



### STUDENT INFORMATION

Last name:

First name:

Street address:

Suburb:

Postcode:

DOB:

Home phone no:

(   )

Mobile phone no:

Email:

Occupation :

Ethnic Background:

I know about Daar Aisha through (please check any box below) :

Family/Friend

Poster/Flyer

Internet

email

Other

### COURSE INFORMATION

THURSDAY

9:30am – 1:30pm

SATURDAY

8:00am – 11:00am

### IN CASE OF EMERGENCY

Name of friend or relative:

Home phone no.:

Work phone no.:

The above information is true to the best of my knowledge. I have read the attached 'School Policy' and I agree to abide by the rules and conditions of Daar Aisha (RA) Shariah College, as outlined in this document.

*Student signature*

*Date*

*Please note a \$40 registration fee applies*

### OFFICE USE ONLY

Date received :

Payment received & type:

Notified:

Database :

EXTENDED COURSE REGISTRATION FORM

# SCHOOL POLICY

In order to achieve the greatest benefit in your quest for Sacred Knowledge and for us to be able to fulfill the Sacred Trust (*Amanah*) that Allah bestowed upon us it is important for our students to adhere to the following agreement so that Allah will continue to shower His Eminent Mercy and Blessings upon us.

## POLICY AGREEMENT

### ATTENDANCE

Attendance and punctuality are essential. They are an integral part of the final assessment. Students are required to call the office if they will be late for class or unable to attend.

Daar Aisha administration reserves the right to cancel students' registration if attendance and punctuality are found lacking.

### PAYMENT OF FEES

As a completely independent organization Daar Aisha Shariah College relies heavily on students' fees for meeting its expenses. In order to continue serving the community effectively as we have done in the past, it is essential for our students to be diligent and efficient in discharging their responsibilities.

A \$40 Registration Fee is payable upon registration; this is a non-refundable administrative fee. If students withdraw and then re enroll at a later date a new registration fee will be required.

There are only two modes of payment of fees either by Term in advance or via direct debit forms available from admin. office.

Fees are payable for the duration of time that a student is **registered** at Daar Aisha Shariah College including days of absence.

A bond to the amount of \$100 is payable on Orientation Day. This bond is refundable on the completion of the course. Any outstanding fees will be deducted from the bond.

### DEFERMENT/DISCONTINUATION OF STUDIES

Students who wish to defer/discontinue their studies need to complete the deferment form [available at the office]. Submission of the form is confirmation of deferment/discontinuation and fees will no longer be payable from that date.

Please note that until such a form is submitted the student will be considered an enrolled student at Daar Aisha Shariah College.

*I have read the fees and attendance policy as outlined above and agree to its terms and conditions*

Name: \_\_\_\_\_ Sign: \_\_\_\_\_ Date: \_\_\_\_\_