



Norma Hudson
Superintendent

International Schools Group-Yanbu

PO Box 30039, Yanbu Al-Sinaiyah
Kingdom of Saudi Arabia 50057
Tel: 966-4-392-1088 Fax: 966-4-392-1075
www.isgyis.org



Paul Thompson
Principal

RE-ENROLLMENT FORM

School Year 2011 – 2012

Due: June 4, 2011

Please complete and sign the following enclosed registration forms:

- a. **2011-2012 Re-Enrollment Form**
- b. **Tuition Payment Agreement Form (Company to complete, sign and stamp if applicable)**
- c. **Medical Information (Attach a copy of the Immunization Card and the Medical Insurance Card)**
- d. **Consent to Release Photo/Image**
- e. **Policies Agreement Form**

Please complete and return the forms to the Registrar. Questions may be answered by contacting the school Registrar at (04) 392 1088 ext 116. The office hours are from 8:30am to 2:30pm, Saturday through Wednesday.

Yanbu International School Mission Statement:

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2011 – 2012 RE-ENROLLMENT FORM

School Use Only
Excel: _____
Skyward: _____
ID#: _____
Sig : _____
Fam. #: _____

Student Information:

Student's Last Name: _____ Student's First Name: _____
Student's Middle Name: _____ Male / Female (Please circle) Class/Grade: _____
Date of Birth: DD/MM/YYYY _____ Nationality: _____
Passport No.: _____ Expiry Date: DD/MM/YYYY _____
Iqama No.: _____ Expiry Date: DD/MM/YYYY _____
1st Language: _____ 2nd Language: _____ Religion: _____

Family Information:

Father's Last Name: _____ Father's First Name: _____
Father's Middle Name: _____
Mother's Last Name: _____ Mother's First Name: _____
Siblings at YIS / w class level: _____
Residence Address: _____
Father's Work #: _____ Fax: _____ Father's Mobile#: _____
Home Phone #: _____ Mother's Mobile #: _____
Primary E-mail: _____ Secondary Email: _____
Emergency Contact Name and Number: #1 _____
(Other than parents) # 2 _____

Sponsor/Company Information:

Sponsor Company Name: _____
Occupation/Position: _____ Employee #: _____ Department: _____
Company Address: _____ Company Phone: _____ Fax: _____
Name of contact in Company Human Resources/Personnel Office: _____
Phone: _____ Ext: _____ Fax: _____ Email: _____

Please enroll this student in Yanbu International School. I have read, understood and agreed to all related admission requirements:

Father's Name : _____ Father's Signature: _____ Date: _____
Mother's Name : _____ Mother's Signature: _____ Date: _____

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نموذج إتفاق دفع الرسوم الدراسية لعام 2011-2012

- رسوم التسجيل الأولي: 3000 ر.س. يدفعها الطلاب الجديد عند تسجيلهم في أي وقت من السنة الدراسية وتدفع بالكامل عند تسديد الدفعة الأولى (الحضانة - الصف الثاني عشر).
- رسوم الدفع بالأقساط: 1000 ر.س. تضاف إلى مجموع الرسوم المدرسية عند اختيار طريقة الدفع بالأقساط (الحضانة - الصف الثاني عشر).
- رسوم التسجيل الجزئي: 1000 ر.س. تضاف إلى مجموع الرسوم المدرسية لكل طالب يتسجل لأقل من سنة دراسية كاملة.
- غرامة التأخير في الدفع: 500 ر.س.
- رسوم امتحان القبول: 1500 ر.س. يدفعها كل طالب لإمتحان القبول.
- تحصل العائلات التي تسجل ثلاثة أولاد أو أكثر في مدرستنا على خصم بقيمة 50 % على الرسوم المدرسية الخاصة بالولد الثالث (و/أو أي ولد إضافي). تعني بالخصم الرسوم الخاصة بالأولاد الأصغر سناً.
- تحتسب الرسوم المدرسية للطلاب الذين يتسجلون في المدرسة بعد تاريخ 30 سبتمبر 2011، على أساس يومي وفقاً لعدد الأيام الدراسية المتبقية من السنة.
- لا يطبق نظام الدفع بالأقساط على الطلاب الذين يتسجلون بعد تاريخ 30 سبتمبر 2011.
- إذا انسحب الطالب من المدرسة بدون أن يستردّ الرسوم المدرسية أو بدون أن تترتب عليه مبالغ مستحقة، ثم قرّر العودة إلى المدرسة، يعامل معاملة الطالب القديم. وقرّر مجلس الأمناء اعتماد سياسة الدفع بالأقساط للتخفيف من عبء دفع الرسوم المدرسية كاملة دفعة واحدة، بالنسبة إلى أولياء الأمور الذين يجدون صعوبة في ذلك. تطبق طريقة الدفع بالأقساط على الطلاب المسجلين لكامل السنة الدراسية. وفي حال انسحب الطالب من المدرسة قبل نهاية السنة الدراسية لأي سبب من الأسباب، على الجهة المسؤولة عن الدفع أن تسدّد جميع الأقساط المترتبة على الطالب.

تأكيد الدفع

(توقيع وختم الكفيل/الشركة)

اسم الطالب (الاسم والشهرة): _____

اسم ولي الأمر (الاسم والشهرة): _____

الصف: _____

رقم الموظف: _____

الشركة: _____

تأكيد الدفع: يتم إعداد الفواتير بحسب الإمكانيات المختارة أدناه. تفتح المدرسة أبوابها للتسجيل واستلام الفواتير والدفع طوال أيام السنة. في حال أراد ولي الأمر أو الشركة تعديل خطة تسديد الرسوم المدرسية الأساسية، يجب أن يبلغ المدرسة بذلك خلال 10 أيام من اليوم الدراسي الأول.

طريقة الدفع (ضع علامة في الخانة المناسبة):

تدفع الرسوم من قبل الشركة: دفعة واحدة

تدفع الرسوم من قبل ولي الأمر: دفعة واحدة

الدفع مشترك بموجب فاتورتين: ولي الأمر: ريال سعودي _____ الشركة: ريال سعودي _____

يوقع ولي الأمر و/أو الكفيل في ما يلي.

أنا الموقع أدناه، أقر بأنني مسؤول عن تسديد الرسوم الدراسية عن الطالب حتى إن وافق الكفيل على تسديدها. وأدرك بأنه لن يسمح للطلاب بالحضور إلى المدرسة والمشاركة في الحصص إن لم تسدّد الدفعة المالية في الوقت المحدد.

توقيع ولي الأمر: _____ التاريخ: _____

يقوم فرد مصرح له من الشركة بتعبئة الخانات التالية والتوقيع ووضع ختم الشركة. إن الشركة:

توافق على تسديد كامل الرسوم المدرسية للعام الدراسي 2010-2011.

تعترف بمشاركتها في المسؤولية وتوافق على تسديد الرسوم والأقساط المدرسية عند الطلب.

أصرح في ما يلي أن الطالب المذكور أعلاه هو تابع للشركة وتتعهده الشركة بدفع الرسوم المدرسية المترتبة عليه للعام الدراسي 2010-2011.

الممثل المصرح له (الاسم) _____

المنصب _____

ختم الشركة _____

التاريخ _____

التوقيع _____

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2011-2012 FEES SCHEDULE

JUNIOR KINDERGARTEN – ½ Day Program				
Tuition	**Registration Fee	Total	*Daily Rate	*** Two-Installment Payment
SR 10,994	SR 3,000	SR 13,994	SR 61.42	SR 6,497 (+ SR1,000) by September 6, 2011 SR 5,497 by November 30, 2011
KINDERGARTEN - 5 TH GRADE				
Tuition	**Registration Fee	Total	*Daily Rate	*** Two-Installment Payment
SR 46,144	SR 3,000	SR 49,144	SR 257.79	SR 24,072 (+ SR1,000) by September 6, 2011 SR 23,072 by November 30, 2011
6 th GRADE - 8 th GRADE – Middle School				
Tuition	**Registration Fee	Total	*Daily Rate	*** Two-Installment Payment
SR 47,782	SR 3,000	SR 50,782	SR 266.94	SR 24,891 (+ SR1,000) by September 6, 2011 SR 23,891 by November 30, 2011
9 th GRADE - 12 th GRADE - High School				
Tuition	**Registration Fee	Total	*Daily Rate	*** Two-Installment Payment
SR 51,446	SR 3,000	SR 54,446	SR 287.41	SR 26,723 (+ SR1,000) by September 6, 2011 SR 25,723 by November 30, 2011

**** 50% DISCOUNT

JUNIOR KINDERGARTEN			
Tuition	*Daily Rate	**Registration Fee	Total
SR 5,497	SR 30.71	SR 3,000	SR 8,497
KINDERGARTEN - 5 TH GRADE			
Tuition	**Daily Rate	**Registration Fee	Total
SR 23,072	SR 128.89	SR 3,000	SR 26,072
6 th GRADE - 8 th GRADE – Middle School			
Tuition	**Daily Rate	**Registration Fee	Total
SR 23,891	SR 133.47	SR 3,000	SR 26,891
9 th GRADE - 12 th GRADE - High School			
Tuition	**Daily Rate	**Registration Fee	Total
SR 25,723	SR 143.70	SR 3,000	SR 28,723

**Pro-rata tuition benefit:* Students enrolling after September 30, 2011 will be billed on a pro-rated basis. The pro-rated tuition will be based on the number of student contact days (179) remaining in the school year, as specified by the ISG Yanbu 2011-2012 Calendar.

***Registration Fee* is of 3,000SR applicable to new enrollments at any time of the school year and is collected in full with the initial payment (Junior Kindergarten – Grade 12)

****Installment Fee* of 1,000SR is applicable to all installment plans (Junior Kindergarten – Grade 12)

Pre-Enrollment Testing Fee of 1,500SR is applicable to every assessment a student takes for enrollment. If the student is accepted, this fee will be deducted from the Registration Fee. If the student is not accepted, the fee will be refunded.

***** The ISG Board will allow a 50% tuition discount for the third child (and/or additional children) enrolled in an ISG school. The discount will apply to the youngest child(ren) only.*

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HEALTH INVENTORY 2011-2012

The **HEALTH INVENTORY** should be returned to us on your child's first day at school. It is very important for the School Nurse to know the medical condition of your child, especially if he/she becomes ill in school. It is also essential for the staff and the nurse to know of children who have allergic conditions.

MEDICAL HISTORY (Please complete and sign)

Student's Name (First/Middle/Last):		Date of Birth:	Grade:
Father's Name:	Father's Mobile:	Work Phone:	
Mother's Name:	Mother's Mobile:	Home Phone:	
Emergency Contact Name and Mobile 1 (other than parents):		Emergency Contact Name and Mobile 2 (other than parents):	

Please circle **YES** or **NO** to the questions below.

Does your child have any medical conditions that require special attention (i.e. asthma, seizures, cardiac problems, diabetes, etc.?)

YES NO If yes, please explain _____

Is your child allergic to any medication, food or other substances? **YES NO**

If yes, please list allergies _____

Is your child taking any daily medications? **YES NO**

If yes, please list medications and explain reason _____

Does your child wear glasses, contact lenses, hearing aide or other assistive devices? **YES NO**

If yes, please specify _____

Has your child been hospitalized, undergone an operation or acquired any major illness within the last two years? **YES NO**

If yes, please explain _____

If your child becomes ill at school, does the school nurse have your permission to give Paracetamol based medication at her discretion? **YES NO**

**Students should inform the school nurse about injuries and medical conditions. Students with medical complications such as asthma, diabetes and allergies should have necessary medications (i.e. inhalers, topical creams, etc.) stored in the Nurse's Clinic at all times.*

I am the Parent/Guardian of the above named child. I give permission for the information provided about my child to be reviewed and utilized only by the staff of this school and any school health personnel providing school health services for the limited purpose of meeting my child's health and educational needs.

Parent's Name: _____

Parent's Signature: _____

Date: _____

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CONSENT TO RELEASE PHOTO/IMAGE

Dear Parent:

A photograph of your child or his/her work may be included in a classroom or school project that could be used either as a demonstration project/activity in educational workshops/classes/conferences, or posted on the school or district web site. When publishing on the internet your child's first name may accompany the photo, but no last name or address will be included with your child's picture.

Please sign the release form below.

Release Form

_____ I DO give permission for a photograph of my child or his/her work to be included in a classroom or school project as described above. I am willing to release this into the public domain and understand that no monetary compensation will be given for the use of the materials.

_____ I DO NOT give permission for a photograph of my child or his/her work to be included in a classroom or school project as described above.

Parent's Printed Name

Parent's Signature

Date

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POLICIES AGREEMENT FORM

Dear Parent,

The following Conditions and Policies must be read on the school website under “Re-Enrollment 2011-2012.”

1. Superintendent’s Letter on Tuition and Fees
2. Principal’s Welcome Letter
3. Conditions of Placement, Acceptance and Continuous Registration
4. Attendance Policy
5. Responsible Use Policy and Contract (Elementary School)
6. Responsible Use Policy and Contract (Middle and High School)
7. Substance Abuse and Student Discipline

I hereby certify that I have read, understand and agree to these conditions and policies.

Student’s Printed Name

Parent’s Printed Name

Date

Parent’s Signature

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