



INDIAN SCHOOL MUSCAT
PO Box: 2470, Ruwi, P.C. 112
Sultanate of Oman



ISM/PRN/021/2020-21

April 29, 2021

CIRCULAR TO PARENTS OF THE SCHOOL

Dear Parent,

Greetings from Indian School Muscat.

Indian School Muscat urges the parents to follow the **COVID 19** awareness and guidelines issued by the Ministry of Health, Sultanate of Oman and take necessary precautionary measures at all times. By considering the prevailing conditions and new developments, we request all parents and students to stay safe at home.

The school will remain closed till further intimation and online classes will be held for all classes from KG to STD XII.

▪ **FEE PAYMENT**

Fee Counter is open on all working days (Sunday to Thursday) from 7.30 a.m. to 1.15 p.m. and on all Saturdays from 9.00 a.m. to 12.30 p.m. Please follow the safety guidelines by wearing the mask and follow social distancing protocols while coming to pay the fee.

As a precautionary measure, the school office (including the Fee Counter and Book Store) is closed from Monday, 26th April 2021 to Sunday, 02nd May 2021.

Parents are reminded that the last day to pay first quarter fee without fine is on May 15, 2021. Request you to kindly make the fee payment before the due date. The Quarter Wise fee details for the year 2021-22 are available on the School website (<http://ismoman.com/>) and Online Parent Portal/Mobile App.

The School Fee can be paid through online banking or mobile banking by using the following means.

1. BANK MUSCAT MOBILE BANKING & ONLINE BANKING

Parents may use the online payment options like Bank Muscat Online/Bank Muscat Mobile Banking. There are no additional charges for electronic payment. Please choose "INDIAN SCHOOL MUSCAT" from the available options for the above online transactions and mobile banking.

2. BANK MUSCAT CDM

The School fee can be paid by using CDM of Bank Muscat by selecting School Fee Payment. Please select "**INDIAN SCHOOL MUSCAT**" only from the list of schools available for any transaction through CDM of Bank Muscat. **Please do not select "INDIAN SCHOOL" from the list for CDM transactions since it belongs to another school.**

3. FEE PAYMENT THROUGH ONEIC BILL PAYMENT (TASDEED, NBO, OAB, BANK SOHAR & NIZWA BANK)

Indian School Muscat has tied up with ONEIC/Tasdeed – Oman’s trusted leader in electronic payment solutions to facilitate online fee payment through their website (www.tasdeed.om) and KIOSK at various locations using any of the debit/credit cards.

The school Fee payment can be made with the following means by selecting School Fee Payment option. **Credit Card and Debit Card will be accepted through the Tasdeed Portal (www.tasdeed.om) and Thawani Pay Mobile App.**

- (i) **Tasdeed Portal (www.tasdeed.om)**
- (ii) **Thawani Pay Mobile app (Available in Play store and Apple Store)**
- (iii) **National Bank of Oman (Mobile Banking and online banking via NBO Portal)**
- (iv) **Sohar International Bank (Mobile Banking)**
- (v) **Oman Arab Bank (Mobile Banking)**
- (vi) **Nizwa Bank (Mobile Banking)**

For any support related to online payment and transactions using Tasdeed or ONEIC, the following person can be contacted. Eng. Wajdi M. Kofahi, Senior Technical Support E – Payment, ONEIC/Tasdeed. Tel: 24396299, Email: wajdi.kofahi@oneic.com.om

Note: For all the above transaction methods, school will send the Fee Receipt through their registered email id. Parents are requested to send an email to onlinefees@ismoman.com with the details of transaction as mentioned above, if they have not received the Fee Receipt through email within five working days of the Fee Payment.

4. FEE PAYMENT THROUGH DIRECT TRANSFER

The parents who are facing challenges to use the other channels can Transfer the School Fee directly to the following Bank accounts through online banking or CDM.

Bank Name	: Bank Muscat
Account Name	: INDIAN SCHOOL MUSCAT
Account Number	: 0333-00557363-0016

After the online fee payment **through direct transfer method**, the parent should sent an email to: onlinefees@ismoman.com with the following details.

Name of the Student:	Class & Section:	Gr No:
Amount Transferred:	Transaction Details/No:	Purpose of the Transfer: (Eg: Fee for Quarter-1 etc..)

▪ **BOOK STORE & TEXTBOOK DISTRIBUTION**

The textbooks and notebooks for all the classes (KG to X & XII) can be collected from the book store from **Monday, May 3, 2021** onwards. **Book store is open on all working days from 7.30 a.m. to 1.15 p.m. as per the above schedule.** The payment can be made at the counter directly by cash/POS at the time of book collection.

▪ **NEW ADMISSIONS FOR THE YEAR 2021-22**

For any query regarding the new admission for the year 2021-22, parents are requested to send a mail to admissions@ismoman.com.

▪ **ISM HELP DESKS**

- For any query regarding the Transfer Certificate and new admission, parents are requested to send a mail to admissions@ismoman.com.
 - For all general queries, parents are requested to send a mail to ismoman@omantel.net.om.
 - For all queries related to online fee payments and the challenges faced in the fee payments, parents are requested to send a mail to onlinefees@ismoman.com. **The school Fee Counter is open from 7.15 A.M. to 1.15 P.M. on all working days (Sunday to Thursday) and on all Saturdays from 9.00 a.m. to 12.30 p.m.**
 - Parents can view the academic performance, fee details, attendance, circulars and other communication through the **Online Parent Portal or Mobile Application**. The Online Portal can be accessed by clicking on the login button from the School Website (www.ismoman.com) or by using the direct link <http://ism.ethdigitalcampus.com/ISM/>. **The Mobile Application (Indian School Muscat)** can be downloaded from Play store or Apple store. For any technical query regarding the access to parent portal or mobile application, please send a mail to parentportal@ismoman.com by mentioning the GR. No. and Name of the student.
 - The experienced team of counsellors will be available for round the clock tele counselling 24x7 service at **90990444**.
 - If you are facing challenges in accessing these platforms or have any queries and need any support, you may contact the respective class teacher or can also send an email to the following email address.
 - For Classes KG I & KG II - onlineclass.pre-primary@ismoman.com
 - For Classes I to IV - onlineclass.primary@ismoman.com
 - For Classes V to VIII - onlineclass.middle@ismoman.com
 - For Classes IX to XII - onlineclass.senior@ismoman.com
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TRANSFER CERTIFICATES

Parents who wish to withdraw/discontinue their wards from the school shall submit the Transfer Certificate application in the prescribed format. The pre-printed application form is available with the Admission Office in the main school. The TC application form can be downloaded from the school website also. TC application form is not applicable for Class XII students. However, submission of TC application is required for Class X students who will not be continuing their studies in ISM after Class X.

EID UL FITR HOLIDAY

Please note that the school will remain closed on account of **Eid ul Fitr** as per the announcement from the Ministry. Please follow the media announcement in this regard. **On behalf of the President, members of the School Management Committee and Principal, we wish you all a very happy and Prosperous Eid.**

NEW ACADEMIC YEAR FOR CLASS XI

New Academic Year for Class XI will begin on **Wednesday, 5th May 2021**. The time table will be shared with the students by the respective class teachers on Tuesday, 4th May 2021 through the respective Google Classrooms and class groups.

The Provisional Admission is confirmed only after paying the First Quarter Fee and clearing the previous year dues if any. The Fee can be paid from 29th April 2021 through online banking and mobile banking or through the school fee counter from 3rd May 2021 onwards.

Those who have been allotted streams are expected to pay the First Quarter fee on or before Wednesday, 5th May 2021 and confirm their provisional admission

SECOND PERIODIC TEST FOR CLASSES X & XII

The Second Periodic Test for Classes X & XII will be conducted from **Monday, May 3, 2021** in the Google Classroom. The portion and the blueprint have already been shared with the students.

FIRST PERIODIC TEST FOR CLASS IX

The First Periodic Test for Class IX will be conducted from **Monday, May 3, 2021** in the Google Classroom. The portion and the blueprint have already been shared with the students.

JUNIOR PREFECTS' INVESTITURE CEREMONY

Junior Prefects Investiture Ceremony will be held virtually in the month of May 2021. Date and Timing will be intimated later.

FIRST ONLINE PERIODIC TEST FOR CLASSES V TO VIII

First Online Periodic Test for Classes V to VIII will commence on **Sunday, May 23, 2021**. Time Table and Blue Print and Portion will be uploaded in the respective classrooms shortly.

FIRST ONLINE PERIODIC TEST FOR CLASSES III & IV

The First Online Periodic Test for Classes III & IV will begin on **Sunday, May 23, 2021**. The detailed schedule and portion will be uploaded in the respective google classrooms.

■ COMMUNICATION TO PARENTS

In order to simplify the communication to parents, we have introduced a single communication channel. Parents are requested to save the number **00968 71158935** as 'INDIAN SCHOOL MUSCAT' to your contacts to receive all communications from the school. **Please note that this number will only be used for communication from school to parents and no queries from parents to this number will be answered.**

Warm Regards,



Dr Rajeev Kumar Chauhan
Principal

ACCOLADES

1	Sadhvi Sandesh Rai (6N) has successfully achieved the Asia book of Records & India book of records in maximum people solving 3x3 Rubik's cubes.
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