



# Um Al-Qura Islamic School

205 - 41 METROPOLITAN RD. M1R 2T5

Tel: (416) 443-3557

<b>Office Use</b>
Date Rec'd _____
Receipt # _____
Cheque # _____
Waiting List # _____

**Students Name:** .....  
(Last) (First) (Middle)

**Requesting Entry into Grade:\*** ..... **Year:** .....

**Date of Birth:** Year..... Month...../ Day..... **Male:** ..... **Female:** .....

**Place (City) and Country of Birth:** ..... **Language(s) Spoken at home:** .....

**Home Address:** .....  
..... **Residence Phone:** .....

**Father Name:** ..... **Bus. Phone:** .....

**Mother Name:** ..... **Bus. Phone:** .....

**Guardian Name (if applicable):** .....

**Present School (if applicable):** .....

**Health / Physical / Learning disabilities, If any that the child has or is receiving:** .....  
.....

**Health Card (OHIP) #:** .....

**Parent's email address:** .....

### **In Case Of Emergency:**

**Contact Person Name:** ..... **Bus. Phone:** .....

**Home Phone:** .....

### **Please attach the following:**

- |  |                      |
|--|----------------------|
| 1. Copy of the Birth Certificate                             | Yes: ..... No: ..... |
| 2. Copy of the Latest Report Card (if applicable)            | Yes: ..... No: ..... |
| 3. Copy of Immunization                                      | Yes: ..... No: ..... |
| 4. Eight post dated cheques for the year from October to May | Yes: ..... No: ..... |
| 5. Registration fees <b>\$500.00</b> (non-refundable)        | Yes: ..... No: ..... |

\_\_\_\_\_  
Name of Parent/Guardian

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Um Al-Qura Islamic School Fee Policy

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## Registration fee

The registration fee of \$500 is payable (per application) at the time of registration along with the required documentation. These are non-refundable fees and it is required to secure the seat.

## Notes on fees and notice of withdrawal

1. The tuition fees for each term must be paid on first day upon commencement of each term.
2. Tuition fees must be paid in full regardless of holidays or vacation (i. e. PA day, March break, December holiday)
3. First month and last month tuition fees must be paid at the time of starting. If you decide to withdraw from the school before completing 8<sup>th</sup> month, we will use the last month's fee as a monthly payment. Unfortunately, if you decide to withdraw after your 8<sup>th</sup> month with us you must pay for the whole year consecutively including the May fee.
4. Tuition fees do not include the charges of books, uniforms, transport, extra-curricular activities, educational and non educational school trips. These will be charged based on policies guidelines and individual occasions.
5. A full month's prior written notice is required for withdrawal of students from school or the month's school fees will be forfeited.
6. School report cards and any other transfer certificates will not be issued if the school account is not settled in full.
7. For withdrawal of students, applicable fee is as under:
  - a. If the student attends school for two weeks or less, a month's fees will be charged.
  - b. If the student attends school for a period ranging between two weeks to one month, two month's fees will be charged.
  - c. If a student attends the school from day 1 to day 14, he/she is required to pay the full amount of school fee and transportation. If a student starts the school from day 15 to the end of the month, he/she is required to pay the half of school fees and full fees for transportation.
  - d. Tuition fees must be paid at the beginning of each month, the last day to pay the fees is on the 5<sup>th</sup> of every month.

Here by I understand and agree upon policy indicated about the fees above:

\_\_\_\_\_  
Parents/ Guardian Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date