

# Visionary Heights International School Terms and Conditions

## 1. Introduction

Welcome to Visionary Heights International School (hereafter referred to as "VHIS"). These Terms and Conditions govern the use of our educational services, facilities, and website. By enrolling your child at VHIS or using our services, you agree to abide by these terms.

## 2. Enrollment and Admission

1. **Eligibility:** Admission to VHIS is open to all students who meet the academic and age requirements as specified in the admission policy.
2. **Application Process:** Prospective students must complete an application form, submit required documents, and may need to participate in an interview or entrance examination.
3. **Acceptance:** Admission is at the discretion of VHIS's administration board. Acceptance letters will be issued to successful applicants.

## 3. Fees and Payment

1. **Tuition Fees:** Tuition fees must be paid according to the schedule outlined in the fee structure provided at the time of admission.
2. **Payment Methods:** Fees can be paid via bank transfer, credit/debit card, or any other method specified by VHIS.
3. **Late Payments:** Late payments may incur additional charges. VHIS reserves the right to suspend or expel students for non-payment of fees.
4. **Refund Policy:** Fees are generally non-refundable. Exceptions may be considered in cases of withdrawal before the start of the academic year or other extenuating circumstances, subject to VHIS's refund policy.

## 4. Academic Policies

1. **Curriculum:** VHIS follows an international curriculum, details of which are provided to students and parents at the start of each academic year.
2. **Assessment:** Students will be assessed through exams, projects, and other methods as determined by VHIS.
3. **Academic Integrity:** Students are expected to maintain the highest standards of academic integrity. Cheating, plagiarism, and other forms of academic dishonesty are prohibited.

## 5. Conduct and Discipline

1. **Code of Conduct:** Students must adhere to VHIS's code of conduct, which outlines acceptable behavior and disciplinary procedures.
2. **Disciplinary Actions:** Violations of the code of conduct may result in disciplinary actions, including warnings, suspension, or expulsion.
3. **Bullying and Harassment:** VHIS has a zero-tolerance policy for bullying and harassment. Such behavior will result in immediate disciplinary action.

## 6. Attendance and Leaves

1. **Attendance:** Students are required to attend all classes and school activities unless excused for valid reasons.
2. **Leave of Absence:** Students must seek prior approval for any planned absence from VHIS. Unapproved absences may result in disciplinary action.

## 7. Health and Safety

1. **Health Records:** Parents/Guardians must provide accurate health records and emergency contact information at the time of admission.
2. **Medical Emergencies:** In case of a medical emergency, VHIS will take appropriate action, including seeking medical assistance, and will notify parents/guardians as soon as possible.
3. **Safety Policies:** VHIS is committed to providing a safe learning environment. Students must comply with all safety regulations and guidelines.

## 8. Use of Facilities and Resources

1. **School Property:** Students must take care of school property and resources. Damages caused by negligence or misuse will be charged to the responsible student.
2. **Library and Technology:** Students must follow the rules for using the library and technology resources. Unauthorized use of these resources is prohibited.

## 9. Privacy and Data Protection

1. **Personal Information:** VHIS collects and processes personal information in accordance with applicable data protection laws. Information is used for educational purposes and will not be shared without consent.

2. **Photography and Media:** VHIS may take photographs and videos of students for educational and promotional purposes. Parents/Guardians who do not consent must notify VHIS in writing.

#### **10. Amendments and Termination**

1. **Changes to Terms:** VHIS reserves the right to amend these Terms and Conditions at any time. Notice of significant changes will be provided to students and parents.
2. **Termination of Enrollment:** VHIS may terminate a student's enrollment for reasons including but not limited to non-payment of fees, repeated violations of school policies, or actions that bring disrepute to VHIS.