

Circular

Dear Parent,

The academic year 2018-19 has been completed successfully and the plan for the next academic year 2019-20 is in the final stage. We recognize the support extended by the parents in the success of all programmes related to school improvement.

Please be informed of the following schedule related to students' annual assessment results, fee payment system, beginning of new academic year etc.

All parents are requested to make proper follow up for the smooth transition to the new academic year.

A. Result declaration:-

The results of the annual assessment will be published through the Schools web portal on Saturday, 23rd March 2019 (pls. visit www.themodel.ae). The results published shall be provisional and are subjected to ADEK's final approval. **The results of the students, who do not clear fee arrears on or before 17th March, will be withheld.** Their results will be released only after 2nd April and after payment of the full fees.

B. Fee Payment system for next academic year:

Parents are expected to collect **Result / pass** certificate from the designated counters before proceeding to fee payment on these days.

Books will be issued after payment of the book fee, tuition fee, bus fee etc. for the next academic year (2019-20). In continuation of the system followed in the previous years, the fee for the whole year has to be paid in **three (3) installments**, the first being **cash payment / Current dated cheque (3 months – April to June)** and the remaining payment through two **Post dated Cheques** dated 01.09.2019 (4 months: September –December) & 02.01.2020 (3 months: Jan- March). **We request to you to keep enough number of cheque leaves, as cheque submission is mandatory on the date of first fee payment.**

Pls. note:

1. The school fees along with the post dated cheques shall be paid in favour of 'THE MODEL SCHOOL'. **Fee will not be collected if cheque is not submitted.**
2. Please remember the dates put on cheques (PDCs) and avoid bouncing. We are unable to hold or postpone the collection as all the cheques will be submitted to the bank in advance and the bank will send them for collection on due date. No further intimation will be given regarding the collection dates of cheques.
3. Admittance to the new classes shall be granted only on production of the fee payment receipt. So **please remember to send the fee receipts** (original or copy) with your children, **while sending them to the School on the reopening day.**

Schedule for result declaration, book issuance & beginning of next academic year 2019-20

S. No.	Subject	Day & Date
1.	Declaration of provisional results of annual assessments through web portal www.themodel.ae	Saturday, 23 rd March 7.00 a.m.
2.	Issuance of books for single child category parents (Gr. 1-5) (Books of other classes will not be issued on this day)	Saturday, 23 rd March 7.30 a.m. to 11.30 a.m. & 2.00 p.m. to 04.30 p.m.
3	Issuance of books for single child parents (Gr. 6 to Gr.10) (Books of other classes will not be issued on this day)	Sunday, 24 th March 7.30 a.m. to 11.30 a.m. & 2.00 p.m. to 04.30 p.m.
4.	Issuance of books for siblings category parents (Gr. 1 to Gr.5) & Issuance of books to KG 1	Monday, 25 th March 7.30 a.m. to 11.30 a.m. & 2.00 p.m. to 04.30 p.m.
5.	Issuance of books for siblings category parents (Gr. 6 to Gr.10) & Issuance of books to KG 2	Tuesday, 26 th March 7.30 a.m. to 11.30 a.m. & 2.00 p.m. to 04.30 p.m.
6.	Beginning of new academic year 2019-'20 (School reopening)	Monday, 01 st April (Classes for Gr. X- XII only)
7.	Beginning of all other classes (except KG 1 and new admissions)	Sunday, 07 th April
8.	Beginning of KG 1 and new admissions to all classes	Monday, 08 th April

Principal