



ISLAMIC CENTER OF THE EAST VALLEY
QUR'AN SCHOOL

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

CLASS SESSION INFORMATION WITH DUES

One time Registration Fee \$25 will be charged per child Max \$100 per family	CLASS DURATION AND TIMING		MONTHLY DUES
	Weekdays Qur'an Reading (Monday – Thursday)	4:00 to 6:30 PM	\$60 per child \$55 for each additional child
	Weekend Qur'an Reading (Saturday – Sunday)	1:00 to 4:00 PM	\$50 per child \$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

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 / (If hand filled provide) VOID CHECK

Bank Name:			
Checking Acct No.			
Routing Number			
Name Listed on Bank Acct		<input type="checkbox"/> Void Check No. attached	
<input checked="" type="checkbox"/> I understand that monthly tuition \$ will be automatically deducted from my above listed bank Account			
<input checked="" type="checkbox"/> First week of each calendar month and I will be subjected to \$35 fee for any failed payment.			
<input checked="" type="checkbox"/> Re-registration fee: \$50 per student, if withdrawn and re-register within 6 months.			
<input checked="" type="checkbox"/> Change of session fee: \$25/student for first time, \$50 for subsequent changes each time.			
<input checked="" type="checkbox"/> I would like to make \$		One time donation to Quran Class to support needy students tuition dues	

IN CASE OF EMERGENCY

Name of local friend or relative (not living at same address):	Relationship to Student:	Home phone no.:	Work phone no.:
<input checked="" type="checkbox"/> 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.			
<input checked="" type="checkbox"/> 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.			

Parent/Guardian signature

Date

FOR OFFICE USER ONLY

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

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 Initials

Session timing and Format

Legacy weekday sessions (1A, 1B) and weekend sessions (2A, 2B) have now been merged into a single schedule. The updated in-person timings are:

- [Reading & Hifz](#) (Weekdays: Monday-Thursday): 4:00 to 6:30 PM
- [Reading](#) (Weekends: Saturday-Sunday): 1:00 to 4:00 PM
- [Hifz](#): (Weekends: Saturday-Sunday): 1:00 to 4:00 PM

Drop off and pickup policy:

- Parents are encouraged to wait in the lobby and pick up their children once lessons are completed.
- If parents need to drop off their children at ICEV, drop-off must take place inside the Masjid. Students should be escorted to the classroom by parents and should not be left in the parking lot.
- Parents must pick up their children from inside the Masjid. Students will not be allowed to leave without a parent or guardian's permission.
- If a parent wishes to drop off or pick up their child outside, they must meet with Administration and sign a waiver acknowledging that teachers are not responsible once students are outside the Masjid.

Students should come in registered days session

Students may only attend on the days they are officially registered. If a schedule change is needed, parents must complete a new enrollment form and submit it to the administration. All requests are subject to class availability.

Parent Acknowledgment:

ICEV Qur'an School sends important communications through [WhatsApp](#). It is the responsibility of parents to provide the correct email address and phone number to receive these text messages. To receive ICEV Qur'an School updates and alerts on your cell phone via [WhatsApp](#), please register for the Qur'an School [WhatsApp](#) notification service [here](#).

Student Discipline Expectations :- Students are expected to dress and behave in accordance with Islamic guidelines and to follow all instructions from teachers and administration. Maintaining a quiet and respectful learning environment is essential for success. Playing outside during Qur'an School hours is not permitted. Any student who violates disciplinary rules will face consequences, which may include suspension or termination.

Tuition aid and yearly renewal:- Parents may apply for tuition aid in cases of financial hardship. Supporting documentation outlining the need for assistance is required. All tuition aid must be renewed annually in January. Parents currently receiving tuition aid (discount or fee waiver) must contact the administration to request renewal based on financial need. If renewal is not requested, tuition will automatically revert to the regular published rates listed on the current admission form starting in February.

Note: Tuition is automatically deducted on a monthly basis. A Withdrawal Form must be submitted before the 20th of the month to stop payment for the following month. Family will be charged unless Withdrawals request is received.

Important contact information

For Registration and Withdrawals: Email: registration-qs@icevmasjid.org Phone (Text/Voicemail): 480-788-8051
For Administrative Inquiries: Email: quranschooladmin@icevmasjid.org

Contact Teachers: Please set appointments by contacting the administration via the email listed above. Parents are requested not to approach or speak with teachers during class time.

Withdraw student(s) and stop the automatic payment: please complete the withdrawal form and submit it either in person or via email to registration-qs@icevmasjid.org. Families will continue to be charged unless a withdrawal request is received. The withdrawal form is available [here](#) and also on ICEV.ORG.

Note: Tuition is automatically deducted monthly. To avoid payment for the next month, the withdrawal form must be submitted before the 20th of the current month.

Any change of information: Please fill out the enrollment form with the updated information and submit it to the administration registration-qs@icevmasjid.org. The form is available [here](#) or on ICEV.ORG.

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.

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 _____