



COLLEGE POLICY AGREEMENT

Teen Deen

Welcome to Daar Aisha College. We hope your experience at the College will be a fulfilling one and that you will derive the greatest benefit in your quest for Sacred Knowledge. To ensure best outcomes for all concerned students must adhere to the following terms:

ATTENDANCE

Attendance and punctuality are essential. Students are required to call the office if they will be late for class or unable to attend.

During the course students may defer their studies if need be, however students must complete their studies within five years of registration.

Parents must be aware that Daar Aisha College bears no responsibility for children before 2.00pm and after 6:30pm.

MODEST ATTIRE

While Hijab (head covering) is a religious requirement for Muslim Women, we recognize that not all Muslim women practice this tenet. Hijab is therefore not a mandatory prerequisite for study.

However, students attending classes at Daar Aisha College are required to adhere to the general Islamic Guidelines on modest dress at all times. Respectful attire is a means by which the Islamic Sciences are honoured. This requires clothing that is **long, loose, not transparent** and with a **high neckline**.

PAYMENT OF FEES

Daar Aisha College is a completely independent educational institution. The fees schedule is as follows:

Registration Fee: \$50 payable upon registration; this is a non-refundable administrative fee.

Bond: A bond to the amount of 4 weeks' fees (\$100) is payable upon registration. The bond is fully refundable upon completion of the course provided all fees are up to date and 2 weeks' notice given.

Payment of Term fees using Ezidebit carries a further independent bond of \$50. This is also fully refundable provided all fees owing have been debited.

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

Students are required to pay fees on a Term by Term basis. Fees for the Term must be paid at the beginning of each Term for the duration of the entire Term. Term fees are non refundable and non transferable.

There are two modes of payment available:

Term fees paid in advance: cash, cheque, eftpos

Instalments via direct debit.

Students who choose the second option need to complete an Ezidebit form which is available from the administration office.

In order to continue serving the community effectively, it is important for our students to be diligent and efficient in discharging their responsibilities.

DISCONTINUATION OF STUDIES

Students who wish to discontinue their studies need to complete the discontinuation form [available at the office]. Please note that the student will be considered an enrolled student at Daar Aisha College until the discontinuation form is submitted. Discontinuation is effective as of end of Term.

Ihave read the fees and attendance policy as outlined above and agree to its terms and conditions

Full Name: _____ Signature: _____ Date: _____