



ENROLMENT PROCEDURE

STEPS TO ENROLMENT

- Step 1: Registration** - For your application to be processed, please register with the Nursery by submitting a completed and signed Authorisation Form and paying the non-refundable Registration Fee of AED 1,000*. Please complete the registration form on our website www.wonderyears-nursery.com - "Register Now"
- Step 2: Nursery Offer** - Once you have registered with us, depending on availability, you will either be (i) Offered a Nursery place immediately OR (ii) Your child's name will be placed on our waiting list and you will be contacted later, with an offer, once a Nursery place becomes available.
- Step 3: Parental Acceptance** - To accept our offer and secure your child's space at the Nursery, please pay the non-refundable Enrolment fee of AED 3,000 which will be adjusted against (deducted from) your child's first term's fees, along with any other fees that may be due at this time.
- Step 4: Nursery Enrolment** - To complete the Nursery's enrolment procedure, you will need to make full payment of all fees due and submit all the relevant and up-to-date documents required by the Nursery.

Below is a list of document and fees required to complete the Nursery's enrolment procedure:

Required Documents:

- A copy of the following documents:
 - Child's birth certificate
 - Child's passport, UAE Visa & Emirates ID (both sides)
 - Both parent's passports, UAE Visa & Emirates ID's (both sides)
 - Child's Immunisation Records (up-to-date)
- Child's passport-size color photograph (4)
- The following completed and signed documents :
 - Nursery Agreement
 - Parental Authorisation / Photographic Image Form
 - Medical Form
 - All About Me Form

Required Fees*

- Enrolment Fee of **AED 3,000.00 (non-refundable)** - adjusted against (deducted from) the first term's fee.
- Registration Fee of **AED 1,000.00* (non-refundable)**.
- Deposit Fee of **AED 1,000.00** (refundable on the condition that one full term's prior written notice of withdrawal is provided to the Nursery).
- Term Fees - any relevant tuition fees, transport fees, extended care fees, etc. that may be due.

Please refer to our Schedule of Fees for further information.

***All Nursery fees are subject to VAT, as per Government regulations.**