



Date: 22/03/2026

Subject: Final Notice – Payment of Outstanding Tuition Fees and Completion of Seat Reservation Procedures

Dear Parents/Guardians,

Greetings,

The School Administration would like to remind you that 30/03/2026 is the final deadline for the payment of the outstanding tuition fees for the current academic year 2025–2026, as well as for the completion of seat reservation procedures for the academic year 2026–2027, in accordance with the school's approved financial and administrative policies and the regulations issued by ADEK, ensuring the continuity and smooth running of the educational process.

Parents are kindly requested to complete the seat reservation procedures as soon as possible (<https://2u.pw/t2iGNU>), noting that priority for seat confirmation will be given to students whose parents complete both the seat reservation process and payment within the specified timeframe.

To facilitate payment, the school provides multiple options. Parents may visit the school premises starting from 23/03/2026 to complete payment in Cash or via Visa/MasterCard. Kindly note that the school receives parents daily from 8:00 AM to 1:00 PM, or alternatively, payments may be made via bank transfer using the following details:

- **Account Name: UNIVERSAL PRIVATE SCHOOL LLC**
- **Account Number: 994000052825**
- **IBAN: AE570080000994000052825**
- **Bank Name: Arab Investment Bank – Al Ain Branch**
- **SWIFT CODE: ABINAEAA**

Upon completing the bank transfer, parents are kindly requested to send the payment confirmation including the student's name and current grade level via WhatsApp to 0555129716, in order to complete the reservation process and confirm receipt.



For any inquiries regarding the installment amount or other financial matters, please contact 0585955357.

Please be informed of the following:

1. A seat shall not be considered reserved or confirmed unless the reservation fee has been paid and the transfer has been received, verified, and officially approved by the school administration.
2. The seat reservation fee is non-refundable in the event of withdrawal or failure to complete registration procedures, and will be deducted from the tuition fees for the academic year 2026–2027 upon completion of registration.
3. Seat reservation for the upcoming academic year is conditional upon full settlement of all outstanding fees for the current academic year.
4. School transportation (if applicable) is an optional separate service, and a seat on the bus is only confirmed upon completion of registration procedures, payment of applicable fees, and fulfillment of service requirements.
5. Seat confirmation is a preliminary step only and does not constitute final student enrollment until all registration procedures are completed and the enrollment contract for the academic year 2026–2027 is signed.
6. Tuition fees, registration, and refund policies are subject to the regulations approved by the relevant educational authorities in the Emirate of Abu Dhabi.
7. The school reserves the right to accept or re-enroll students in accordance with its policies and internal regulations, and in line with applicable educational authority requirements.
8. In the event of providing inaccurate or incomplete information, the school reserves the right to cancel the reservation and take appropriate action in accordance with its approved policies.
9. In case of failure to complete the seat reservation procedures, including the completion of the previously sent survey (<https://2u.pw/t2iGNU>) and payment of the seat reservation fee (AED 500 per student), or failure to meet the specified deadline, the school reserves the full right to allocate the seat to other students without any obligation or liability.

In the event of non-payment of the outstanding tuition fees for the academic year 2025–2026 and the seat reservation fee for the academic year 2026–2027 by the specified deadline of 30/03/2026, the school



reserves the right to take all financial and administrative actions stipulated in the signed enrollment contract and its approved policies, in accordance with ADEK regulations, without any liability on the school. Such actions may include, but are not limited to, withholding of reports or certificates, suspension or delay of re-enrollment, restriction of selected school services, or any other measures permitted under applicable regulations, in order to safeguard financial rights and ensure the continuity of the educational process.

We thank you for your cooperation and continued support in the best interest of our students.

Yours sincerely,

School Administration





المصرف
AL MASRAF

Reference No: IBAN/01/24

رقم المرجع: IBAN/01/24

Date: 14/05/2024

التاريخ: 14/05/2024

| Subject: Certificate of Account Maintenance | الموضوع: شهادة الاحتفاظ بحساب |
|--|--|
| Account No: 994000052825 | رقم: 994000052825 |
| Attention to whom it may concern | موجه لمن يهمه الأمر |
| We at Arab Bank for Investment & Foreign Trade, Al Ain Branch Branch certify that, UNIVERSAL PRIVATE SCHOOL LLC are holding a Current Accounts AED A/C No: 994000052825 IBAN AES70080000994000052825 with us since 26 APR 2024 | نشهد نحن المصرف العربي للاستثمار والتجارة الخارجية، فرع: فرع العين بأن المدرسة العالمية الخاصة ذ م م يحتفظون بحساب رقم: 994000052825 رقم التعريف الدولي AES70080000994000052825 لدينا منذ 26 APR 2024 |

SWIFT CODE: ABINAEAA

This certificate is issued at the request of the customer without any responsibility on our part towards any other third party.

أعطيت هذه الشهادة بناء على طلب العميل دون تحمل أدنى مسؤولية أو التزام على المصرف تجاه الغير.

Authorized Signature

Note: Any deletion / amendment / change in this certificate render it invalid.

التوقيع المعتمد

ملاحظة: أي كشط أو تغيير أو تعديل في هذه الشهادة يجعلها لاغية وغير ملزمة.

