



Ahlul-Bayt Islamic School

200 Baribeau Street, Ottawa, Ontario, K1L 7R6
613-526-0774 info@abischool.com
www.abischool.com

2018-19 School Year

Date submitted to office:

201__ - __ - __

Student Application ~ Short Form

This form may be used for returning students but not for new students

The long form is recommended for returning students

For your child's safety, please make sure to update the office when this information changes.

Student's Name

First

Middle

Last

Address:

Street

Apt.

City

Province

Postal Code

Date of Birth Year _____ month _____ day _____

Gender Male Female

Prospective grade _____

Health Card No _____ Province _____ Expiry Date _____

Allergies and Special Conditions:

Parents Information - Required

For your child's safety, please make sure to update the office when this information changes.

Parent #1

Full Name

Relationship to student

Address:

Street

Apt.

City

Province

Postal Code

Phone. Home _____ Mobile _____ Work _____

Please use my Home and/or Mobile and/or Work phone numbers to send me important school notifications.

Email _____@_____ (to receive school notifications & information)

Parent #2

Full Name

Relationship to student

Address:

Street

Apt.

City

Province

Postal Code

Phone. Home _____ Mobile _____ Work _____

Please use my Home and/or Mobile and/or Work phone numbers to send me important school notifications.

Email _____@_____ (to receive school notifications & information)

Legal Guardian(s): Parent #1 Parent #2 Both

TUITION FEES:

Tuition fees are for the entire school year (10 months) and fees are expected to be paid for the full school year. Students leaving before the end of the school year, for unexpected circumstances, must submit a written notice, to the office, two months prior to their departure date. Fees must be paid in full for these two months.

Paying in Monthly Payments:

For your convenience, we offer a monthly payment option as follows:

- *Payments may be made in monthly post-dated cheques that are due on the first of each month.*
- *Payments can also be made in cash and are due on the first of each month.*
- *Uniform, field trips, and books fees are not included in the tuition fees.*
- *A non-refundable registration fee of \$150 is required upon registration of each new and returning student.*

Late Tuition Fee Penalty:

Tuition Fees are due at the beginning of each Month. Delays in paying tuition fees adversely affect the school in meeting its commitments. Extended delays create an unpleasant situation, whereby our administrative staff needs to make repeated requests to pay, thus creating an inconvenience to both parents and school.

A cumulative penalty of \$20 per month per child will be applied when tuition is not paid one month after the month they are due. Please note that these penalties are not negotiable.

For example, if the January payment for one student is not received by end of February, a penalty of \$20 will be applied on March 1st. If the January payment remains unpaid until end of March, another \$20 will be applied on April 1st, and so on.

If the January payment was for two students, the penalty will double to \$40 per month until paid.

Parental/Guardian Agreement

Parent/guardian name _____ *Date of Enrolment* _____

I, parent/guardian, declare that I am recommended to complete the long form but decided to complete this short form instead. I declare that I am responsible for all the content of the long form.

I understand that it is my responsibility to keep the school updated with any changes to our contact information, emergency contacts, any related medical condition and allergies of the student.

I hereby agree to the above-mentioned conditions and terms.

Signature of Parent/Guardian

Date