



SHARJAH INDIAN SCHOOL – Boys Branch, Juwaiza

Tel: 06 7452626 / 056 5257519 P.O. Box – 2324, Sharjah

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OUR VISION

Educate Enlighten Empower

Circular No. SIS Juwaiza/053/2018-2019

30th October 2018

Dear Parent,

Greetings from Sharjah Indian School, Juwaiza

It has been noted from our records that you have an amount of AED _____ fee outstanding against the account of your ward _____ studying in Grade _____ section _____.

I would like to bring to your kind attention in this regard that the school is largely dependent on the fees collected from our parents, for the actual running of the school. This is so because it is the only source of income with which to meet all the requirements of running a school of our stature. I am sure you understand that it becomes a big challenge to the institution with a large outstanding amount to be collected from the parents.

I am certain that you will empathize with us and endorse the fact that it is an embarrassment for us to be reminding you of such a large amount of fees that are due against the account of your ward.

May I therefore request you to kindly consider the above and settle the dues as soon as possible. In case you need to discuss the issue of payment with us do feel free to meet up with the undersigned, when we could come to a viable and amicable understanding. Kindly call the school number **06 745 2626** and fix an appointment with the Principal. I am most willing to listen to you and help you to find a suitable solution.

Keeping your convenience in mind we have made arrangements for you to pay the fees at the following venues.

1. Juwaiza campus: 7:00 a.m. to 2:00 p.m.
2. Ghubaiba campus: 7:00 a.m. to 3:30 p.m.
3. Indian Association Sharjah: 9:00 a.m. to 1:00 p.m. and 5:00 p.m. to 8:30 p.m.


You may also make the payment through online banking with ADCB. Credit cards are also accepted in all the three venues.

Kindly consider this note as a gentle reminder. If you have already made the payment, kindly ignore this circular.

We look forward to a positive reply from your end.

Thank you

With every good wish,


ANTHONY JOSEPH
PRINCIPAL

