



AL-SIDDIQ SCHOOL

7360 W. 93rd Street, 2nd Floor, Bridgeview, IL 60455 (Registration)
 7350 W. 93rd Street (Universal School), Bridgeview, IL 60455 (Academic)
 School Time: Sundays at 9:45 AM to 3:15 PM

Al-Siddiq (708) 717-8187

Accounting (708) 430-5666x7

Registration for the school year 2018-19

Sundays from 9.30am to 11.00am (During School)
Monday to Thursday 11.30am to 1.00pm
Fridays 1.00pm to 3.00pm
Saturdays Office Closed

Who: Boys 5-10 years and girls 5-15 years. Returning Student has no age limit
Registration: 4/10/2018 - 9/2/2018, or earlier if seats are filled

FEE AND TUITION SCHEDULE

CHILDREN	REGISTRATION FEE	BOOKS AND EDUCATIONAL MATERIALS	TUITION ON OR BEFORE MAY 27 th *	TUITION MAY 28 th - AUGUST 12 th	TUITION AFTER AUGUST 12 th
1	\$200	\$25	\$400	\$500	\$550
2	\$200	\$25	\$375	\$475	\$525
3	\$200	\$25	\$350	\$450	\$500
4	\$200	\$25	\$325	\$425	\$475
5 & more	\$200 / Child	\$25 / Child	0	0	0

- **Registration Fee:** \$200 registration fee is due at registration. No refund, discount or transfer of registration fee
- **Payment Location:** Accounting office (or Masjid (Tareq's) office or Al-Siddiq (Ahlam Samara's) office)
- **Educational Materials:** \$25. No discount, refund, or transfer of books /educational materials fee.
- **Full Payment Discount:** 5% tuition fee discount for full payment at the time of registration
- **Past Due Balance:** All past due balance must be paid before registration
- **Returned Check Fee:** \$45 returned check fee
- **Checks Payable to:** MF Al-Siddiq School

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Important information (please read & save):

1. **First day of school:** September 9th 2018.
2. **Last Day of School:** May 12th, 2019 (Tentative)
3. **No School:** 11/25/18 & 12/30/18
4. **Placement Test:** 5/27/18, 08/12/18 and 09/02/18 at 1:30 pm to 3:30 pm
5. **Test Location:** Mosque Foundation Education Center, 9260 S. Octavia Ave, Bridgeview, IL
6. **Age:** No new registration for boys over 10 years of age and girls over 15 years of age. Returning students have no age limit.
7. **Registration Requirements:** Registration form, birth certificate (new students only), payments (registration, books & educational materials fees)
8. **Registration Office:** Accounting office at 2nd Floor of Mosque Foundation
9. **Refund:** There is no discount, refund, or transfer of the registration fee (\$200) or books & educational materials fee (\$25).
 - Withdrawal before 9/30/18: Full Refund
 - Withdrawal between 10/1/18-11/11/18: No refund of registration & books & educational materials fee. 60% of the tuition fee refund only
 - Withdrawal after 11/11/18 or dismissal or no attendance: No refund. Full payment is due
10. **Payment Plan:** Unpaid balance is due in 4 Installments which are on 10/14/18, 11/11/18, 12/16/18 & 01/27/19.
11. **Withdrawal:** School must be notified in writing for withdrawal from school
 - Not attending the school doesn't constitute an official withdrawal from school.
 - Tuition has to be paid in full, even if student is absent from school due to vacation, sickness or unauthorized withdrawal.
12. **Returned Check Fee:** \$45 returned check fee
13. **Credit Card Fee:** No credit card processing fee. But there is a 4% credit card refund processing fee in case of withdrawal.
14. **Late Payment:** \$25 monthly processing fee per child for any balance not paid by the end of January.
15. **Follow UP:** Parents are responsible to make payment arrangement. Please ask for a receipt if paid at MF (Tareq's) Office.
16. **Personal Informations:** Inform school office with any changes to phone, address, emergency contacts, etc.
17. **Correspondence:**
 - School sends all correspondences by email and sometimes with the messenger chosen by family
 - Parents are responsible to follow up with the school announcements and make sure to provide valid email accounts.
18. **School's Rights to Amend:** Al-Siddiq reserves the right to make changes to its schedules, policies and curriculums
19. **Financial Aid:** Apply to Mosque Foundation's Zakat Fund for financial assistance.
20. **Accounting Office Closed:** April 28th- May 2nd, June 15th – 25th, July 6th – 8th , August 21th to 26th, December 22nd to 31st 2018 and on Saturdays

Registration form must be completed in advance. Form is available at <http://mosquefoundation.org/weekend-school/registration-forms>