



INDIAN SCHOOL MUSCAT  
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Ref: ISM/PRIN/2020-21/024

26 July 2020

**Circular to Parents (KG to STD XII)**

Dear Parent,

**Subject: - Fee concession for 2020-21 and financial support to deserving parents.**

Indian School Muscat is the largest community school in the Sultanate of Oman, which always aims to provide the best education to the children of Indian Nationals. The policy of the School Management is that none of the existing students have to leave the school because of financial difficulties and extends all support to the parents who are facing financial difficulties in terms of the Fee Payment.

The School management Committee has decided to support the parent community due to the rising financial and socio-economic impact of Covid-19 pandemic by providing Fee Concessions to the parents for the year 2020-21 under the following categories within the Fee Concession policy of the School.

1. Fee Concession benefits to Parents having the maximum gross salary limit of RO.500 per month.
2. Fee Concession benefits to parents who have lost their job due to Covid-19 pandemic
3. Fee Concession benefits to parents who have lost their business activity including shops
4. Fee Concession benefits to parents who have not received Salary during the period

The above mentioned Fee Concession will be in addition to the relief measures announced by the Board of Directors, Indian Schools in Oman. We look forward to your support and assure you that genuine requests of the parents will be considered by the school management committee and will decide on the percentage of the discount to be offered based on the verification of the following documents.

1. Copy of Resident Card of Parents (Both Father and Mother) and Rent Agreement
2. Salary Certificate/Salary Slip from the Company
3. Bank Statement of last six months showing the salary transfer (January to June 2020)
4. Letter from the Sponsor in the required format provided in the application form.
5. Documents for the evidence for the loss of business activity including shops (if applicable)

In this regard, you are kindly requested to submit the required details by filling in the fee concession form available on the school website (<http://ismoman.com/circulars.html>). The filled in form along with the supporting documents can be sent through email ([feeconcessions@ismoman.com](mailto:feeconcessions@ismoman.com)) or by submitting the hard copies to school office between 8.30 am and 12.30 pm on all working days. Please note that those who have availed fee concession during last year are also required to submit a fresh application form and any decision on such concession requests will be addressed based on the school policy on Fee Concessions. **The last date of submitting the application with the required documents will be Sunday, 16<sup>th</sup> August 2020.**

**Parents are requested to remit the School Fee on time till any decision on the above Fee Concession and the Fee Concession provided will be adjusted in the remaining quarter fee payment.**

The decision on awarding fee concession will be finalized after preliminary interaction with the parents, schedule of which will be intimated to you once the school office operational subject to the announcement from the ministry of Education. The decision to grant fee concession is purely at the discretion of the School and the decision will be based on the merit of the application with relevant supporting documents.

Warm regards,

**Dr. Rajeev Kumar Chauhan**  
Principal