



## POLICY AGREEMENT

### English Shariah Course

Daar Aisha is dedicated to the effective transmission of Sacred Knowledge and to spreading the light and wisdom of Prophetic truth to all who seek it.

Dedication and due diligence in acquiring Sacred Knowledge has been the hallmark of true scholarship throughout the ages.

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 Most High seeks from us, it is important for our students to adhere to the following agreement.

#### **ATTENDANCE**

Attendance and punctuality are vital for a student of knowledge.

Students must notify the administration office if they are going to be absent from their studies for any extended period of time due to illness or travel or any other reason.

Students may choose to defer their studies but must complete their Shariah Course within five years.

#### **TUITION FEES**

Daar Aisha College is an independent organization. In order to continue serving the community effectively, it is essential for our students to be diligent and efficient in discharging their responsibilities.

#### **Registration Fee**

Due to the current global situation the standard registration fee and bond has been waived for all courses.

#### **Tuition Fees**

Fees are due at the beginning of each term and ensures timely access to your course. Students will be required to register for their course on a term by term basis prior to the commencement of each term. As such, students will not be automatically enrolled and will need to register for each term.

There are only two modes of payment for fees:

Term fees paid in advance: Cash, Cheque, Eftpos, Direct Deposit or Internet Banking.

Instalments via Ezi Debit; the Ezi Debit form is available from the administration office.

#### **Cancellation & Refund**

Fees are refundable & transferable up to 7 days prior to the commencement of the course, however a cancellation fee of \$20 applies.

After 7 days fees will be non-refundable & non transferable.

## **DISCONTINUATION OF STUDIES**

If a student wishes to discontinue or defer their studies, they must complete the discontinuation form [available at the administration office]. Submission of the form by the student is the only official confirmation of discontinuation. Discontinuation is effective end of term. Where Ezidebit is the option for payment, debits will continue until the Term fee is paid in full.

*Fees during absence:* As per policy for all educational institutions; Tuition Fees are payable for the duration of time that a student is registered at Daar Aisha College including days of absence.

Students will have access to recordings of their classes.

## **LEARNING MANAGEMENT SYSTEM (MOODLE)**

Students who access Daar Aisha classes using Moodle are entrusted to neither share their account details, nor access their course with unregistered users.

This trust also extends to upholding the requests of Daar Aisha teachers by ensuring that no males can view or hear the classes in progress.

Students who opt to attend Daar Aisha in person will still require a Moodle account to gain access to class recordings.

## **PERSONAL INFORMATION**

Your personal information including your photo will not be viewed or shared with anyone as per the Privacy Act (1988).

Registration is only complete with submission of a complete registration form, applicable fees and a photo.

## **NON DISTRIBUTION OF ADVERTISING MATERIAL**

Daar Aisha College is an educational institution dedicated solely to the dissemination of Sacred Knowledge and to fostering the compassionate spirit of Islam.

To this end, students are asked not to distribute any advertising material or leaflets, sell or buy material goods and not promote factional or other group ideologies that contribute to division in the Ummah.

In order for Daar Aisha to continue serving the community, it is essential that our students are also diligent and efficient in discharging their duties and responsibilities towards this Trust that has been bestowed upon us by Allah Most High. We ask of Allah Most High to accept our endeavor and your efforts.

May Allah [Most High] continue to illuminate your path in your quest for Sacred Knowledge.  
As the Prophet [may the peace and salutations of Allah be upon him] said:

*'If Allah decrees good for a person He allows them the opportunity to gain greater understanding of their deen [religion].'*

*'Whoever seeks a path to Sacred Knowledge Allah will ease for them a path to Jannah'*

I ..... have read the Daar Aisha Shariah College school policy  
(Full Name - Printed) as outlined above and agree to its terms and conditions

Signature : \_\_\_\_\_ Date: \_\_\_\_\_