



Al-Minhaal Academy

WHERE THE FUTURE BEGINS



Re-Enrollment Application

STUDENT INFORMATION

Student's Name

First Name: _____ Last Name: _____

DOB: ____ / ____ / ____ Gender: Male Female Grade in 2018-2019: _____

Street Address

City: _____ State: _____ Zip Code: _____

PARENT/GUARDIAN INFORMATION

Father's Name: _____ Mother's Name: _____

Phone Number: () _____ - _____ Phone Number: () _____ - _____

E-mail Address: _____ E-mail Address: _____

EMERGENCY CONTACTS

NAME	RELATIONSHIP	PHONE	E-MAIL ADDRESS

PICK-UP AUTHORIZATION: Both Contact #1 Contact #2

STUDENT MEDICAL INFORMATION

Physician's Name: _____ Phone Number: () _____ - _____

Mailing Address: _____

Insurance Company: _____ Card #: _____

By my signature, I affirm the following:

1. That the above information is correct.
2. That in the event of a medical emergency, I authorize AL-MINHAAL ACADEMY to seek emergency medical care for my child as deemed necessary by the Principal or administrative designee.
3. That I have received the Information to Parents document.
4. I understand that if an adult's name does not appear on this list, my child(ren) will not be released from school with that individual.

Parent's Signature: _____ Date: _____

RETURNING STUDENTS

(Parent / Guardian Must Initial Below)

- _____ **Registration fee** will be **\$75** provided they pay on or before **May 11, 2018**.
**Registration Fee will be \$150 after the stated deadline.*
- _____ **Book fees** will be **\$250** provided they pay on or before **May 11, 2018**.
**Book Fees will be \$300 after the stated deadline.*
- _____ Book Fees must be paid before **July 15, 2018** in full to reserve a spot. Spots are **not guaranteed** if the fees are not paid by the deadline.
- _____ **Registration, Technology, and Lab Fees are non-refundable/Book Fees are non-refundable after June 1, 2018.**
a. Book fees will be used solely for use of books and tests provided by the school.
b. Books are to be returned to the school upon completion of the course or school year.
- _____ Full Payment of annual tuition prior to deadline waives registration fees and 5% discount applied to tuition. **(Deadline: May 11, 2018)**
- _____ **Tuition is due on the first of every month. Fees will be processed 10 days before the previous month the tuition is due for Parents who are enrolled in the EFT Payment.**
a. Processing Fee: A processing fee will be added to your balance if tuition is paid after the fifth of the month (Processing fee amount will vary. It will be based on how much time & effort was spent to collect balance amount.
- _____ Parents/Guardians are liable to pay the full annual tuition irrespective of early withdrawal from the school year.

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- I understand it is my duty to keep the school informed of any changes, and failure to provide supporting documentation may delay the processing of this application.
 - I understand that my child may be excluded from school if immunizations are not on file with the school nurse.
 - I understand my child(ren) transcripts/report cards will not be released if all payments due aren't paid or school properties such as textbooks are not returned before school ends or before my child(ren) are transferred out.
 - I understand my child(ren) may not be permitted to attend class if tuition or other fees are not paid by the 10th of every month.
 - I certify that all of the information I have provided on all pages of this application is true and accurate. I understand that falsification of any information or submission of misleading information will be cause for revoking this application, and I am legally responsible for all information supplied within this application.

The undersigned, as the parent(s) or guardian(s) of the child(ren) named in this application hereby accept and agree to all of the terms of this agreement.

Student's Name: _____

Grade _____

Parent/Guardian's Name: _____

Parent/Guardian's Signature: _____

Date _____

≡ PARENT CONSENT FORM ≡

Student Probation

In the case of misconduct regarding your son/daughter, they will be put on a 3-month probation period in which they will be analyzed to make sure that no further misconduct occurs. If he/she does not abide by the school rules during these three months, they will be at risk of expulsion from the school.

- I understand that if my child is put on probation; he/she will be expelled from the school if he/she breaks school rules during the probation period.

Tuition Payment

If the tuition is not paid on time, the parent will be expected to notify the school by email. No verbal contact (Principal, Administrator, etc.) will be acceptable. If the tuition is more than 15 days late and the school has not been notified, the child(ren) will be automatically suspended on the 16th day of the month. Suspension notice will not be given out (school will inform the Parent/Guardian by email and a phone call).

- I understand that I am required to state a reason and note when I will be able to make the payment by *e-mail* if my tuition payment is late.
- I understand that if I do not notify the school, my child(ren) will be automatically suspended on the 10th day of the month until a meeting with the Financial Committee is scheduled with me.
- I understand that I am liable to pay the full annual tuition fees unless I withdraw my child(ren) within 15 days of admission or the start of the school whichever is later.
- I agree to fulfill the obligation to pay all fees and tuition in full as evidenced by my signature to this student application submitted on behalf of my child(ren). If the amount is not paid within 30 days, my account may be sent to a collection agency.

Parent's Name: _____ Signature: _____

Date: ____/____/____

≡ FUNDRAISING AGREEMENT ≡

Name: _____ Relationship to student: _____

Date: _____

In regards to Al-Minhaal's annual fundraising efforts, we are anticipating a grand event for the month of December, 2018, insha'Allahu ta'ala. It is mandatory for each family to participate in these efforts and therefore we have drafted this contractual agreement to be signed and returned with your child's registration application.

Although the event will be slated for December 2018, we pray that you will begin your fundraising campaigning as early as possible. Ideally, if you begin selling tickets right away, you could fulfill your fundraising responsibility before the beginning of the school year. Consequently, because you have several months to honor this agreement, if all funds are not submitted by January 2, 2019; the full amount of your fundraising obligation (\$300) will be added to your January tuition and expected to be paid by the January tuition due date.

I agree to sell a minimum of six (6) tickets for the purpose of supporting Al-Minhaal Academy's annual fundraising efforts. The tickets will sell at a cost of \$50 each, which will realize a monetary fundraising contribution of \$300.

Parent's Signature: _____

Date: ____/____/____

Optional Agreement

I agree to sell four (4) or more than the agreed upon six (6) tickets.