

REGISTER FOR AY 2024 - 2025



Get in touch with KiS on
info@kis-riyadh.com
+966 11 4939197
+966 11 4454863
+966 11 4911972

www.kis-riyadh.com

REGISTRATION FORM



مدارس خالد العالمية
Khaled International Schools

LEARNER'S INFORMATION

Student's Name: _____

Gender: Male Female

Student's Nationality: _____

Date of Birth ___/___/___

Religion: _____

Previous School Attended: _____

Reason for leaving (if applicable): _____

Admission requested for class: _____

Photo of the learner here

PARENT OR GUARDIAN INFORMATION

Father's Name: _____

Father's Nationality: _____

Father's Family card No. / Iqama No. _____

Date of Issue ___/___/___

Expiry Date ___/___/___

Mother's Name: _____

CONTACT INFORMATION

Address: _____

Tel. (office): _____

Residence: _____

Mobile: _____

E-mail: _____

Supervised by

License No. 4310140003



وزارة التعليم
Ministry of Education



EMERGENCY CONTACTS



مدارس خالد العالمية
Khaled International Schools

IN CASE OF EMERGENCY, PLEASE LET US KNOW WHO TO CONTACT

Name: _____

Relationship to student: _____

Tel. (office): _____

Mobile: _____

Residence: _____

Special Instructions in case of emergency:

I hereby verify that all of the information included in this form is accurate:

Name: _____

Date: ____/____/____

Signature: _____

REGISTRATION PROCEDURE

آلية التسجيل



مدارس خالد العالمية
Khaled International Schools

1. Fill the 'Registration Form'

2. Attach the following documents:

- A copy of father's passport and ID
- A copy of mother's passport and ID
- A copy of student's passport and ID
- A letter from the father's employer / sponsor
- A copy of the Birth Certificate
- A copy of the Vaccination Record

3. Foreign students coming from abroad are requested to provide the original report cards for the last two years, certified by the Ministry of Foreign Affairs of the country of origin and Saudi Embassy or Consulate of the country.

4. Students coming from other schools in Saudi Arabia are required to provide the following documents (full file):

- An acceptance letter issued by the MOE for the students coming from schools in Riyadh.
- A financial clearance letter from the previous school.
- The original report card for the previous year.

5. Pay the registration fees (2000 SR +15% VAT).

6. Sit the entrance exams / interviews and wait for notification of admission.

7. Remarks:

- Registration fees do not guarantee admission to school.
- Once paid, registration fees are non-refundable (and non-transferable to another student account) unless the student is not admitted to school.

1-أماً النموذج الخاص بالتسجيل

2-أرفق المستندات التالية:

- * نسخة عن جواز الوالدين وبطاقة الأحوال / الإقامة.
- * نسخة عن جواز الولد وبطاقة الأحوال / الإقامة.
- * نسخة صادرة عن مكان عمل ولي الأمر أو من الكفيل.
- * براءة ذمة مالية من المدرسة السابقة.
- * نسخة عن شهادة الميلاد.
- * نسخة عن سجل التطعيمات.

3-على الطلاب القادمين من خارج المملكة احضار أصل جميع الشهادات موقعة ومختومة من وزارة الخارجية في بلد الأصدار بالإضافة الى توقيع السفارة أو القنصلية السعودية في نفس البلد.

4-على الطلاب المنتقلين من داخل مدينة الرياض احضار الملف الكامل ومن ضمنه:

- * براءة ذمة مالية.
- * الشهادات الأصلية السابقة موقعة ومختومة من مدير المدرسة.
- * الموافقة الأصلية من وزارة التربية.
- * الطلاب القادمين من خارج مدينة الرياض احضار الملف كامل الشهادات مصدقة من التعليم الأهلي والأجنبي للمدينة القادمين منها.

5-سداد رسوم التسجيل.

6- التقديم لامتحان القبول.

7- الحصول على نتيجة الأمتحان واشعار القبول لتأكيد التسجيل.

- * رسوم التسجيل لا تسترد ولا تضمن قبول الطالب في المدرسة الا عند نجاحه في الامتحانات التقييمية ولا يحق تحويلها لحساب طالب آخر في حال لم يلتحق الطالب المقبول بالمدرسة
- تتعهد اعادة مبلغ التسجيل كاملا في حال عدم قبول الطالب.

Supervised by

License No. 4310140003



SCHOOL BUS REGISTRATION



مدارس خالد العالمية
Khaled International Schools

Our dedicated school buses ensure your child / children are picked up and dropped off safely, for every school day. Should you wish to sign up your child / children for the school bus service, please fill in the below form.

Name of Student: _____

Gender: Male Female

Grade: _____

Section: _____

Date of Birth: ____/____/____

Nationality: _____

Name of Guardian: _____

ID No: _____

CONTACT INFORMATION

Address: _____

Tel. (office): _____

Residence: _____

Mobile: _____

E-mail: _____

I WOULD LIKE MY CHILD TO BE

a) Only picked up from home (one way)

b) Only dropped off after school (one way)

c) Both picked up and dropped off (two ways)

Name: _____

Date: ____/____/____

Signature: _____

Supervised by
License No. 4310140003



TUITION FEES

GIRLS' SCHOOL (K1 - 12)

ACADEMIC YEAR 2024 - 2025



مدارس خالد العالمية
Khaled International Schools

GRADE	Tuition Fees 2024/2025	Tuition fees including VAT(15%)	01/09/2024	01/12/2024	01/03/2025
KG 1,2,3	21,500	24,725	8,242	8,242	8,241
Grades 1,2,3	24,500	28,175	9,392	9,392	9,391
Grade 4,5,6	25,000	28,750	9,584	9,583	9,583
Grades, 7,8,9	26,500	30,475	10,159	10,158	10,158
Grades 10, 11, 12	29,000	33,350	11,117	11,117	11,116

- Additional amount of 15% VAT will be added to books and bus fees.
- Saudi students will be exempted from the 15% VAT on the tuition fees.

All tuition fees are in SAR

Payment Policy:

- New learners (KG1 through Grade 12) are required to pay an amount of SR 2,000 before taking the entrance exams. This fee is broken down as follows:
 - SR 1,000: Diagnostic Test Fee (refundable only if the student is not admitted to school)
 - SR 1,000: Down Payment (to be deducted from the tuition fees)
 - **Tuition fees exclude transportation, books, stationery, art materials and copy books.**
 - Two-way bus fees SR 7,000 per year. An amount of SR 3,500, as bus registration fees, is required to be paid before June 1st, 2024 to ensure a seat on the bus. This amount will be deducted from the total bus fees.
 - Fees are to be paid prior to the start of each term, as outlined in the school calendar.
 - A service charge of SR 200 will be applied to dishonored checks.
 - A refund will only be granted if the parents withdraw students within one week from the date the installment was settled. In case parents withdraw students during the academic year, no fees will be refunded.
 - Parents/Guardians who choose to submit documents and tuition fees online either new or re-registering for the AY 24-25 must pass by the registrar's office to sign the school contract which should be renewed every year.

Discount Policy for Siblings

Families who have siblings enrolled in our school will benefit from a discount in the following manner:

- 10% of the tuition fees for the child in the second higher grade.
- 15% of the tuition fees for the third child in the lowest grade.
- 20% of the tuition fees for the fourth, fifth and sixth child in the lowest grade

Supervised by

License No. 4310140003



TUITION FEES

BOYS' SCHOOL (GR. 6 - 12)

ACADEMIC YEAR 2024 - 2025



مدارس خالد العالمية
Khaled International Schools

GRADE	Tuition Fees 2024/2025	Tuition fees including VAT(15%)	01/09/2024	01/12/2024	01/03/2025
Grades 6,7,8,9	26,500	30,475	10,159	10,158	10,158
Grades 10,11,12	30,000	34,500	11,500	11,500	11,500

All tuition fees are in SAR

- Additional amount of 15% VAT will be added to books and bus fees.
- Saudi students will be exempted from the 15% VAT on the tuition fees.

Payment Policy:

- New learners (KG1 through Grade 12) are required to pay an amount of SR 2,000 before taking the entrance exams. This fee is broken down as follows:
 - SR 1,000: Diagnostic Test Fee (refundable only if the student is not admitted to school)
 - SR 1,000: Down Payment (to be deducted from the tuition fees)
 - **Tuition fees exclude transportation, books, stationery, art materials and copy books.**
 - Two-way bus fees SR 7,000 per year. An amount of SR 3,500, as bus registration fees, is required to be paid before June 1st, 2024 to ensure a seat on the bus. This amount will be deducted from the total bus fees.
 - Fees are to be paid prior to the start of each term, as outlined in the school calendar.
 - A service charge of SR 200 will be applied to dishonored checks.
 - A refund will only be granted if the parents withdraw students within one week from the date the installment was settled. In case parents withdraw students during the academic year, no fees will be refunded.
 - Parents/Guardians who choose to submit documents and tuition fees online either new or re-registering for the AY 24-25 must pass by the registrar's office to sign the school contract which should be renewed every year.

Discount Policy for Siblings

Families who have siblings enrolled in our school will benefit from a discount in the following manner:

- 10% of the tuition fees for the child in the second higher grade.
- 15% of the tuition fees for the third child in the lowest grade.
- 20% of the tuition fees for the fourth, fifth and sixth child in the lowest grade

Supervised by
License No. 4310140003



Find KiS:

Kingdom of Saudi Arabia - 148 Riyadh
11411 Prince Fawaz Ben Abdel Aziz
Street, Nahda Road, Riyadh, KSA

Get in touch with KiS on:

info@kis-riyadh.com

+966 11 4939197

+966 11 4454863

+966 11 4911972



*We measure
success one happy
learner at a time!*