

## Student Application Form

### Student Details

Child's Name:	Date of Birth:	Age:	Gender: Male: <input type="checkbox"/> Female: <input type="checkbox"/>
Parent's/Guardian's Name:	Phone Number :	Email:	
Address:		Post Code:	
Nationality:	Ethnicity:	School of Thought: Hanafi: <input type="checkbox"/> Shāfi'i: <input type="checkbox"/> Mālikī: <input type="checkbox"/> Hanbalī: <input type="checkbox"/>	

### Emergency Contacts Details

Name of Emergency Contact:	Relationship to Child:
Home Phone	Work Phone
Address:	

### Medical Information

Doctor's Name:	Telephone:
Allergies/Special Health Considerations:	

### Previous Islamic Education

Previous Madrasah/Masjid Attended:	
Reasons for Leaving:	
Subjects Studied:	Any Learning Difficulties [SEN, MLD, SPLD etc]:

### Current Studies

Has the Child completed Qaaidah? Yes <input type="checkbox"/> No <input type="checkbox"/>	Does the Child know any Duas? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the Child completed 30 <sup>th</sup> Juzz? Yes <input type="checkbox"/> No <input type="checkbox"/>	Does the Child know Salāh? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the Child completed 5 Juzz? Yes <input type="checkbox"/> No <input type="checkbox"/>	Does the Child know any Tajwid? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the Child completed Qur'ān? Yes <input type="checkbox"/> No <input type="checkbox"/>	Does the Child know any Fiqh? Yes <input type="checkbox"/> No <input type="checkbox"/>
Has the Child memorised any portion of the Qur'ān? Yes <input type="checkbox"/> No <input type="checkbox"/> if yes, how much?	

### FOR OFFICE USE ONLY

Admission Number: .....

Print Name: .....

Date: .....

## General Rules and Regulations

1. **The Weekly fee for each child is £6, paid Termly (3 Terms a Year)**
2. **The fee for each student is paid towards the reservation of the child's place. Hence all absences are still required to be paid for in order to reserve their places.**
3. The minimum age of acceptance is 6 years old.
4. The Principal will determine the level of a child after being assessed upon admission.
5. **All students and Parents must conform to all the rules and regulations, and no exceptions shall be made for anyone regardless.**
6. All students must conform to Madrasah guidelines, as advised by their teachers, in relation to dress and appearance (unprofessional haircuts, Uniform etc).
7. All absences must be explained via text message by the Parent/Guardian.
8. To insult the management committee, teachers or staff of this Madrasah will be judged as inexcusable and any student found guilty of such behaviour will be liable for dismissal.
9. The Madrasah reserves the right to terminate any student's admission when it deems necessary. Anyone whose admission is terminated has no legal remedy against the Madrasah.
10. Students must not bring unnecessary items into the Madrasah. Any such items will be confiscated. The Madrasah shall not accept responsibility for any damage to and / or loss of any student's property.
11. Student(s) and/or their Parents/Guardians shall be liable for the cost of any damage to the Madrasah property.
12. All reservations must be submitted on the time/day specified.
13. All students must be punctual and regular in their attendance.
14. Students are not allowed late/early except in exceptional circumstances, supported by confirmation by the Parent/Guardian.
15. Any student who leaves the Madrasah without notice or without a valid reason will only be put back on the waiting list at the discretion of the Madrasah.
16. Absence by a student of one month or more without notification may automatically terminate the child's place from the Madrasah.
17. Any student whose continued presence at the Madrasah is deemed to be harmful shall be excluded from the Madrasah. In any such case, the decision of the Madrasah shall be final.
18. All students shall be responsible for having the necessary equipment/material for Madrasah and maintaining their own pens, pencils, books, Qur'ān etc.
19. Parents/Guardians shall be expected to ensure that any homework given to students is completed and submitted upon the requested time.
20. All Student Fee will be given in advance (per term), unless agreed otherwise.
21. Administrative decisions such as class allocations, setting of timings, holidays and the syllabus etc. shall be made at the sole discretion of the Administration Department.
22. The Madrasah shall not be responsible for transport arrangements to/from the Madrasah, nor for any incident occurring outside Madrasah premises on any such journey.
23. The Madrasah reserves the rights to amend existing rules or introduce new rules at any time.
24. In event of any dispute/disagreement the decision of the Madrasah shall be binding and final.

**By signing below you the Parent/guardian and your child/ren hereby agree to and accept all the rules and regulations mentioned above,**

Sign: .....

Print Name: .....

Date: .....

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Admission Accepted: Yes:    No:

Waiting List: Yes:    No:                      Predicted Time of Acceptance: