



Tuesday, 15th October 2024

Dear Parents/Guardians,

Re: START OF SCHOOL ACADEMIC YEAR 2025 & FIRST TERM SCHOOL FEE INVOICE

Thank you for enrolling your child at Sri Kuala Lumpur. We wish you a warm welcome for the new academic year 2025.

The start of school is always a busy time and we advise all our parents/guardians to be well prepared before the term begins. This circular provides parents with essential information, particularly concerning the buying of books and uniforms prior to the start of the new year.

1. Text Books

Textbooks will be available at the school bookshop from **Monday 18th November 2024**. (online purchase is no longer available).

Operating hours for the Bookshop during school holidays are as follows:

Monday to Friday	9.00 a.m. – 3.30 p.m.
Saturday	9.00 a.m. – 12.00 noon
(Closed on 1st Saturday of the month)	
Sunday & Public Holidays	Closed

The booklist for 2025 can be downloaded from the school's website (www.srikl.edu.my) from **18th November 2024 onwards**, and hard copies will also be made available at the Bookshop.

2. School Uniform

The Uniform Shop is now located on the school compound, therefore on-line purchases are no longer available.

Operating hours for Uniform Shop during school holidays are as follows:

Monday to Friday	9.00 a.m. – 3.30 p.m.
Saturday	9.00 a.m. – 12.00 noon
(Closed on 1st Saturday of the month)	
Sunday & Public Holidays	Closed

Click [HERE to access uniform products and price lists](#). For more enquiries, please contact them via WhatsApp at **012-686 1558**

3. Orientation Day (Primary & Secondary – 2025 Session)

The objective of the Orientation is to familiarize new parents and students with the school's facilities, rules and regulations as well as to brief parents on school policies and systems. This will also provide parents with the opportunity to seek clarification on any issues that they may have.

Primary School (Parents and all New Students)

Date: Saturday, 11th January 2025
Time: 11.00 a.m. – 12.30 p.m.
Venue: School Auditorium

Kindly note, all new students are required to be present in their school uniform.

Secondary School (Parents Only)

Date: Saturday, 11th January 2025
Time: 8.30 a.m. – 10.00 a.m.
Venue: School Auditorium

Year 7 students and all new Secondary students will have their Orientation on Monday, 13th January 2025.

Date: 13th January 2025
Time: 8.20 a.m. – 3.40 p.m.
Venue: In respective classrooms.

Prefects and teachers will be assisting the students upon arrival to school.

We strongly advise parents to ensure that their children attend Orientation as this will minimize problems adjusting to the new environment at Sri KL.

4. Start of School

Please take note that for Academic Year 2025, students will start school as follows:

PRIMARY SCHOOL

- **Year 1** students will start school on **Monday, 13th January 2025.**
- **ALL** other Primary School students will start school on **Wednesday, 15th January 2025.**

SECONDARY SCHOOL

- **Year 7** students and **all new students** will have the Orientation on **Monday, 13th January 2025.**
- **Year 7, 10 & 11** students will start school on **Tuesday, 14th January 2025.**
- **ALL** other Secondary School students will start school on **Thursday, 16th January 2025.**

5. School Fees Invoice and Payment.

With this circular, you should also receive our invoice for your attention. Please check the invoice carefully and notify the school immediately if there are any discrepancies. ***If you have settled the fees, then please ignore this section.***

School Fees payment can be made **online by cash transfer** or via **cheque**, to OTHMAN MERICAN EDUCATIONAL DEVELOPMENT BERHAD, **Public Bank Bhd**, account number **3184890830**. Kindly email a copy of the transaction slip to accounts_dept@srikl.edu.my together with the details of your child/children for accounts reconciliation.

Payment by cheque can also be made at the Administrative Counter of the School during normal office hours. All payments are deemed paid based on the cheque clearance date and not the bank-in date.

All returned and/or dishonored cheques will be subject to a five percent (5%) service charge in addition to the 5% surcharge if payment is received late.

Please take note that there is no option to pay school fees via credit card unless you are paying late fees.

Kindly note that all fees must be paid by **13th December, 2024**. Fees paid after this date will incur a 5% service charge on the total amount. This amount must be paid before your child is allowed to attend classes. We strongly advise early payment to avoid any inconvenience.

Last but not least, we take this opportunity to once again welcome you to Sri KL.

Thank you.