



300 W. Highridge Road. Villa Park, Illinois – 60181
Phone: 630-941-8800 ext.: 1015

Registration Information for new admissions
School Year 2019-2020

1) REGISTRATION SCHEDULE:

Date & Time	Location	Registration Category
April 7 th , 2019 (10:30 am to 12:30 pm)	New Library - Room #106	Continuing Students New admissions to Pre-K, KG and 1 st Grade
April 14 th , 2019 (10:30 am to 12:30 pm)	New Library - Room #106	Continuing Students New admissions to Pre-K, KG and 1 st Grade
August 25 th , 2019 (10:30 am to 12:30 pm)	New Library - Room #106	Continuing Students New admissions to all Grades

Notes:

- 1 Registration must be completed in person by a parent or guardian.
New students must be accompanied by a parent.
- 2 Incomplete applications will not be accepted.
- 3 Minimum age requirements for new admissions:
 - **Preschool:** at least 4 years of age as of September 1, 2019, plus potty trained.
 - **KG:** at least 5 years of age as of September 1, 2019.
 - **Grade 1:** at least 6 years of age as of September 1, 2019.
 - Please note that proof of age (**copy of birth certificate or passport,**) is required for admission in Pre-K, KG and 1st grade
 - For students of ages 7 years and above, a qualifying test will be administered to determine the eligibility for placing in appropriate grade.

2) TUITION FOR THE YEAR 2019-2020:

Number of Students	Core Curriculum	(+) Safety and Security Fees	Total (Core Curriculum)	(+) Urdu/Arabic Language Class
One Child	\$475.00	\$25.00	\$500.00	\$100.00
Two Children	\$625.00	\$50.00	\$ 675.00	\$150.00
Maximum per family	\$725.00	\$75.00	\$ 800.00	\$200.00
LATE FEE	\$ 100.00	Charged for all registrations after August 25, 2019		

- Tuition shown is for **entire school year**, and is due at time of registration
- Tuition can be paid by Cash, Check or Credit Card

- a. Checks should be made payable to **Islamic Foundation**.
- b. An additional fee (3%, or more) will be charged for credit card payment

WITHDRAWAL AND TUITION REFUND

- A withdrawal form must be submitted for processing refund.
- Deadlines, Withdrawal and Refund of 100% tuition:
 - Students registering on April 7 and 14 → September 8th, 2019
 - Students registering September, or later → up to two weeks after registration
- Absolutely NO REFUND after the above listed dates.
- Refund check will be mailed to the home address provided in the registration form.

3) SCHOOL HOURS and TIMINGS

Activity	Period/Break	Start	End
Arabic / Urdu		09:00 am	09:50 am
Teachers & Staff Arrive		09:45 am	-
Grades PS-5	1 st Period	9:50 am	11:25 am
	Break (PS and KG students must be picked up at the break and dropped off after the break)	11:25 am	11:55 am
	2 nd Period	11:55 am	1:15 pm
Preschool and Kindergarten Classes End:			1:05 pm
Grades 6-11	1 st Period	9:50 am	11:00 am
	2 nd Period	11:00 am	11:50 am
	Break	11:50 am	12:25 pm
	2 nd Period	12:25 pm	1:20 pm
All Grades	Salat-al-Zuhr	1:25 pm	1:45 pm

4) SCHOOL CALENDAR (Brief):

September 8, 2019 (First Day of School)	First Day of School
<i>Exams & Holidays</i>	<i>Schedule for Exams, Holidays and Parent-Teachers conferences are available in Parents Handout given at the time of Registrations</i>
May 31 st , 2020 (Last Day of School)	Awards Ceremony, Grades 1-5
	Awards Ceremony, Grades 6-11
	Graduation, Grade 11

5) For further information contact one of the following:

Principal – Sunday School	Br. Tanweer Mallick	(630) 788-3360	tamallick@aim.com
Vice Principal (Prek-5 th)	Sr. Saba Azim	(630) 229-7108	azims@comcast.net
Senior Vice Principal (6 th - 11 th)	Br. Mohammed Haseeb	(630) 851-9489	haseeb071@yahoo.com