AL-SIDDIQ SCHOOL

7360 W. 93rd Street, 2nd Floor, Bridgeview, IL 60455 (Registration)

7350 W. 93rd Street (Universal School), Bridgeview, IL 60455 (Academic)

Al-Siddiq (708) 717-8187 School Time: Sundays at 9:45 AM to 3:15 PM Accounting (708) 430-5666x7

**Registration for the school year 2022-2023**

***Sundays from 9:30 am to 11:00 am (During School)***

***Monday to Thursday 11:30 am to 1:00 pm***

***Fridays 1:00 pm to 3:00 pm***

***Saturdays Office Closed***

Enrollment: Boys 5-10 years and girls 5-15 years. Returning Student has no age limit

Registration starts on 4/1/2022 until seats are filled

**FEES AND TUITION SCHEDULE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| CHILDREN | REGISTRATION FEE | BOOKS AND EDUCATIONAL MATERIALS | TUITION ON OR BEFORE JUNE2nd \* | TUITION ON OR BEFORE AUGUST 5th | TUITION AFTER AUGUST 5th |
| 1 | $200 | $25 | $450 | $500 | $550 |
| 2 | $200 | $25 | $425 | $475 | $525 |
| 3 | $200 | $25 | $400 | $450 | $500 |
| 4 | $200 | $25 | $375 | $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 Locations:** Accounting office or the Masjid with Mr. Tareq or Al-Siddiq with Mrs. Samara.
* **Educational Materials:** $25, no discount, refund, or transfer of books /educational materials fees.
* **Past Due Balance:** All past due balance must be paid before registration.
* **Returned Check Fee:** $45 returned check fee.
* **Checks Payable to:**  Al-Siddiq School.

AL-SIDDIQ SCHOOL

Al-Siddiq (708) 717-8187 School Time: Sundays at 9:45 AM to 3:15 PM Accounting (708) 430-5666x7

**Important information (please read & save):**

1. **First day of school:**  September 11th2022 (Tentative).
2. **Last Day of School:** May 21st, 2022 (Tentative)
3. **Age Limitation:** No limit for returning students. New students’ boys born between 2012-2017 and girls born between 2007-2017
4. P**lacement Test:** New Students may need placement test. School staffs will contact you with more information.
5. **Test Location:** Mosque Foundation Education Center, 9260 S. Octavia Ave, Bridgeview, IL.
6. **Registration Requirements:** Registration form, birth certificate (new students only), payments (registration, books & educational materials fees)
7. **Registration Office: The** Accounting office in the 2nd Floor of the Mosque Foundation.
8. **Refund:** There is no discount, refund, or transfer of the registration fee of $200 or books & educational materials fee of $25.
	* Withdrawal before 10/16/22: Full Refund
	* Withdrawal between 10/17/22-11/13/22, no refund of registration & books & educational materials fee. Only 60% refund of the tuition.
	* Withdrawal after 11/13/22 or dismissal or no attendance: No refund and full payment is due.
9. **Payment Plan:** Unpaid balance is due in 4 installments which are on 10/16/22, 11/12/22, 12/18/22, and 01/30/23.
10. **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.
11. **Returned Check Fee:**$45 returned check fee.
12. **Credit Card Fee:** No credit card processing fee. But there is a 4% credit card refund processing fee in case of withdrawal.
13. **Late Payment:** $25 monthly processing fee per child for any balance not paid by the end of January, 2023.
14. **Follow UP:**Parents are responsible to make payment arrangement. Please ask for a receipt if paid at MF office ( Mr.Tareq).
15. **Personal Information:** Inform the school office with any changes to phone #s, address, emergency contacts, etc.
16. **Correspondence:**
	* School sends all correspondences by email and sometimes with the messenger chosen by the family.
	* Parents are responsible to follow up with the school announcements and make sure to provide valid email accounts.
17. **School’s Rights to Amend:** Al-Siddiq reserves the right to make changesto its schedules, policies and curriculums
18. **Financial Aid:** Apply to the Mosque Foundation’s Zakat Fund for financial assistance.
19. **Accounting Office Closed:** June 11th to 19th, August 6th-14th, December 22nd-31st, 2022 and Saturdays.

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