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| **N**    **I**slamic Character  **F**aith in Allah  **A**cademic Excellence | C:\Users\frontoffice\Desktop\logo-new.jpg  **Islamic Faith Academy**  10645 Hwy. 64 East, Tyler, TX 75707  www.ifatexas.org  front.office06@gmail.com  Tel. and Fax (903) 565-0404  East Texas Islamic Society, Inc. |

##### ENROLLMENT AGREEMENT

**Academic Year 2022- 2023**

**Tuition**

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| **STUDENT GRADE** | **Tuition in US Dollars** |
| Preschool | 18 months old $450, 2-3 years old $425 per month |
| (Pre-K and up) | $ 375 per month |

**Registration Fees** of **$250 per student** (Pre-School and up). Families with multiple siblings attending IFA might be eligible for a tuition discount. Please see the front office for details.

Name of student(s) to be enrolled:

* 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade in 2022-23: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade in 2022-23: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade in 2022-23:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Family Information:**

Father’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mother’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Occupation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phones: Home \_\_\_\_\_\_\_\_\_\_\_\_ Business \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Addresses: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Information: Cell Phone**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Emergency Contact Name and Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The student will not be allowed to register or attend school if emergency information is not provided along with all medical requirements, which include student chart, medical physician(s), and hospital name in case of an emergency.**

**Please read the following terms of agreement carefully:**

1. I understand that upon acceptance of this Enrollment Agreement by both parties and payment of registration fees, a place will be reserved in the school for the above-named student(s).
2. The undersigned agrees to the following:
   1. **Responsibility for Tuition:** 
      1. **Once a registered student attends classes, the parents are responsible for the entire tuition amount for the entire academic year.**
      2. If a parent chooses to withdraw a child after the beginning of the school year, it is the responsibility of the parents to pay the tuition for the entire academic year. If a child is expelled from the school due to behavior problems, or very poor academic progress, the parents are responsible for the tuition of the entire academic year.
      3. If the undersigned is granted financial aid from the school, then tuition payments will be adjusted accordingly.
   2. **Tuition Payment Policy:**
      1. It is the policy of Islamic Faith Academy that the full tuition amount may be divided to a maximum of 10 installments to be paid monthly. The first installment is due on or before the first day of classes and last installment is due on or before May 5, 2023.
      2. **Each monthly tuition payment is to be made no later than the 5th of the month**. In the event that the amount has not been paid by the 5th, a $**20 late fee charge** is to be paid directly to the office. **If the amount is still not paid by the 15th of the month, your child(ren) will not be admitted until a payment is received**. **Fees will be the same for at-Home remote instruction as FACE to FACE instruction** due to COVID-19**. Also, if your child travels during the school year, monthly fees should be collected as usual.**
      3. ETIS board reserves the right to change the number and span of tuition payments within an academic year. Parents will be informed in advance of any changes to current policy.
   3. **Refund Policy:**
      1. Tuition payments and registration fees are non-refundable. If parents elect to withdraw their child(ren) from the school before the first day of class and registration fees have already been paid in full, then only 0% of the received registration fees will be refunded. If we cancelled the grade level registration fees will be 100% refunded.
   4. For students who wish to take end-of-year exams earlier than scheduled, a request must be submitted in writing to the school administration at least one month before taking the tests, and tests will be taken upon approval of the request.

**I understand that in signing this Enrollment Agreement for 2022-2023 academic school year, I accept the rules and regulations of Islamic Faith Academy as well as the payment schedule set forth herein.**

**I have read and understand the terms of this agreement.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent / Legal Guardian

**Name (Print) Relationship to student/s (please circle one)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Signature Date**