



School Fee Payment Process During Distance Learning

(FS to Year 10)

Dear Parents,

Greetings from **The Apple International Community School**. We hope this message finds you and your family in good health and high spirits.

In view of the ongoing distance learning arrangements and in line with **KHDA regulations**, we would like to inform you about the updated procedure for payment of school fees.

Online Fee Payment – Preferred Mode

Parents are kindly requested to make school fee payments through the **ZENDA Mobile Application**, which is safe, convenient, and free of additional charges.

- Download the ZENDA App: <https://app.zenda.com/get-started> or scan the QR code shared by the school
- Login using your **registered email ID or mobile number** with the school
- Payments can be made anytime from anywhere

For assistance with the ZENDA App, parents may contact the **Zenda Support Team via WhatsApp** at:

👉 <https://help.zenda.com>

In-Person Fee Payment (By Prior Appointment Only)

Parents who face difficulties using the ZENDA App may visit the school **strictly by prior appointment only**, as per KHDA guidelines.

To schedule an appointment, please contact the **School Accounts Department**:

- 📞 **04 379 7732** (Ext. 105 / 119)
- 📞 **050 837 2344**
- 📧 Appointment requests must be routed via email to the Accounts Department
accounts@applecommunityschool.ae
cashier@applecommunityschool.ae

Important KHDA Safety Guidelines for School Visits

- **Only one parent** is permitted to visit at a time
- **Students are strictly not allowed** to enter the school premises
- **No accompanying persons** are permitted
- Entry will be permitted **only during the allotted time slot**
- **No waiting or gathering areas** will be provided
- Parents must comply with **all safety and security regulations** at all times



We appreciate your understanding and cooperation in adhering to these guidelines, which are in place to ensure the health and safety of everyone.

Should you require any further clarification, please feel free to contact the school Accounts Department.

Thank you for your continued support and partnership.

Kind Regards,

Pretty Khosla

Pretty Khosla
Principal