



**IQRA DARUL  
EHSAN  
ACADEMY OF  
ISLAMIC  
STUDIES**

**2018**

Student  
Admission  
Package.

# IQRA DARUL EHSAN INC.

6 Suffern Place, Suffern NY 10901 Phone: 845-231-4000 Email: Admin@idarulehsan.org

*Assalamualaikum Warahmetullah-e Wabarakatehu*

Dear Parents/Guardians

The Hifz Program school timing is as follows:

- School starts at 8:30AM SHARP
- Zuhr prayers will be at 1:30PM
- Home School starts at 3:00PM
- Class Ends 5:30PM
- Hifz Program runs Mon-Friday. there is one **MANDATORY** weekend day in a month where all students will receive an educational Biyaan, one week prior notice of that date and time will be given to all Parents Insha'Allah.
- All fees are due at the beginning of month NO LATER than the 10th.
- For new admissions, Admission Fee is \$500 plus first month tuition fee \$300.
- Annual fee per child is \$3600.00 divided in 12 monthly payments, and must be PAID in FULL before the start of the New School Year.
- \$100 per month extra for transportation.
- Please make sure your child has a snack and drink with him on a daily basis.
- Also in case of an emergency please make sure that your child has a change of clothes.
- All checks are payable to Iqra Darul Ehsan Inc., but we recommend that you make payments online at [www.idarulehsan.org](http://www.idarulehsan.org). If you're payments are late regularly you will ONLY be able to make payments online.
- Please make sure that you're in front of the Masjid for a timely pickup of your kids. In case you're going to be late please text 845-231-4000 with your Full Name and the student's.

Jazak'Allah Khair.

Iqra Darul Ehsan Admin.

# IQRA DARUL EHSAN

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## Student Admission Form

### Student's Information\* (MUST FILL ALL FIELDS)

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Age: \_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender: Male ( ) Female ( )

Home address: \_\_\_\_\_ Home phone: \_\_\_\_/\_\_\_\_/\_\_\_\_

Grade: \_\_\_\_ Previous School Name: \_\_\_\_\_ School Phone: \_\_\_\_/\_\_\_\_/\_\_\_\_

School Address: \_\_\_\_\_ School Fax: \_\_\_\_/\_\_\_\_/\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_/\_\_\_\_/\_\_\_\_ Blood Type: \_\_\_\_\_

Health issues: \_\_\_\_\_

Medications: \_\_\_\_\_

Allergies (Food/Meds): \_\_\_\_\_

Special Needs/Instructions: \_\_\_\_\_

### Parents'/Guardian's Information\* (MUST FILL ALL FIELDS)

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Father's Phone: \_\_\_\_/\_\_\_\_/\_\_\_\_ Father's Email: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

Secondary pick up Person (besides Parents): \_\_\_\_\_ Phone: \_\_\_\_/\_\_\_\_/\_\_\_\_

Guardian's Name: \_\_\_\_\_ Phone: \_\_\_\_/\_\_\_\_/\_\_\_\_

Home address: \_\_\_\_\_ Email: \_\_\_\_\_

### OFFICIAL USE ONLY

Admission Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Student ID#: \_\_\_\_\_

Class Level: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Annual Fee: \_\_\_\_\_

# Hifz Program Tarteeb 2015-2016

- 8:30AM - 9:00AM Sabaq
- 9:00AM - 10:30AM Sabaq Para
- 10:30AM - 10:45AM (Snack/Break)
  - 10:45AM - 12:45PM Manzil
  - 12:45PM - 1:15PM (Lunch)
    - 1:30PM Duhr
- 1:45PM - 2:30PM Tajweed and Tahseel
  - 2:30PM - 3:00PM (Snack/Break)
- 3:00PM - 5:30PM Home Schooling
  - 5:30PM End of School day.

The Hifz program is Mon-Fri., there is one **MANDATORY** weekend day in a month where all students will receive an educational Biyaan, one week prior notice of that date and time will be given to all Parents Insha'Allah.  
ALL Students MUST finish their homework, missing the homework will result in disciplinary action.

All students should bring a snack and a drink on a daily basis. Students should also bring a BPA-Free water bottles with them. Parents must check their kids' backpack daily and provide a Change of clothes in case of an emergency.

# Rules and Regulations

- All students must follow all the laws of Islamic Shariah and Sunnah and pray all the salaats with Jamaat.
- All students must come to class on time. Coming late to class will result in disciplinary actions.
- All students must abide by the dress code. The dress code requires for all students to wear Islamic clothes:
  - \*Boys must wear white clothes (thobe/Kurta and shalwar) and must have a white Topi (Islamic Cap), a proper #3 haircut twice a month is required for all IDE students, NO EXCEPTIONS.
  - \*Girls must wear an abaya (Burqa) and a Hijab (head scarf)
- Students are not allowed to wear inappropriate clothing; jeans, trousers, PJs, shorts, T-Shirts, or any clothing that depicts living things for ex. Images of human animals dragons etc.
- All students must have their lessons learnt properly. They will not be given a new lesson unless they efficiently finish the previous one.
- Any students disrespecting teachers or any of the staff members, fighting, using vulgar language, or disrespecting in any manners will not be tolerated.
- Students are not allowed to have any Electronics devices with them. Any devices found with the students will be taken away and kept until the parents retrieve it.
- Students are only allowed to watch educational TV programs on a very limited way, or play with video games that are contrary to Islamic education. Parents are strongly urged to keep their kids away from ALL forms of media that is contrary to Islamic education.
- The Parents or Guardians of the Pledging student hereby assume Financial and Legal responsibility in case the Student willfully damages School or Private Property or harms a person while on or about School premises. They also acknowledge that they DO NOT and WILL NOT hold Iqra Darul Ehsan Inc. responsible for the above mentioned irresponsible of Student.
- The Parents or Guardians hereby acknowledge that they assume the financial responsibility of the annual fee as decided on the admission form. And they also are responsible to return any and all School property borrowed or taken by the Student from the school.
- If a Student is withdrawn from the School with or without Notice to the Administration, the Parents or Guardians are to pay all the dues (Annual Tuition Fee) within 30 Days of leaving.
- All Students (Parents/Guardians) are to give 30 Day WRITTEN NOTICE to the School Administration if and when they decide to leave the School.
- The Parents or Guardians must provide an updated Physician's report (no more than six month from admission date) and declare any allergies or dietary constraints and medications including Psychological/ Developmental history if any with the Admission Form.

**PLEDGE:** I, (student's name) \_\_\_\_\_, as a student of Iqra Darul Ehsan, solemnly promise to obey all the rules mentioned above. I will obey any changes made by the administration at any time. I agree that if I violate any of these rules, I will accept the decision of the administration, whether I am informed of the reason of the decision or not.

\_\_\_\_\_

(Student's Signature)

\_\_\_\_\_

(Parent/Guardian's Signature)

\_\_\_\_/\_\_\_\_/\_\_\_\_

(Date)

## Supply List

1. Four Folders:

Folder #1 will be used as a homework folder where the Students will place their completed assignments.

This folder is to stay in the classroom in the students' locker.

Folder #2, 3, and 4 will be used by the student to hold handouts and study materials.

2. 6 Blue or Black ink Pens

3. 6 #2 Pencils and erasers

4. One 5-subject spiral notebook (College ruled preferred)

Spiral notebook is recommended however a 3-ring binder with loose-leaf and dividers can be substituted.

5. Calculator:

1. Students from grades 4<sup>th</sup> to 7<sup>th</sup> will need a
2. Texas Instruments TI-30X IIS Scientific Calculator.
3. Students from grades 8<sup>th</sup> and onward will need a
4. Texas Instruments TI-84 Plus Graphing Calculator.

6. Homework Planner:

Homework planner is recommended however any small spiral notebook/booklet can be substituted.

7. Oxford English Dictionary/Thesaurus