



## **OXFORD AQA IGCSE REGISTRATION – FOR OCT/NOV 2022**

- ⇒ Registration will begin on the **04<sup>th</sup> of September and end on the 11<sup>th</sup> of September 2022, except Friday and Saturday.**
- ⇒ View the sample Application form before filling out your application.
- ⇒ **Please note that you must be enrolled for this academic year to apply through the school. Candidates are not allowed to register for subjects the school does not offer without permission.**

Step 1: Scan the Application form and other documents in one file (pdf) and send it via email.

Step 2: Visit gate 09 between 7.00 am to 1.00 pm with a printed copy of all the documents to collect the registration summary/ statement of entry

Step3: Pay the cashier with a credit or debit card.

Step 4: Submit the Application form along with receipt of payment, declaration form, and passport copy to gate 09

1. Your name should be entered according to the passport in CAPITAL letters
2. Enter a valid mobile number and an email address for future correspondence.
3. **Examination fees are non-refundable. Please refer to the subject and fee list.**
4. Review the information you entered for accuracy.
5. Please be aware that **the payment will only be accepted after completing the registration**. You can pay the cashier by credit or debit card from 4<sup>th</sup> September onwards. The deadline for receiving the payments is on 11<sup>th</sup> September 2022. Late applications will be subjected to a penalty fee.
6. Any incomplete forms or forms without all the required documents will not be accepted.

**Note that anyone currently outside the country can send the scanned copy of all the documents via email ( [a.haniffa@ais.sch.sa](mailto:a.haniffa@ais.sch.sa) ) along with receipt of the online transfer. ( Alinma Bank Al Rowad International Schools IBAN SA6805000068200473811001 ). Just sending the documents via email does not mean that process is complete. The parents /students must follow up via email till the statement of entry is received.**

- ⇒ **Please be advised that no call to a personal mobile number will be entertained. All communication should be through email.**
- ⇒ If you have any queries, don't hesitate to contact me via email ([a.haniffa@ais.sch.sa](mailto:a.haniffa@ais.sch.sa)), and I will respond at the earliest possible time.

Amanullah Mohamed Haniffa  
IGCSE and A-LEVEL Coordinator (CIE& EDEXCEL)  
Academic and College Counselor  
Email: [a.haniffa@ais.sch.sa](mailto:a.haniffa@ais.sch.sa)  
Tel: +966112813003 ext-216

هاتف : +966 11 2813003 فاكس : +966 11 4812300

بريد إلكتروني : [info@arrowad.sch.sa](mailto:info@arrowad.sch.sa)

الغرفة التجارية : 95525

[ais.arrowad.sch.sa](http://ais.arrowad.sch.sa)