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## Student's Enrolment Information: Lower Secondary Level The Academic Year 2025/2026

Dear Parents,

Thank you so much for your interest in our school, Umubano Academy. This handout highlights essential information for new and current students in Lower Secondary (S1-S3).

### Required Registration Documents (For New Students):

To complete registration, you must turn in the following:

- School Reports (For the last two academic years + P6 Result Slip)
- Student's Identification Number - SDMS Code (From the last attended school)
- Soft copy of recent Passport Photo
- SDMS Registration forms (Filled at UA upon admission)

### School Fees Structure:

Payments that must be made by new and current students:

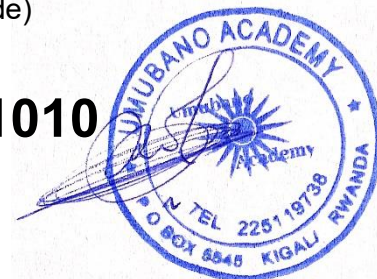
Type	Amount	Time Due	Notes
Registration fee	20,000Rwf	At the time of registration	One time application fee to reserve the place (new students)
Tuition fee <b>Compulsory</b>	160,000Rwf Per Term	Before or on the first day of each term.	Failure to pay on time results into not allowing the student's school attendance
Uniform <b>Compulsory</b>	55,000Rwf	Before/on the first day the term, or upon registration for new students	The uniform attire includes: <ul style="list-style-type: none"><li>• 2 pair of school uniforms (Trouser/Skirts and Shirt),</li><li>• 1 Jacket</li><li>• 1 necktie</li></ul> Neither Socks, Shoes nor Sports wears are provided by the school; therefore, Students are required to wear <b>black Shoes, White socks</b> , and <b>black and white tracksuits</b> the time of sports.
LUNCH Fee <b>Compulsory</b>	89,600Rwf Per Term	Before or on the first day of each term.	COMPULSORY
BREAKFAST <b>Optional</b>	30,000Rwf Per Term	On the first day of each term	OPTIONAL
Student Card	2000Rwf	At the time of enrolment	For S1 and New students only

All payments are done through **bank deposit** at any GT Bank Branch, **bank transfer**, or **MoMo transfer** by dialing \*182\*4\*2# and follow instructions (After payment using MoMo, inform us immediately the phone number used and the student's names and study grade)

### Bank information:

GT Bank Account Number: **211157195151010**

Bank Name: **Umubano Primary School**



### School Calendar

We follow the national calendar, published by MINEDUC.

### School Hours

All students are expected to be at school **at 8.00am** and they are not permitted to leave during the school day. Lunch is provided at school and paid for as shown in the school fees structure above.

Level	Hours	Rationale
SNR 1 2 & 3	8.00 - 8.30	Morning routine and settling in classrooms
SNR 1 2 & 3	08.30am - 1.25pm, 2.25 - 5.00pm	Learning time (In classrooms)
SNR 1,2 & 3	1.25 - 2.25pm	Lunch time

### Uniforms:

Uniform items are ordered by the school and purchased by parents from the school during the first two weeks beginning the term. The cost and components are listed in the table indicating the school fees structure.

**Black shoes** and **white socks** are also required as part of the uniform attire, but not purchase at school.

Students should carry their sports wears in their bags with respect to the timetable indicating PES time.

Additional or replacement uniform pieces may be purchased individually (For current students only), but ordered at least two weeks in advance:

- Uniform set (1 pair: 1 Trouser/Skirt & 1 Shirt): 25,000Rwf
- Trousers/Skirts only (1pce): 15000Rwf
- Shirt only (1pce): 10,000Rwf
- Jacket: 20,000Rwf
- Neck Ties: 3,500Rwf

### Materials

Students should be brought to school on the **first day of school** with the following materials for general school use:

- 2 Reams of paper – annually
- 2 Manila paper (for wall charts) – termly
- 4 Rolls of toilet paper – termly

### Additional materials needed for classroom use:

SNR 1,2,3
<ul style="list-style-type: none"> <li>• 2 folders</li> <li>• Calculator (Scientific)</li> <li>• Art book (blank pages)</li> <li>• 28 squared exercise books (10 Register Books, 10 Large size - 200 pages, and 8 small size - 96 pages)</li> <li>• 3 graph books</li> <li>• 12 pens (6 Blue, 3 Black, 3 Red)</li> <li>• 1 box of 12 <b>graphite lead dolphin brand</b> pencils</li> <li>• 3 rubbers</li> <li>• 1 mathematical set</li> <li>• 2 Glue</li> <li>• 1 pair of scissors</li> <li>• 1 box of crayons</li> <li>• 1 Periodic Table for Chemical element</li> </ul>

