



P.O. Box 5545, Kigali-Rwanda ♦ Tel: +250 798664338  
info@umubanoacademy.com♦www.umubanoacademy.com

## Student's Enrolment Information: Nursery & Primary 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 Nursery and Primary Level.

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

To complete registration, you must turn in the following:

- School Reports (For the last two academic years and/or Birth Certificate for Nursery children)
- 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 (Rwf)	Time Due	Notes
Registration Fee	<b>20,000Rwf</b>	At the time of registration	One time application fee to reserve the place <b>(new students)</b>
Tuition Fees (N1- P4) <b>Compulsory</b>	<b>100,000Rwf</b> Per Term	Before or on the first day of each term.	Deadline is typically the first day of the term: Failure to pay on time results into not allowing the student's school attendance.
Tuition Fees (P5-P6) <b>Compulsory</b>	<b>130,000Rwf</b> per term	Before or on the first day of each term.	Deadline is typically the first day of the term: Failure to pay on time results into not allowing the student's school attendance.
Uniform Cost <b>Compulsory</b>	<b>47000Rwf</b> for Nursery Students <b>51000Rwf</b> for Primary Students	Before/on the first day the term, or upon registration for new students	The uniform attire includes: - 2 complete uniforms (Shorts/Skirt & Shirt), - 1 sweater, - 1 sports outfit, - 1 Necktie and - 1 pair of socks
LUNCH FEES <b>Compulsory</b>	<b>89,600Rwf</b> Per Term	On the first day of each term	COMPULSORY
BREAKFAST <b>Optional</b>	<b>30,000Rwf</b> per term	On the first day of each term	OPTIONAL

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**



## ADDITIONAL SERVICES

Additional service the school offers is after school club for the Nursery children (Optional).

- After school club; Nursery from 12.20am - 5.00pm: **25,000Rwf per term.**

## School Calendar

We follow the national calendar, published by MINEDUC.

## School Hours

Depending on their level, students attend classes for different lengths of time. All students are expected to be on site **on time** and they are not permitted to come before time or leave during the school day.

Level	Hours	Rationale
Nursery	8:00am – 12:20pm	Young children need to eat and then rest in the afternoon
Primary 1 - 6	8:00am – 5.00pm	Students are given just one hour for lunch and kept on site to ensure focus and attendance in the afternoon

## 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** are also required as part of the uniform. Shoes, however, should be purchased independently. They will not be for sale at the school. Students should wear their sports uniforms as per their class timetable

Additional or replacement uniform pieces may be purchased individually, though uniform sets must come together.

- Uniform set (1 pair): 12,800RWF
- Sports uniform set: 11,000RWF
- Socks (1 pair): 3,700RWF
- Sweater: 10,000RWF
- Neck Ties: 2,500RWF

## Materials

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

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

## Classroom material, differ based on the grade level (They are kept at school).

Nursery	P1-P3	P4-P6
<ul style="list-style-type: none"><li>• 2 folders</li><li>• 3 art books (blank pages)</li><li>• 5 lined exercise books (96 pages)</li><li>• 2 boxes of 12 <b>graphite lead dolphin brand</b> pencils</li><li>• 1 rubber/eraser</li><li>• 1 pair of scissors</li><li>• 2 boxes of crayons</li><li>• 1 box of colored pencils</li><li>• 1 sharpener</li><li>• 2 bottles of glue (Fantastic/UHI)</li><li>• 2 pack modeling clay (very soft)</li><li>• 2 packs of art paper</li><li>• 2 set of oily paints</li><li>• 1 Big toy that a kid likes for N1, the student will be bringing to school on Mondays and taking back home on Fridays</li></ul>	<ul style="list-style-type: none"><li>• 2 folders</li><li>• 15 lined exercise books &amp; 2 squared (large size – 200pages)</li><li>• 2 boxes of 12 <b>graphite lead dolphin brand</b> pencils</li><li>• 5 rubbers/erasers</li><li>• 1 pair of scissors</li><li>• 2 boxes of crayons</li><li>• 1 box of colored pencils</li><li>• 1 bottle of glue</li><li>• 1 pack of art paper</li><li>• 2 books for drawing</li><li>• 1 pack of art &amp;craft water paint</li></ul>	<ul style="list-style-type: none"><li>• 2 folders</li><li>• 25 lined exercise books &amp; 2 squared books (large size – 200 pages)</li><li>• 2 graph books</li><li>• 12 pens</li><li>• 1 box of 12 <b>graphite lead dolphin brand</b> pencils</li><li>• 3 rubbers/erasers</li><li>• 1 mathematical set</li><li>• Glue</li><li>• 2 boxes of crayons</li><li>• 1 box of colored pencils</li></ul>

Students may need more materials when the initial set is finished. Also, students who lose or misuse materials may be asked to contribute additional supplies during the year.

**NB:** - All books have to be covered, name-tag applied, and owner's names written.

- All materials to be received once on the first day.
- One mathematical set (for geometry) for P1 - P6

