

TCS/GEN/132/2025-26

14-02-2025

## CIRCULAR

VALUE OF THE MONTH: **Forgiveness** مغفرة

**SUBJECT: RE-REGISTRATION FOR THE ACADEMIC YEAR 2025-2026**

Dear Parents,

We are pleased to inform you that the **re-registration process** for the upcoming academic year 2025-2026 will commence shortly. To ensure a seamless transition and secure your ward's seat, we kindly request your attention to the following important details:

### Key Information

#### 1. Fee Clearance

- Parents must **clear all fee dues** for the current academic year 2024-2025 by **24<sup>th</sup> Feb 2025**.
- Clearance of all fee dues, including that of March 2025, is mandatory for re-registration.

#### 2. Re-Registration

- Re-registration will require a payment of **AED 500**, which will secure your ward's seat for the next academic year. This amount will be adjusted towards the first installment fees.
- Re-registration period is scheduled from Tuesday, 20<sup>th</sup> February, 2025 to Thursday, 20<sup>th</sup> March, 2025

#### 3. Fee Payment Plans

- Parents who want to opt or continue with the **Monthly Payment Plan/Term Plan** for the next academic year must fill in the form ([CLICK HERE](#)) or visit the **Happiness Department** at The Central School, Dubai within the re-registration period.
- **Monthly payments will only be granted to parents with no defaults** in the previous academic year (2024-2025).
- Applications for the monthly payment option will only be accepted for parents who re-register between 20<sup>th</sup> February, 2025 and 20<sup>th</sup> March, 2025. The option to choose monthly payment will not be available after 20<sup>th</sup> March.

#### 4. Welcome Kit and Temporary Registration Card

- Upon successful re-registration and payment of fees for the new academic year as per the plan opted for, parents will receive a **welcome kit** and a **temporary registration card** for their ward, allowing them to join the new academic session starting **7<sup>th</sup> April 2025**.

## 5. Non-Registration Policy

- Parents who do not re-register by **6:00 PM on 20<sup>th</sup> March 2025** must pay the **full first-term fees by 1<sup>st</sup> April 2025** to secure their seat for the academic year 2025-2026.
- Students not registered by this deadline will be barred from attending the new academic session.

## 6. Payment Policy

- Students who are re-registered by 20<sup>th</sup> March will have time to pay their first-term fees or monthly installments until **15<sup>th</sup> April 2025**. However, those who fail to meet this deadline will not be allowed to attend classes after 15<sup>th</sup> April, until the fees are cleared.

Therefore, we kindly request all parents to adhere to the above timelines and guidelines to avoid any inconvenience.

### **KINDLY NOTE:**

The re-registration fee can also be paid through **Skiplly**. However, as the payment in skiplly will take 24-48 hours to process, parents who prefer to make the re-registration payment through the app should complete the same on or before 18<sup>th</sup> March, 2025.

Please note that Skiplly being only a payment platform, therefore parents using the app are then required to print the receipt of the payment from the Diary App and submit the receipt to the class teacher on the result day to get the Welcome Kit. The re-registration fees is non-refundable.

Thank you for your cooperation and continued support in ensuring a smooth academic transition for your ward.

For any concerns regarding the above mentioned details, please email at [happinessdesk@centralschool.net](mailto:happinessdesk@centralschool.net)

Regards,



Muhammed Ali  
**PRINCIPAL**

