

To: **Parents and Students**
From: **Chief Executive Officer**
Date: **October 11, 2023**
Subject: **Progression Policy**

Dear Parents and Students,

Metaverse Age Training Institute, guided by its commitment to excellence in academic and non-academic pursuits, remains unyielding in its mission to provide the highest quality of service to our well-regarded academic community.

It has come to our attention that a subset of our student body still maintains outstanding financial obligations. It is important to note that the Center has sincerely tried to understand and accommodate the financial challenges that parents and students may encounter. In some instances, we have extended flexibilities tailored to specific circumstances.

We want to take this opportunity to reiterate to our valued parents and students that settling these outstanding dues is very important, as failure to do so may lead to disruptions and inconveniences that could affect students' access to the study portal, and their access to submit assessments. We request that the concerned parties conscientiously fulfill their financial obligations and clear any prior outstanding balances.

Additionally, we inform all stakeholders that any students who carry unpaid balances during the Term 1 of the Academic Year 2023-2024 will regrettably be ineligible to proceed to the Term 2 of the Academic Year 2023-2024.

Your attention and cooperation in this matter are greatly appreciated, as it will undoubtedly contribute to the seamless and productive academic experience we aim to provide.

We sincerely thank you for your continued support and trust in Metaverse Age Training Institute.

Raja Sajjad Hussain
Chief Executive Officer



cc: Center Head, Coordinators, Faculty, Admin Staff

Metaverse Age Training Institute
is an approved and permitted institution by
Knowledge Human Development Authority
Dubai - United Arab Emirates
Office #339 - #341, Office Tower, Al Ghurair Center,
Deira, Dubai
Tel +971-04-339-3803