

# **MADRESSA ARABIA ISLAMIA**

**425 PAISLEY ROAD WEST, IBROX, GLASGOW, U.K G51 1PZ**

**TEL: 0141- 427 2152,E-Mail:info@ibrahimmasjid.org.uk**

## **ADMISSION / ENROLEMENT FORM**

Admission Ref...\_\_\_\_\_ Bank Reference Code\_\_\_\_\_ DATE: \_\_\_\_\_

**PLEASE FILL IN THE FORM WITH BLACK INK IN BLOCK CAPITAL LETTERS.**

### **DETAILS OF APPLICANT**

CHILD'S NAME \_\_\_\_\_ FATHER'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ POST CODE \_\_\_\_\_

TEL. HOME \_\_\_\_\_ TEL. WORK \_\_\_\_\_ MOB.NO. \_\_\_\_\_ E-MAIL: \_\_\_\_\_

DATE OF BIRTH \_\_\_/\_\_\_/\_\_\_ PLACE OF BIRTH \_\_\_\_\_ NATIONALITY \_\_\_\_\_

SCHOOL NAME: \_\_\_\_\_ LEVEL/YEAR AT SCHOOL \_\_\_\_\_

AREAS OF INTEREST / HOBBIES \_\_\_\_\_

EMERGENCY CONTACT NAME \_\_\_\_\_ RELATIONSHIP TO THE APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_ POST CODE \_\_\_\_\_

TEL. NO. \_\_\_\_\_ MOBILE \_\_\_\_\_ E-MAIL \_\_\_\_\_

### **DETAILS OF PREVIOUS EDUCATION**

1) NAZRA / HIFZ / RECITATION OF QURAN: \_\_\_\_\_

NAME AND ADDRESS OF MADRASSAH / MASJID \_\_\_\_\_

2) NUMBER OF TIMES NAZRA HAS BEEN COMPLETED \_\_\_\_\_ .IF NOT HOW MANY PARTS  
(PARAS/JUZAS) HAVE READ \_\_\_\_\_

3) NAMES OF ARABIC / URDU /ISLAMIC BOOKS STUDIED \_\_\_\_\_

I CONFIRM THAT THE INFORMATION GIVEN IN THIS APPLICATION FORM IS CORRECT. I ALSO  
CONFORM THAT I WILL OBSERVE RULES/REGULATIONS OF THE MADRESSA MENTIONED  
IN THE FOLLOWING PAGES.I WILL NOTIFY MADRESSA WHENEVER MY DETAILS CHANGES.  
HOW BEST WOULD YOU DESCRIBE YOURSELF: HANAFI [ ], SHAFI [ ], MALIKI [ ] OR HANBALI [ ].

NAME \_\_\_\_\_ APPLICANT SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME \_\_\_\_\_ PARENT SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE USE THE FOLLOWING BANK DETAILS FOR DIRECT DEBIT; STANDING ORDER TO  
TRANSFER THE FEES AND LET THE MADRASSA KNOW ON WHAT DATE IT IS GOING TO BE PAID.  
ALSO PLEASE KINDLY USE THE FOLLOWING BANK REFERENCE CODE WHEN PAYING THE MONEY.  
**PAY: MADRESSA AL ARABIA AL ISLAMIA: SORT CODE: 80-07-53, ACCOUNTS NO: 10178468**

**LANGUAGE PROFICIENCY**

<b>LANGUAGE:</b>	<b>READ</b>	<b>WRITE</b>	<b>SPEAK</b>
<b>ARABIC:</b>			
<b>URDU:</b>			
<b>ENGLISH:</b>			
<b>OTHER LANGUAGE/S, WRITE NAME:</b>			

DURATION ATTENDED AT THE PREVIOUS MADRASAH / MASJID

YEAR \_\_\_\_\_ MONTHS \_\_\_\_\_ REASON OF LEAVING \_\_\_\_\_

NAME OF SCHOOL / COLLEGE / UNIVERSITY \_\_\_\_\_

DATE: FROM \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_

<b>SUBJECTS</b>	<b>GRADES , LEVEL ATTAINED</b>
ENGLISH	
MATHEMATICS	
SCIENCE	
ECNOMICS	
OTHER	

**OTHER DETAILS**

DOES THE APPLICANT SUFFER FROM ANY SERIOUS OR LONG TERM ILLNESS E.G. EPILEPSY, BRONCHITIS, AUTISM OR FREQUENT HEADACHES? \_\_\_\_\_

DO HE / SHE SUFFER FROM ANY ALLERGIES? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES PLEASE GIVE DETAILS \_\_\_\_\_

DOES THE APPLICANT REQUIRE ANY SPECIAL EDUCATION (ANY SPECIFIC NEEDS)

YES \_\_\_\_\_ NO \_\_\_\_\_ IF YES PLEASE GIVE DETAILS \_\_\_\_\_

**IMPORTANT NOTES**

- 1-MINIMUM ADMISSION AGE IS SIX YEARS AND UPWARDS, OR WHEN CHILD BEGINS P1.
- 2- ADMISSION CHARGE £50 NON-REFUNDABLE, RE-ADMISSION CHARGE £80.
- 3-FEES: £30 PER MONTH PER CHILD, PAYABLE ON MONDAY OR THURSDAY ONLY. IF FEES DELAYED FOR A WEEK THEN AS A PENALTY IT WILL BE DOUBLED FOR THAT MONTH.
- 4-FULL FEES TO BE PAID REGARDLESS HOW MANY HOURS OR DAYS CHILD ATTENDED THE CLASS. NO DEDUCTION OF FEES ARE ACCEPTABLE. ADMISSION TIME BETWEEN 5.00-5.30.
- 5-IF YOUR CHILD IS ABSENT FROM CLASS FOR TWO WEEKS WITHOUT PERMISSION THEN READMISSION WILL BE RQUIRED WITH £30 PENALTY, THEREFORE EITHER PHONE OR SEND A NOTE, STATING WHY A CHILD IS OFF FROM MADRASSA TO AVOID FINE. JAZAKALLAH.
- 6-SEND/BRING YOUR CHILD IN PROPER ISLAMIC CLOTHES EG.FOR BOYS WHITE SHALWAR, QAMEES/ OR WHITE JUBBA & WHITE CAP/TOPI, WHITE HIJAB & BLACK ABAYA.
- 7-MADRASSA CLASSES TIMES: MONDAY TO FRIDAY, 05:00PM – 07:00PM
- 8-PLEASE HAVE A NOTE OF MADRASSA CONTACT DETAILS IN CASE YOU NEED THEM.
- 9-PLEASE COLLECT YOUR CHILD ON TIME, IF LATE FOR ANY REASON LET TEACHER KNOW.
- 10-IF YOU HAVE ANY CONCERN REGARDING YOUR CHILD'S EDUCATION OR ABOUT THEIR PROGRESS PLEASE CONTACTS EITHER THEIR CLASS TEACHER OR THE HEAD TEACHER.
- 11-IT IS YOUR RESPONSIBILITY TO ENCOURAGE YOUR CHILD TO LEARN THEIR SABAQ AT HOME FOR AT LEAST HALF AN HOUR EVERYDAY & ASK THEM TO DO ALL THE HOMEWORK.
- 12-YOUR CHILD MUST BRING THEIR MADRASSA BAG WITH ITS CONTENTS EVERYDAY.
- 13-HEAD HAIR OF THE BOYS MUST BE CUT IN ONE SIZE & LENGTH, WITHOUT PATTERNS.

## RULES AND REGULATIONS

- 1) DISCLOSURE OF ALL PREVIOUS CHARACTER AND CONDUCT IS NECESSARY.
- 2) ALL ISLAMIC LAWS AND REGULATIONS WILL HAVE TO BE FOLLOWED IN ALL ASPECTS OF LIFE PARTICULARLY PRAYERS, DRESS, SOCIAL AFFAIRS ETC.
- 3) TO INSULT THE TRUSTEES, TEACHERS OR STAFF OF THE MADRASAH/MASJID WILL BE JUDGED AS AN EXCUSABLE ACT. ANY STUDENTS FOUND GUILTY OF SUCH BEHAVIOUR WILL BE LIABLE FOR PUNISHMENT/DISMISSAL.
- 4) ANY FALSE INFORMATION GIVEN OR ANY REQUIRED INFORMATION UNDISCLOSED WILL BE LIABLE FOR IMMEDIATE DISMISSAL.
- 5) ALL THE ABOVE RULES AND REGULATIONS AND ANY FUTURE RULES WILL HAVE TO BE ADHERED TO FULLY.

## DECLARATION

i) THE INFORMATION I HAVE GIVEN ON THIS FORM IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

I UNDERSTAND THAT MY APPLICATION WILL BE DISQUALIFIED IF I HAVE KNOWINGLY GIVEN FALSE INFORMATION OR WITHELD REQUIRED INFORMATION.

ii) I HAVE READ AND THOROUGHLY UNDERSTOOD ALL THE RULES AND REGULATIONS PRODUCED ON THIS FORM.

iii) ACCEPT TO FOLLOW ALL THE RULES AND REGULATIONS OF MADRASSAH AL ARABIA AL ISLAMIA / IBRAHIM MASJID.

APPLICANT'S SIGN. \_\_\_\_\_ DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

PARENTS/ GUARDIAN'S SIGN. \_\_\_\_\_ DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## FOR OFFICE USE ONLY

ADMISSION NO. \_\_\_\_\_ CLASS ADMITTED \_\_\_\_\_

ADMISSION FEES £50 PAID [ ] OR RE-ADMISSION FEES £80 PAID [ ]. DATE \_\_\_\_\_

DATE OF ADMISSION \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ADMITTED BY .....

SIGN OF THE STAFF \_\_\_\_\_ DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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CHILDS BANK REFERENCE CODE \_\_\_\_\_

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**SORT CODE: 80-07-53**

**ACCOUNTS NO: 10178468**