



## **AMERICAN INTERNATIONAL SCHOOL OF MOZAMBIQUE (AISM) ENROLLMENT CONTRACT**

In the registration of my children,

\_\_\_\_\_

\_\_\_\_\_

to attend AISM, I agree to abide by the terms and conditions as specified hereunder:

### **TUITION AND OTHER FEES:**

1. The New Student fee is non-refundable and must be paid prior to the first day of attendance. Tuition, transportation and testing fees must be paid by 31 August and 31 January or within two weeks after the student commences classes unless agreed to and documented otherwise. Tuition fees may be partially refundable as stipulated in the fees policy.
2. The School is entitled to withhold report cards, transcripts and records if fees are not paid either at the end of a semester, or when a student leaves.

### **WITHDRAWAL NOTIFICATION:**

In order to obtain report cards, transcripts and other records, written notification should be provided at least two (2) weeks in advance of the anticipated date of withdrawal.

### **PUBLIC LIABILITY:**

1. The School assumes no liability for any instances of bodily injury or sickness or death sustained by an individual or group participants while on school premises or during school-sponsored activities off campus and furthermore, assumes no liability for damage to, destruction of, or loss of individual property.
2. In the case of an accident or serious illness, the School will contact the parent/guardian and/or the emergency contact person identified on the Health History Form. In the event that this is not possible, the School will make whatever arrangements deemed suitable for the welfare of the student, including contacting emergency service and taking the child to the most appropriate health clinic or hospital.

### **INFORMATION PROVIDED:**

Parents are required to notify the Admissions Office when information provided on the admission form has changed. The School's means of communication is through email correspondence and in cases of emergencies, by telephone. Information must be current at all times.

### **SCHOOL POLICIES AND REGULATIONS:**

The parent/guardian agrees to abide by Board Policies and Parent/Student Regulations posted on the School's website.

**HEALTH HISTORY AND IMMUNIZATION RECORDS**

Proof of required vaccination/immunization must be submitted to the School Health Office before a student may enter his/her assigned classroom. Health History Forms must be completed and submitted annually to ensure that accurate information is available at all times. Without a current Health History Form no student may participate in the sports programs or attend school-sponsored field trips.

**PARENT INVOLVEMENT**

Volunteers are one of our greatest resources. Our parents help organize events, raise money and assist teachers in classrooms. They help us achieve our goals, improve learning experiences and plan for the future. We know that parents have different interests, abilities and time constraints, but we value and appreciate whatever it is parents are able to offer.

**FUND RAISING**

1. Fund raising supports school growth and provides additional funds beyond the annual fees necessary to ensure that school facilities and resources are of the highest standards and in line with global educational developments and requirements.
2. AISM promotes community service programs for students, staff and parents that often require fund raising activities to finance projects in the local community.
3. Parents are encouraged to be active in the school community, and when possible donate time, goods and/or services for fund raising endeavors.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

AISM Representative: \_\_\_\_\_ Date: \_\_\_\_\_

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