

## ISL Re-Registration Instructions School Year 2011/2012

- 1) Go to [www.islux.lu/rereg.html](http://www.islux.lu/rereg.html)
- 2) Enter your ISL Community Portal username and password (the username and password that you use to access the ISL eNews). If you have forgotten your password, please enter your email address in the field above the "Submit" button.



Log In

User Name:

Password:

Remember me next time.

Enter your username **OR** email and a new password will be sent to your email.

User Name:

Email:

- 3) Once you are logged in, you will see a list of your children. Select the child's name and choose the "Go to Contract" button to re-register your child. Choosing the "I/We do NOT wish to enroll" will withdraw your child from ISL for the 2011-2012 school year. Please note that you have to go through the re-registration process for each of your children.



[Logout](#)

Welcome to the ISL online re-registration form for 2011/2012. Please complete and submit this online re-registration before **11 March, 2011**.

To do this, begin by clicking on *Select* next to your child(s) name below and *Go To Contract* to indicate that your child will be re-registering at ISL. Please note that you will need to do this for each child that you wish to re-register at ISL.

If your child will not be re-registering with ISL, please indicate that by selecting your child's name below and clicking on *I/We do not wish to Enroll*.

Once you have made your choice, please note the "Contract Status" will be updated.

Please contact [admissions@islux.lu](mailto:admissions@islux.lu) if you have questions about the online registration process.

|        | Name       | Grade Next Year | Student Id | Contract Status |
|--------|------------|-----------------|------------|-----------------|
| Select | Roger Test | 05              | 257708     | In Progress     |

- 4) If you have selected “Go to Contract” and are re-registering your child at ISL, please select the payment option on the following screen that fits your situation and press “Continue”.

**Re-Registration**

A non-refundable tuition deposit of EUR 750 per child will be due in order to secure a place for the 2011-2012 school year. If this online re-registration form and payment are not received by **11 March 2011**, the school reserves the right to give your child's place to a new applicant.

Tuition Deposit EUR  
750.00

We wish to re-register our child and the payment method will be as follows:

The tuition deposit will be transferred by us to the school's account.  
 The tuition deposit will be transferred by our Company.

Please pay the tuition deposit separately from any other payments being made to the school and clearly indicate the above student ID number and family name as well as the mention of "tuition deposit" on all bank transfers:

**Swift: BGLL LU LL - IBAN : LU39 0030 0613 5484 0000**

- 5) On the next page, please read the text and select “Submit Contract”

**Deposit Summary**

|                     |        |
|---------------------|--------|
| Tuition Deposit EUR | 750.00 |
| <b>Total: 750</b>   |        |

We hereby wish to re-register our child for the school year 2011/12. The payment will be forthcoming.  
If payment is not received by 11 March 2011, the school reserves the right to give your child's place to a new applicant.

We understand that continued enrolment in The International School of Luxembourg is at all times dependent on a student's continued good conduct and the School's ability to provide a program to meet the student's learning needs.

By submitting this form, we confirm that we have read and agreed the general conditions stipulated in the tuition fee statement.

[Go Back and Review Contract](#) [Submit Contract](#)

- 6) Please print the “Thank You” page so that you have a record of the student ID and bank transfer information. To do this, you will need to select “File” and then “Print” in your web browser. Please note the student ID at the top left of the page.

Student: Roger Test  
Grade Next Year: 05  
Student Id: 257708  
Birthdate: January 02, 2000  
Mr. & Mrs. John Test  
rue de France 3, Luxembourg, L-8976

**Thank you**

Thank you for submitting the International School of Luxembourg student re-registration. Please select Print Contract below to print a draft of the contract and a record of the following deposit details. A final version of the contract will be available on 15 March, 2011 through the parent portal, providing the tuition deposit has been made.

Please pay the tuition deposit of €750.00 separately from any other payments being made to the school and clearly indicate the above student ID number and family name as well as the mention of "tuition deposit" on all bank transfers.

Swift: BGLL LU LL - IBAN : LU39 0030 0613 5484 0000

Please print this “Thank You” page so that you have a record of the student ID and bank transfer information.

Please click [here](#) to re-register another child.

[Print Contract](#)

- 7) Finally, please select print contract to have a paper record of this agreement.

**Thank you**

Thank you for submitting the International School of Luxembourg student re-registration. Please select Print Contract below to print a draft of the contract and a record of the following deposit details. A final version of the contract will be available on 15 March, 2011 through the parent portal, providing the tuition deposit has been made.

Please pay the tuition deposit of €750.00 separately from any other payments being made to the school and clearly indicate the above student ID number and family name as well as the mention of "tuition deposit" on all bank transfers.

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Please print this “Thank You” page so that you have a record of the student ID and bank transfer information.

Please click [here](#) to re-register another child.

[Print Contract](#)