



AICS /C/57-2025

Circular

December 13, 2025

**Term 2 School Bus Transport Payment**  
**(FS to Year 10)**

Dear Parent,

Greetings from **The Apple International Community School**.

We hope this message finds you and your family in good health and enjoying your winter break. As we are moving into Term 2 of the Academic Year 2025-26, we are writing to inform you about the necessity of clearing any arrears and prompt payment of the school bus transport fee for your child(ren).

**Cut-off Date for School Bus Transport Fee Payment: Friday, 2<sup>nd</sup> January 2026**

Please be informed that access to transportation services for the 2<sup>nd</sup> term will only be granted upon the clearance of any arrears and successfully submit their payment on or before Friday, 2<sup>nd</sup> January 2026. It is crucial to adhere to these requirements to avoid any disruption in service.

**Transportation Fee Payment for Term 2**

To facilitate a seamless payment process, we offer the following options:

**In-Person Payment**

Monday to Thursdays	: 8:00 am to 3:00 pm
Fridays	: 8:00 am to 3:00 pm (Prayer break from 12:30 pm to 2:00 pm)
Saturdays	: 8:00 am to 12:30 pm

**Online Payment**

Please access the parent portal at <https://portal.teamseducation.com/> using the provided credentials to conveniently make online payments through Zenda for the transport fee. If you have not yet received your login details, kindly submit a ticket to the School IT Support team via [itsupport@applecommunityschool.ae](mailto:itsupport@applecommunityschool.ae).

**Zenda App**

Download the Zenda App from Google Play Store or iOS App Store, log in using your registered mobile number, and make the payment directly.

If you require any further support regarding to bus transportation fees, please feel free to reach out to our accounts team at [accounts@applecommunityschool.ae](mailto:accounts@applecommunityschool.ae). For any transport related queries kindly contact our PRE team at [pre.aics@guardianonetransport.com](mailto:pre.aics@guardianonetransport.com)

We would like to thank you for your understanding and look forward to your support and cooperation as always.

Kind Regards,

*Pretty Khosla*

Pretty Khosla  
Principal