

# An agreement Contract between the school administration and the parent

## For the academic year 2025/2026 AD

On the day: ..... corresponding to: ...../ ...../ 202 AD, it was agreed between:

The first party: the administration of Assalam Private School

The second party: Mr. .... The student's guardian / ..... Class/ .....

To register the student at Assalam Private School for the academic year 2024/2025 AD, in accordance with the terms and conditions of the contract concluded between the two parties, noting that the word “student” appears in the contract, meaning male and female students.

### First: Student's Data

Student's full name: \_\_\_\_\_ Tribe: \_\_\_\_\_

Civil number/passport: \_\_\_\_\_ Gender: ☐ Male ☐ Female

Nationality: \_\_\_\_\_ Place of birth: \_\_\_\_\_ Religion: \_\_\_\_\_

Date of Birth			Age at the beginning of the school year		
Day	Month	Year	Day	Month	Year

\* He has Brothers at school. ☐ Yes ☐ No

personal  
photo  
Measure  
4 x 6

### Second: Academic data

Registration status: ☐ Transferred ☐ New

The grade in which the student is to be registered/enrolled: \_\_\_\_\_

Name of the school from which the student is transferred: \_\_\_\_\_

### Third: Health data (the student's medical details, including chronic diseases that the school must know about)

☐ Allergies ☐ Epileptic seizures ☐ Surgery that requires attention

☐ Chronic diseases (hypertension, diabetes, asthma, anemia...) ☐ Other: \_\_\_\_\_

\* Medical reports must be attached

**Fourth: Data of the student's guardian** (the word guardian of the student means the person responsible for the care and upbringing of the student, such as the guardian, guardian, custodian, and the bodies entrusted with alternative care)

Guardian ☐ Father ☐ Mother ☐ Another party

Father's full name: \_\_\_\_\_ Tribe: \_\_\_\_\_  
Civil ID: \_\_\_\_\_ Position: \_\_\_\_\_  
Work location: \_\_\_\_\_ Work phone: \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Marital status: \_\_\_\_\_

Mother's maiden name: \_\_\_\_\_ Tribe/surname: \_\_\_\_\_  
Civil ID: \_\_\_\_\_ Position: \_\_\_\_\_  
Work location: \_\_\_\_\_ Work phone: \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Marital status: \_\_\_\_\_

Name of the entity: \_\_\_\_\_ Phone \_\_\_\_\_  
Name of the person in charge: \_\_\_\_\_ Phone number of the person in charge \_\_\_\_\_

**Fifth: Data of the person/entity to whom one refers when the guardian is not available**

Full name: \_\_\_\_\_ Tribe/surname \_\_\_\_\_  
Civil ID: \_\_\_\_\_ Position \_\_\_\_\_  
Work location: \_\_\_\_\_ Work phone \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Relationship \_\_\_\_\_

**Sixth: Housing data**

Region/State: \_\_\_\_\_ Village \_\_\_\_\_  
Famous landmark: \_\_\_\_\_ Street number: \_\_\_\_\_ Railway number \_\_\_\_\_  
Building number (house/apartment): \_\_\_\_\_ Type of housing: ☐ House ☐ Apartment

## Seventh: School transportation data

Would you like to register the student on the school bus: ☐ Yes ☐ No (If the answer is no, please write down the private transportation data)

Flight: ☐ One way ☐ Return only ☐ Round trip

Annual fees for school bus service			
serial	Annual fees		
	Go	Back	Return
1			
2			
3			

If using private transportation:

Driver's name: ----- Phone number-----

## Eighth: Tuition fees and other service fees

Stage/Grade	educational programs (monolingual/bilingual/international)	fees Register	Fees Scholarship	fees Books	fees Transport	Feeding fees	fees school uniform	Total Fees
Kindergarten								
preliminary								
First grade								
Second row								
Third grade								
fourth grade								
fifth grade								
Sixth grade								
Seventh grade								
Eighth grade								
Ninth grade								
Tenth grade								
Eleventh grade								
Twelfth grade								

Tuition fees agreed upon between the two parties:  only .....  
 ..... Nothing else

## Ninth: The mechanism for collecting tuition and other fees

Payments	The ratio %	the amount	Remaining amount	Payment deadline	comments
Downpayment					
The first batch					
The second installment					
third batch					
Fourth batch					
Fifth batch					
Sixth batch					
Seventh batch					
Eighth batch					
Ninth batch					

## Tenth: Mechanism for recovering fees and other fees

serial	the condition	Discount amount/percentage
1		
2		
3		
4		
5		

## Eleventh: The school's responsibility towards the student and his/her guardian (mention in detail)

- 1- Adherence to what is stated in the School Education Law issued by Royal Decree (31/2023).
- 2- Paying attention to instilling in the student the value of belonging and loyalty to Oman and His Majesty the Sultan.
- 3- Providing the appropriate educational service for the student in accordance with the Ministry's requirements.
- 4- Providing a safe educational environment (security and safety/student protection) in accordance with the Ministry's requirements.
- 5- Allow the student's guardian to be informed of everything related to the student's achievement level and moral behavior and to communicate with him to address the negatives.
- 6- Enabling the guardian to review the school's policy, laws, and regulations and their updates.
- 7- Providing a distinguished educational staff, which will benefit students.
- 8- Providing a suitable and safe means of transportation for the student to take him from home to school (with the guardian's obligation to pay the annual subscription fee for it).
- 9- Developing the student's various skills and working to benefit from them.
- 10- Constant communication with the guardian in a way that achieves the general benefit of both parties.
- 11- The school maintains continuous communication with the parent through the **eSchool** application.

## Twelfth: The responsibility of the student's guardian towards the school (mention in detail)

- 1- Commitment to what is stated in the School Education Law issued by Royal Decree (31/2023) and the Student Affairs Regulations and the Code of Conduct.
- 2- Respecting the laws and regulations governing work in the school.
- 3- The guardian is obligated to pay the agreed upon tuition fees amounting to (....) during the current academic year and pledges to pay them on the specified date agreed upon in the collection schedule. In the event of any change in the course of the educational process pursuant to the decisions of the Ministry of Education, the guardian is obligated to pay the full expenses as agreed upon above.
- 4- The student is committed to wearing the uniform school uniform approved by the school administration and agreed upon.
- 5- The student is committed to preserving Islamic traditions and etiquette and respecting the regulations and laws regulating work within the school.
- 6- The student is committed to preserving the school's capabilities and property and bears the costs resulting from not preserving them or tampering with them.
- 7- The student is committed to participating in extracurricular activities, celebrations, and events organized by the school, and signing this contract constitutes explicit approval from the guardian to photograph the student in various activities and to use the photos in marketing, educational promotion, and advertisements.
- 8- The student is committed to personal hygiene and general appearance.
- 9- The student is committed to enrolling in all academic programs offered by the school to improve the student's academic level and achievement.
- 10- The guardian is obligated to inform the school administration about his daughter's health condition if he has special medical conditions.
- 11- The school has the right to prevent the student from entering with phones, cameras, or any prohibited items based on the instructions received from the Ministry. It is not permitted to bring them, and the school has the right to confiscate them if the student has them.
- 12- The guardian is obligated to provide his and the student's supporting documents.
- 13- The guardian is obligated to pay the registration fee of (150 Omani Riyals). This amount is not refundable in the event of withdrawal from completing the registration. It is paid when the student registers for the first time.
- 14- In the event that the student does not wish to complete the academic year in school, his guardian is obligated to pay the full tuition fees.
- 15- The guardian pledges to pay 65% of the total tuition fees before the end of January and will complete the payment of the remaining fees before the end of April of the total tuition fees.
- 16- The parent is obligated to inform the school administration of his unwillingness to continue his child in the next academic year no less than 4 weeks before the start of the new academic year. In the event of failure to inform, the enrollment contract will be considered automatically renewed, and the parent will bear half of the full tuition fees in the event of failure. His son continues school in the new year.
- 17- The school has the right to announce outstanding students on various media sites with their names and results, especially general diploma students.
- 18- The student is committed to performing the noon prayer while performing it at school with his fellow students and teachers.
- 19- It is strictly prohibited for all school students to attend in their own cars except with a guardian or private driver.
- 20- Parents of twelfth grade students are responsible for transporting their children to the final examination centers to ensure safe arrival on time.
- 21- The guardian shall bear a fine for delaying the payment of any agreed-upon monthly installment if the delay exceeds a full week, amounting to 15 Omani Riyals (your commitment to paying the installment on time helps us to continue fulfilling our obligations).
- 22- The parent is obligated to follow up on all correspondence, lessons, and other reviews with the school administration by using the eSchool application.
- 23- In the event that a student assaults one of his colleagues or any of the school's members or employees and physically harms them, or in the event that the student commits, incites, or contributes to a sexual or physical assault on a colleague inside the school, the school has the right to refuse the student's continued study there,

with the guardian bearing the full tuition fees and any other legal compensation resulting from the student's mistake.

**Thirteenth: Other items (in a manner that does not conflict with the provisions of the bylaws and regulations)**

- 1 -
- 2-
- 3-

**Fourteenth: Required documents:**

- ☐ A copy of the birth certificate and bring the original certificate for review.
- ☐ A copy of the student's passport/ID card for Omanis.
- ☐ A copy of the student's residence card (for non-Omanis).
- ☐ A copy of the ID card of the student's guardian (for Omanis) / the residence card of the student's guardian (for non-Omanis).
- ☐ A copy of the student's health record.
- ☐ 4 personal photos of the student.
- ☐ Identification documents in case of (custody or guardianship...etc.)
- ☐ A copy of the water and electricity bill.

**Fifteenth: Acknowledgment and pledge**

We, the undersigned, acknowledge our full commitment to the terms of the contract, and we have the right to take legal action in the event that the other party does not adhere to this contract, and accordingly we signed it.

**First Party:**

**Al Salam Private School:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Second Party:**

**Guardian:**

Name of the student's guardian: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name of the registrant: \_\_\_\_\_

The amount was recorded in the accounts: \_\_\_\_\_

**Website:** [https:// www.zahratomanschool.org](https://www.zahratomanschool.org)



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