



Please ensure that the information you provide is accurate as we cannot be responsible for errors.  
A separate form should be completed for each child. All sections must be completed.

**The School reserves the right to refuse entry without explanation.**

[ Please fill out the form in capital letters ]

### STUDENT'S PERSONAL DETAILS

FIRST NAME [As per the passport] .....

FAMILY OR TRIBE NAME [As per the passport] .....

FATHER'S FIRST NAME .....

GRANDFATHER'S FIRST NAME .....

MOTHER'S FULL NAME .....

Please affix a  
recent student  
photograph here

SEX(✓) M  F  APPLYING FOR ACADEMIC YEAR **2024-2025** APPLYING FOR YEAR GROUP   
[ Please refer to the Year Group Chart ]

DATE OF BIRTH (dd/mm/yy) ..... TOWN/CITY OF BIRTH .....

NATIONALITY ..... RELIGION ..... STUDENT ID .....  
[ As per the passport ]

### CONTACT DETAILS

#### FATHER

**FULL ADDRESS:** HOUSE NO..... WAY NO.....  
STREET..... LOCALITY .....

PO BOX..... PC..... CITY .....

NATIONALITY ..... ID CARD NO .....

OCCUPATION .....

EMAIL ADDRESS .....

GSM NUMBER .....

OFFICE NUMBER ..... EXT .....

WERE YOU A PUPIL AT THE SULTAN'S SCHOOL?  Y  N

YEAR .....

#### MOTHER

**FULL ADDRESS:** HOUSE NO..... WAY NO.....  
STREET..... LOCALITY .....

PO BOX..... PC..... CITY .....

NATIONALITY ..... ID CARD NO .....

OCCUPATION .....

EMAIL ADDRESS .....

GSM NUMBER .....

OFFICE NUMBER ..... EXT .....

WERE YOU A PUPIL AT THE SULTAN'S SCHOOL?  Y  N

YEAR .....

**SPONSOR** FATHER   
MOTHER   
GUARDIAN

**GUARDIAN**  
FULL NAME ..... GSM.....  
OCCUPATION ..... EMAIL ADDRESS.....  
**ADDRESS :** HOUSE NO..... WAY NO..... STREET.....  
LOCALITY ..... PO BOX..... PC..... CITY .....

### THE STUDENT'S LANGUAGES

THE STUDENT'S FIRST LANGUAGE ..... THE STUDENT'S SECOND LANGUAGE .....

LANGUAGES SPOKEN WITHIN THE FAMILY .....

### STUDENT AND PARENT LANGUAGE SKILLS

ARABIC		ENGLISH	
FATHER	Excellent ① ② ③ ④ ⑤ Poor	FATHER	Excellent ① ② ③ ④ ⑤ Poor
MOTHER	Excellent ① ② ③ ④ ⑤ Poor	MOTHER	Excellent ① ② ③ ④ ⑤ Poor
STUDENT	Excellent ① ② ③ ④ ⑤ Poor	STUDENT	Excellent ① ② ③ ④ ⑤ Poor



## MEDICAL DETAILS

DOES THE STUDENT HAVE ANY MEDICAL CONDITION OR LEARNING DIFFICULTIES THAT WOULD REQUIRE ADDITIONAL SUPPORT BY THE SCHOOL IF ACCEPTED? .....

IS YOUR CHILD RECEIVING OR HAS RECEIVED IN THE PAST ANY ADDITIONAL OR LEARNING SUPPORT.....  
IF SO PLEASE PROVIDE ADDITIONAL INFORMATION / DOCUMENTS / REPORTS / DIAGNOSIS.....

## DETAILS OF THE STUDENT'S CURRENT SCHOOL

NAME OF THE SCHOOL .....

YEARS COMPLETED IN THIS SCHOOL .....

PRESENT YEAR GROUP OR GRADE .....

## BROTHERS & SISTERS CURRENTLY ATTENDING THE SULTAN'S SCHOOL

Name of brother or sister	Year group	Name of brother or sister	Year group
1.		4.	
2.		5.	
3.		6.	

## BROTHERS & SISTERS NOT ATTENDING THE SULTAN'S SCHOOL

Name of brother or sister	Year group	Current School	Name of brother or sister	Year group	Current School
1.			3.		
2.			4.		

## PARENTAL DECLARATION

In making this application I/we undertake and agree that:

- the application can only be processed once all the required attachments have been submitted;
- completion of this form does not guarantee an offer of placement at The Sultan's School;
- a placement offer from The Sultan's School is subject to the successful completion of entrance tests, an holistic evaluation of the student abilities, and availability of seats;
- I/we have read, understood and accept The Sultan's School's Admissions Policy, The Sultan's School's Safe Usage Policy and The Sultan's School's Codes of Conduct;
- The Sultan's School reserves its right to withdraw a placement offer should parents not comply with the school's Admissions Policy;
- The Sultan's School reserves its right to decline the admissions application, should the medical conditions or learning difficulties of the student require more additional support than the school is currently able to provide;
- The Sultan's School reserves the right to withdraw the placement, should a pupil fail to make satisfactory progress after being enrolled;
- the admissions process will not be completed until the registration fees (RO 300) (non refundable). and advance fees (RO 500) have been paid to the Finance Dept.;
- The Sultan's School has your permission to use your child's photograph in school publications unless you inform us otherwise.
- failure to disclose any information with regards to the student's education which may be prejudicial to their placement at The Sultan's School may result in the offer or place being withdrawn.

I, the legal guardian, confirm all the above details are correct.

Name:..... Signature: ..... Date: .....

## DOCUMENTS REQUIRED FOR REGISTRATION.

(Please note: Applications cannot be processed until all documents have been received )

- 1. Term One report, SY 2023-2024
- 2. End of Year report, SY 2022-2023
- 3. Copy of the student's birth certificate
- 4. Copy of the student's identification card and passport
- 5. Copy of the parents' identification cards and passports
- 6. Four recent passport-sized photographs
- 7. A copy of the student's medical record and vaccination card
- 8. Completed MOE Medical Form
- 9. A signed copy of the tuition fee schedule.
- 10. A copy of the residence card for non-Omanis
- 11. A copy of the residence visa for non-Omanis.

### CHECK LIST

( for school use )

Received by

.....

Submission date

.....

Input number

.....



Form Year	Annual Fee	First Term	Second Term
KG 1	2,666	1,333	1,333
KG 2	2,986	1,493	1,493
Year 1	3,900	1,950	1,950
Year 2	3,900	1,950	1,950
Year 3	4,050	2,025	2,025
Year 4	4,050	2,025	2,025
Year 5	4,200	2,100	2,100
Year 6	4,200	2,100	2,100
Year 7	4,232	2,116	2,116
Year 8	4,666	2,333	2,333
Year 9	4,666	2,333	2,333
IGCSE 1	5,106	2,553	2,553
IGCSE 2	5,106	2,553	2,553
IB 1	5,692	2,846	2,846
IB 2	5,692	2,846	2,846

All the figures presented above are in OMANI RIALS and are subject to change without notice

### ADDITIONAL FEES

Registration Fee	: RO 300 Payable by all NEW STUDENTS. <b>This fee is non-refundable.</b>
Advance Fee	: RO 500 Payable by all NEW STUDENTS.
Materials' Deposit	: RO 200 Payable ONCE FOR ALL STUDENTS, and replenished annually.
Lunch	: RO 400 Payable ANNUALLY FOR ALL STUDENTS.
Exam Fees	: RO 500 Exam fees are to be paid in the last term in IG II and IB II.

### ADDITIONAL INFORMATION

Tuition Fees	50% is due on the first day of Term One. 50% is due on the first day of Term Two.
Sibling Reduction	A reduction of RO 100 is allowed to younger brothers and sisters in Years 1-13.
Re-Registration Fee	All students returning for the following academic year are required to pay RO 500 as re-registration fees.
Surcharge	A surcharge of RO 20/- will be applied in respect of each child if fees remain unpaid one calendar month after the due date. A further surcharge will be levied for each further month for which the fees remain unpaid.

I..... hereby confirm I accept the payment details as mentioned above.....  
(Name of Father/Legal Guardian) (Signature)



CLASSIFICATION		BIRTHDAY BETWEEN	
Primary	Early Years' Programme	Kindergarten 1	1 July 2020 - 30 June 2021
		Kindergarten 2	1 July 2019 - 30 June 2020
	Lower Primary Programme	Year 1	1 July 2018 - 30 June 2019
		Year 2	1 July 2017 - 30 June 2018
	Upper Primary Programme	Year 3	1 July 2016 - 30 June 2017
		Year 4	1 July 2015 - 30 June 2016
		Year 5	1 July 2014 - 30 June 2015
		Year 6	1 July 2013- 30 June 2014
Secondary	Middle Years' Programme	Year 7	1 July 2012 - 30 June 2013
		Year 8	1 July 2011 - 30 June 2012
		Year 9	1 July 2010 - 30 June 2011
	IGCSE Programme	IG 1	1 July 2009 - 30 June 2010
		IG 2	1 July 2008 - 30 June 2009
	IB Programme	IB 1	1 July 2007 - 30 June 2008
		IB 2	1 July 2006 - 30 June 2007

Please be advised that the year group system used in The Sultan's School (for Year Nine and above) is different from those schools that follow the grade system supervised by the Ministry of Education. Kindly bear this in mind should your child leave The Sultan's School to re-enter the grade system.

I ..... hereby confirm that I have read and understood the information above.  
 (Name of Father/Legal Guardian)

.....  
 (Signature) (Date)





All students are required to wear the correct uniform when attending school and for all school trips, unless otherwise specified.

**KG, Years 1 and 2  
Boys and Girls:**

White, royal blue, green or red T-shirt according to house colour

(Orange, yellow and purple are also used in KG)

Navy blue trousers or skirt

White socks

Conventional white or black flat shoes

*(Slippers and flip-flops are not allowed).*

**From Years 3-13**

**Boys**

Omani Boys – Plain white dishdasha with kummah (to be worn at all times); Brown, black or white sandals.

Non-Omani Boys – grey, black or navy blue trousers, white short-sleeved shirt, button front with collar (not polo shirt) worn tucked into trousers, with a belt if necessary. Full black, lace-up shoes and black socks.

**Girls**

Girls – navy blue pinafore dress, with modest, round or square neckline; loose fitting, to finish at the ankle (slit permissible, no higher than the knee).

White, front button blouse with collar and minimum elbow length sleeves(not a polo shirt).

Head-scarves (optional) should be navy blue or hair tied back;

White socks; conventional, flat shoes, single colour black, or navy blue).

No make up allowed

**NB:** : Shoes (males and females) - High heels, slippers and flip-flops; trainers (except during PE lessons) are not allowed.

**Jackets**

During cooler weather boys and girls may wear a navy blue, black or white sweater, cardigan (zip-up or buttoned) or the school's navy jacket (available from the school shop).

**Jewellery**

Both boys and girls may wear a simple wristwatch (smartwatch not allowed) and girls with pierced ears may wear a pair of simple stud earrings. No other jewellery is allowed. The school cannot accept responsibility for the loss of valuable jewellery items.

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**Hair**

Hair dye is not allowed at school. Boys – short hair and kept tidy.

**Nail Polish**

Nail polish of any type /colour /shade is not permitted at school.



**School store**

School store is located adjacent to new Cafeteria and Lower Primary building.

The store timings are from 7.30AM - 3.30 PM, Sunday to Thursday.

For any shop related enquiries, please call 24536777 - Ext: 408.