

Terms and Conditions of Admission

1. Accuracy of information provided. All information provided to Mashrek International School, must be true, complete and not misleading. The parents/guardians of the student (“Parents”) must promptly update the School should any of the submitted details change.
2. Supporting documentation. All supporting documents during the admissions process must be provided to the School at the registration of the student. The School reserves the right to withdraw the offer of place, if all supporting documents are not provided within this timeframe.
3. Should it become apparent that your son/daughter has learning or behavioral difficulties and individual support is required, Mashrek International School may request that Learning Support is needed to support your child’s development. In this event, the parent is responsible for the payment of Additional Learning Support Fees.
4. School policies. The parents and student must abide by all School policies, as may be amended from time to time. The School’s policies are available on the school’s website and Intranet.
5. Fee payment, registration, and withdrawal:
 - New students' seat reservation fee is (300) JD and should be settled within 7 days after acceptance to secure enrollment and complete the admission procedures, otherwise the school reserves the right to use the seat if the admission procedures are not completed within this period.
 - This amount will be refunded upon the student's graduation or if the student transfers to another school, provided that the Administration is notified in writing prior to December 31st of the previous scholastic year.
 - This is applicable under the condition that the student has spent at least one scholastic year at Mashrek and paid the whole year’s tuition.
 - Students who leave the school and later re-register will be required to pay the New Students’ Seat Reservation fee a second time.
 - Current students’ re-registration fees is (500 JD) which are deducted from the tuition, this amount should be paid before December 31st in order to reserve a seat for the following scholastic year. Otherwise, his/her seat will be forfeited to a student from the waiting list. This fee is non-refundable and non-transferable.
 - The school has the right to reject the request of delaying the student’s registration for one or more scholastic years delay. The registration fees are not refundable in this case.
 - School fees must be paid before July of the Scholastic Year to secure the student’s place at the School.

- Parents may be required to pay additional fees, including but not limited to fees for the student's learning support needs (if such individual needs are identified by the School in prior consultation with the parents/guardian) and examination fees ("Additional Fees"). Failure to pay any School fees may result in exclusion of the Student from the school.
 - School fees, including but not limited to tuition, admission, registration, re-registration fees (if applicable) and Additional Fees may increase at any time in accordance with applicable law.
 - The Parents must give written notice to the Admission's and Registration Department prior to December 31st of the previous scholastic year, if the student is withdrawing from the School. In the event of withdrawal, Seat Reservation fees will be refunded in accordance with the School's fee refund policy.
 - All fees are non-refundable under any circumstances. In case of a student's withdrawal before the beginning or during the scholastic year, all paid amounts are non-refundable and non-transferable.
6. Parent instructions to School: The School may rely solely on instructions from either Parent. In the event that the School becomes aware of a dispute between the Parents or in the event that the School receives conflicting instructions from the Parents, the School is entitled to rely upon the instructions of the person selected as the Primary Contact in the admissions application. The School will only deviate from this policy if the School is provided with a valid court order, which, if issued by a foreign court, is attested by Jordanian courts (a "Court Order").
7. Provision of information to parent: The School will provide information about the student, including report cards, attendance records, and other items in the student's file, either to the student or to a Parent. In the event that the School becomes aware of a dispute between the Parents, and in order to protect privacy of communications, the Schools will not share communications between the School and either Parent with other Parent, unless required to do so by the Court Order.
8. Medical liability: Neither the School nor any of its affiliates, directors, employees, consultants or agents will be liable for injury to the student resulting from improper treatment of a medical conditions if the Parents fail to inform the School of such medical conditions in writing or comply with the School's medical policy or other instructions provided by the School or the Health Office Staff.
9. Waiver and indemnity: The school or any teachers or officials or voluntary helpers of the school, shall have no responsibility of whatsoever nature in respect of bodily injury to the above child:
- Prior to actual delivery of the said child into the custody of the said teachers or officials inside the school grounds, or after the child has been collected from the school grounds by a person authorized by me to do so, on a normal school day.

- Whilst on school grounds outside the official opening times.
- At any other time, unless the said child is in the direct custody or control of one of the said teachers whilst on a recognized outing or function arranged by the school.

Unless the injury is caused by or resulting from:

- The negligence of any employee, teacher or other person or persons authorized to act for or on behalf of the said school.
- Any defect on the premises of the said school.

In addition, I agree:

- To indemnify and keep indemnified the said school in respect of any amounts which the said school may pay, in respect of medical or other expenses arising from accidental bodily injury to the said child.
- To indemnify and keep indemnified the said school in respect of any loss or damage to property belonging to or in the custody or control of the said school caused by the said child.

10. I understand and accept that the Student's admission and continued enrollment at the School is conditional upon the Parents agreeing to and complying with these Terms and Conditions.

Parent's Consent on the following:

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| a. Academic, athletic and leisure trips inside Amman | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| b. Academic, athletic and leisure trips outside Amman | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| c. Using my son/daughter's pictures in any of the school's publications | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

-----To be completed by the Parent-----

I Parent/Legal Guardian of ----- confirm that I have read and accept these Terms and Conditions in full.

Parent / Guardian's Name: -----

Signature:

Date: