

EISCIR-P73/23/06/2023

Dear Parent,

On behalf of the Directors, Administration and the entire family of Excel International School, we thank every one of you for choosing EIS for your children and trusting us for their education.

It gives us a sense of gratification and fulfillment to complete our very first academic year on a successful note. Apart from the regular school events and plans aimed at the overall development of our students, the year has witnessed a number of significant moments that made it unique and memorable. These would not have been possible if it weren't for your unflinching support, cooperation and time to time feedback in complementing our endeavours.

We also want to thank every child for the warmth, great memories and for the learning we have shared this year.

As the school closes for summer, we can't help but look back at the hitches that confronted us and the challenges we had overcome throughout the academic year. Indeed, it is a rewarding journey and sweet achievement!

**Please note the following details:**

**1. Enrolment for AY 2023-24**

To enrol your child for the new academic year:

- Kindly clear previous year dues (if any) and
- Pay applicable school fees from **14<sup>th</sup> August 2023 (Monday) to 28<sup>th</sup> August 2023 (Monday)** avoid any disruption of the tuition services.

**Mode of Fee Payment**

- Onsite Transaction (in-school)
- Zenda App
- Bank Transfer
  - Make sure to send a screenshot of the bank transfer payment by email to **fees.excel@eisalain.com**

Excel International School	
Account Name	Excel International School
Bank Name	Sharjah Islamic Bank
Account No.	0012153438002
IBAN No.	AE550410000012153438002
Swift code	NBSHAEASXXX
Branch	HBZ Stadium
Currency	AED
Address-2	Al Ain, Abu Dhabi, U.A.E

We appreciate your understanding and cooperation in this regard.

## 2. New Admissions to EIS

Admissions are open for all grades of KG - Grade 8, wherever seats are available. For further details, visit our school website at [www.eisalaian.com](http://www.eisalaian.com).

## 3. EIS School Office During Summer Break

The summer break begins on **26<sup>th</sup> June 2023** till **27<sup>th</sup> August 2023 (Sunday)**.

We request you to check our school website at [www.eisalain.com](http://www.eisalain.com) for regular updates. For any further information and queries, you may contact the following from 8 AM – 2 PM (Monday – Thursday) and 8 AM – 12 NN (Friday).

Name: **Ms Shireen Mohammad Amir** (Receptionist, Focal Point Management Consultancy)  
Phone Number: 03-7648113  
Email: info@eisalain.com

**Please be advised that FPMC office will be closed July 24<sup>th</sup> – 28<sup>th</sup>, 2023.** However, you can still reach us through the email.

## 4. School Fees Payment

We highly commend the parents who kept their fee records up to date and have paid all their dues on time. Parents with outstanding fee dues are requested to clear the account for AY 2022-23 to avoid the consequences below:

- Final Report Cards for AY 2022-2023 will not be released to the fee defaulters.
- Any official letters from the school viz. payment invoices, bonafide letters, conduct certificates, NOCs, etc. will not be issued.
- Students will be blocked on eSIS and promotion to the next grade level will be withheld with notification to ADEK, who will not allow document and fee defaulters to join any other school until the fee dues of the school are settled.
- At the end of the official AY 2022-23, parents who failed to clear their outstanding dues will not be offered admission to EIS.

Kindly take serious note of the above and understand your responsibilities.

## 5. Uniform and Book Sale Schedule

The sale will be conducted in August at the EIS campus. **Parents will receive an SMS notification regarding the schedule (timings) of the same on their registered mobile number.** Announcements and regular updates will be uploaded on the school website.

## 6. Bus Transport

If you wish to sign up and avail of the school transport services, please visit EIS from August 14, 2023 onwards or fill out the '**EIS – Transport Authorisation Form**' online by clicking the link <http://eisalain.com/for-parents/school-forms>.

## 7. Baseline Assessment

The Baseline Assessment will take place in September 2023 for KG1 to Grade 8. These will be a part of the formative assessments and will facilitate the target setting for students. Please find concepts and details of Baseline Assessments sent along with this email to help your child revise for a few

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hours during the summer break and prepare them academically when the school reopens.

**8. Deactivation of MS Teams Account**

Your child's MS Team account will be disabled on the **24<sup>th</sup> of August 2023**. We urge you to back up or download the lesson materials, activities, etc., for future reference. After this date, nothing can be retrieved from the same.

**9. Other Details**

The following details will be communicated via the registered parent email during the last week of August 2023.

- New class lists and timetable
- Orientation Programme: KG 1 to Grade 8
- Updated Baseline Assessment Schedule
- Uniform and Book Sale Information/Schedule

We take this opportunity to express our heartfelt thanks and gratitude to you and your families. May you all have a safe and enjoyable holiday!

With Warm Regards,

EIS Admin