



# ISLAMIC CENTER OF THE EAST VALLEY QUR'AN SCHOOL ENROLLMENT FORM

**ISLAMIC CENTER OF THE EAST VALLEY  
QUR'AN SCHOOL**

## CLASS SESSION INFORMATION WITH DUES

	CLASS DURATION AND TIMING		MONTHLY DUES
One time Registration Fee \$25 will be charged per child Max \$100 per family	Weekdays Qur'an Reading( Monday –Thursday)	4:00 to 6:30 PM	<b>\$60 per child</b> \$55 for each additional child
	Weekend Qur'an Reading ( Saturday – Sunday)	1:00 to 4:00 PM	<b>\$50 per child</b> \$45 for each additional child
	HIFZ Mon – Thu 4:00 to 6:30 pm, Sat – Sun 1 to 4 pm (6 days) HIFZ: \$100 per child		<b>\$95 for each Additional Child</b>

## STUDENT INFORMATION

First Name	Last Name	Birth Date	Age	Sex (M/F)	Sessions (Weekdays, Weekend, HIFZ)

## PARENT INFORMATION

Parent's First Name:		Parent's Last Name	
Please List your Email Address (Caps Only)			
Is student Allergic to any food		Home Phone No:	
Street Address:		Cell Phone No.:	
P.O. box:	City:	State:	ZIP Code:
How you know about ICEV Qur'an Class <input type="checkbox"/> Other Child is Student <input type="checkbox"/> Friend <input type="checkbox"/> ICEV newsletter <input type="checkbox"/> ICEV website			

## BANK ACCOUNT INFORMATION / VOID CHECK

Bank Name:	
Checking Acct No.	
Routing Number	
Name Listed on Bank Acct	<input type="checkbox"/> Void Check No. attached
<ul style="list-style-type: none"> <li>I understand that monthly tuition \$ _____ will be automatically deducted from my above listed bank Account</li> <li>First week of each calendar month and I will be subjected to \$35 fee for any failed payment.</li> <li><b>Re-registration fee: \$50 per student, if withdrawn and re-register within 6 months.</b></li> <li><b>Change of session fee: \$25/student for first time, \$50 for subsequent changes each time.</b></li> <li>I would like to make \$ _____ One time donation to Quran Class to support needy students tuition dues</li> </ul>	

## IN CASE OF EMERGENCY

Name of local friend or relative (not living at same address):	Relationship to Student:	Home phone no.:	Work phone no.:
<ul style="list-style-type: none"> <li>The above information is true to the best of my knowledge. I authorize my ICEV to call emergency medical service and render appropriate medical treatment to my child(ren) if needed.</li> <li>I, the parents of the child(ren) listed in form, who plan to participate in ICEV Qur'an program which require the child(ren) to stay at the facility hereby waive all claims against ICEV and its officers, directors, employees and volunteers in case of any accidents, incidences or medical emergency during the stay. We also agree that we will assume full financial responsibility and pay for any damages to ICEV facility, equipment, furniture etc. caused by our children.</li> </ul>			

\_\_\_\_\_  
Parent/Guardian signature

\_\_\_\_\_  
Date

## FOR OFFICE USER ONLY

<input type="checkbox"/> Bank Account <input type="checkbox"/> Attendance sheet <input type="checkbox"/> Family charges sheet Registration Fee Paid via:- <input type="checkbox"/> Cash <input type="checkbox"/> Bank Account	Form Received by	Form Received Date	
--	------------------	--------------------	--

First Month charges . Please download form then fill and send at following email to Qur'an Class administration as attachment



## Qur'an Class Policy

**Parent**

<p><b>Session timing and Format</b> Separate Legacy weekdays (1A, 1B) &amp; Weekend (2A, 2B) sessions are combined in one. Our new in-person timings are:</p> <ul style="list-style-type: none"> <li>• <a href="#">Reading and Hifz</a> :- Weekdays (Monday-Thursday): 4:00 to 6:30 PM</li> <li>• <a href="#">Reading</a> :- Weekends (Saturday-Sunday): 1:00 to 4:00 PM</li> <li>• <a href="#">Hifz</a> :- Weekends (Saturday-Sunday): 1:00 to 4:00 PM</li> </ul>	
<p><b>Drop off and pickup policy:</b></p> <ul style="list-style-type: none"> <li>• Parents are encouraged to wait in the lobby and pick up their children as they are done with lesson.</li> <li>• If parents have to drop their kids at ICEV then they must drop them inside the Masjid. Students should be escorted to the class by the parents, and not dropped off in the parking lot.</li> <li>• Parents must pick up Children's from inside the Masjid. Students will not be allowed to go outside without parent/Guardian permissions</li> <li>• If parent want to pick/drop their kids outside they need to see Administration and sign waiver form that Teachers are not responsible when students are not in the Masjid.</li> </ul>	
<p><b>Students should come in registered days session</b> Students should come only the days they are registered. If a day change is needed, parents will fill out new enrollment form and submit to administration. All requests are subject to class vacancy.</p>	
<p><b>Parent Acknowledge to get <a href="#">Telegram App</a> and register for Qur'an School text alerts</b> To get ICEV Quran School updates alert on cell phone via text message. Please download <a href="#">Telegram App</a>. for Qur'an School Register <a href="https://t.me/icevquranschool">https://t.me/icevquranschool</a></p>	
<p><b>Student Discipline Expectations</b> Students are expected to behave / dress Islamically and obey all instructions from teachers and administration. A quiet and peaceful learning environment is essential for our success. Any student who is in violation of disciplinary rules will be subjected to further actions including suspension and termination.</p>	
<p><b>Tuition aid and yearly renewal</b> Parents can apply for tuition aid in case of financial hardship. Supporting documentation explaining the financial aid is required. All tuition aid will need to be renewed every year in January. Parents who are receiving the tuition aid (discount/ fee waiver), must contact the administration with financial need, to renew the aid. If renewal is not requested, the tuition will fall back to regular published amounts (as indicated on current admission form) from February.</p>	
<p><b>Note: - <span style="background-color: yellow;">Tuition Auto-Deduction happens on monthly basis</span>, The Withdrawal Form must be received before 20<sup>th</sup> of the Month to stop payment for next month.</b></p>	
<b>Important contact information</b>	
<p><b>Contact Administration:</b> <a href="mailto:quranschooladmin@icevmasjid.org">quranschooladmin@icevmasjid.org</a> Phone Number 480-788-8051</p>	
<p><b>Contact Teachers:</b> Set the appointment by sending a message to administration email above. Do not talk to any teacher during the class time.</p>	
<p><b>Withdraw student(s) and stop the automatic payment:</b> Please fill out the withdrawal form and submit in person or send via email to administration contact above. Withdrawal form is <a href="#">here</a>, also on ICEV.ORG</p>	
<p><b>Any change of information:</b> Fill out the <b>enrollment form</b> with new information and send it to administration. You can get the form <a href="#">here</a>, or on ICEV.ORG</p>	
<p>Your cell phone number and email address will be automatically enrolled in ICEV messaging system. Please check your email and text messages frequently for important updates from administration.</p>	

I have read above rules and agree to abide by them. I have put my initials in front of each policy guidelines indicating my agreement.

Properly initialed and signed form is required for enrollment.

Parent/Guardian Name: \_\_\_\_\_ Signature \_\_\_\_\_

**For Qur'an School updates / communications and text messages Alert**

Email Address (Caps Only) \_\_\_\_\_ Primary cell number \_\_\_\_\_