

Registration – Information Letter

Dear Sir/Madam,

Reference made to the registration of your son/daughter at our school.

EU Nationals:

Registrations are taken at **Maria Regina College St Paul's Bay Primary School** on **Mondays & Thursdays** between **08:30 and 12:00**. Once you have all the documents in hand you can come to school to register your child, whereas parents are **both** required to come and sign the necessary Registration Form. Kindly note that all the required documents must be in Maltese or English.

Non-EU Nationals:

Kindly complete the attached form and together with the documents required as listed at the end of the application form, please hand in, at the Directorate for Education at Floriana. It is **very important** that you **phone** customer care for an appointment with **Mr Lawrence Attard** on **2598 2437**, once you have all the documents in hand. The office of the College Principal will then be notified once this process has been seen to and approved.

You are then kindly requested to phone the office of the **College Principal** on **2598 6508** for an appointment, whereas parents/guardians you are required to go and sign the necessary final Registration Form. Kindly also present your identification documents and proof of residence in Malta.

Should you require any further information, please do not hesitate to contact us.

Kind regards,

Mr E. Fenech
Head of School