding houses are closed during the school holidays as stated in the school calendar. The boarding houses may remain open during public holidays (as stated by the KHDA) or professional development days, although the school reserves the right to close the boarding houses during these breaks.

Parents and/or guardians of boarders must ensure that alternative arrangements are made for their child when the boarding house is closed. Parents/guardians are responsible for informing the appropriate boarding staff about the alternative arrangements (e.g. travel plans, staying with a guardian) that have been made for the child. The boarding staff must be made aware of the alternative arrangements *before* the boarder leaves the boarding house. Confirmation of flight details must be sent a minimum of two weeks before the departure so that the airport transfers can be arranged as required.

On the final day of the semester, boarders must leave the campus no later than 10pm. Boarders must return to the boarding house no earlier than 8am on the last day of the break.

Insurance

Parents/guardians are responsible for insuring any personal items (e.g. laptops, mobile phone) that a boarder brings with them to the boarding house. The school does not accept responsibility for any items that are lost, damaged or stolen.

Medical Insurance

It is compulsory for all Full and Weekly Boarders to be insured under the School's insurance plan to ensure appropriate coverage. The cost for medical insurance is not included in the boarding fees and is at the parents' full expense.

Transfer from Boarding to Day and from Full Boarding to Weekly Boarding

Parents must obtain permission from the Head of the School in order for a boarder to transfer to become a day student. This is particularly relevant in cases where boarding is a condition in the offer to join the school.

Written notice of one full semester is required if parents wish to transfer a student from boarding to day school. Written notice must be given by the end of the first semester for change at the beginning or during the Second semester.

Boarders on school visa

Student Visa's through the school are only available to Full Boarders. Boarders on the school visa who transfer from Full Boarding to Weekly Boarding or day school will have their visa cancelled immediately. Boarders on a school visa who withdraw from the school will have their visa cancelled immediately.

Contact Information

Parent(s) agree(s) to inform SISD of any changes to their contact details, ensuring that they can be reached at any time via email, SMS and telephone.

April 2018