

Day Form Received	
Date Form Received	
Received By	

Weekend Maktab

# الدعوة والارشاد

Markaz-Ud-Dawat Wal Irshad

Weekend Madrasah Application Form

*175-179 PLASHET GROVE*

*EAST HAM*

*LONDON E6 1BX*

*Tel: 020 8552 6133*

*Charity No: 295836*

*Plashetgrove Masjid.org*

*Pgmadressa@gmail.com*

Please fill in this application form fully  
(Incomplete applications will be rejected)

Student First Name \_\_\_\_\_ Surname \_\_\_\_\_

Student Year of Birth \_\_\_\_\_

### Child's Details

Student Surname	
Student First name(s)	
Date of Birth	
Gender (male/boy or female/girl)	
Childs previous Madrasah address and telephone number (if applicable)	

Please attach with this application form the following original documents: (documents will be copied and returned by management)

- a) Childs birth certificate
- b) Recent utility bill

### Parents' Details

Father's Name*	
Mobile Number*	
Email Address	
Mother's Name*	
Mobile Number*	
Email Address	
Full Address*	
Home Number*	

### Additional Information

<b>Does the student have a sibling already studying in the Madrasah?</b>	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<b>If 'yes' please provide names and class year</b>	<b>1.</b> <b>2.</b>

### Emergency Contact Details

Name 1*	
Contact Number*	
Relation to Student*	
Address*	

Name 2*	
Contact Number*	
Relation to Student*	
Address*	

### Medical information

Does your child have any health problems? (such as asthma, epilepsy, fits etc)*  If yes to the above question, will the child be bringing any medication in to the Madrasah?*	
---	--

### Privacy Policy & Declaration

**By signing below you agree to conform to all the terms and conditions of the application and that you also agree to abide by our Madrasah Policy which will be issued to you upon admission or on request. By also signing below you agree that we use your data for administration purposes only and we will not pass any information to third parties unless required by Law**

Signed: \_\_\_\_\_

Date: / /

## Important Madrasah Information

(Please read carefully)

1. The minimum age for enrolment is 5 for boys and girls.
2. New applicants will always be admitted in order of form submission.
3. New applicants who already have siblings studying in the Madrasah will be given priority.
4. New applicants residing in the vicinity or surrounding areas of the Madrasah will also be granted priority over those applicants who reside far away or close to other local Madrasahs.
5. This application form will be added on to the current waiting list. Parents will be contacted as soon as a place in Madrasah is vacant. (Please do not call in to ask for updates).
6. Registration fee (£100) will have to be submitted upon enrolment into Madrasah. Once accepted this fee will not be refunded.
7. Total yearly fee is **£300 per child**.
8. Fee can be paid in full (£300) or in **2 instalments** (£150 in September and £150 in March)
9. Madrasah hours are generally from 9:30 till 12:30.
10. Please accompany your child to and from mosque. Take into consideration residents and parking restrictions.
11. If you have any concerns about the education or the welfare of your child in Madrasah, do not hesitate to contact the Head Teacher, your query will be dealt with promptly and in complete confidentiality.

**All students are strongly advised to stick to the Madrasah uniform:**

### Boys

Hats (Topi), Kurtas/Jabbas and trousers must all be **PLAIN WHITE**.

Trousers must be **above** the ankles.

### Haircut

Boys hair must be cut to one size all round. Please abstain from hair styles contrary to the Sunnah such as short back and sides, Mohican etc

### Girls

Burqas/Khimaars reaching up to the elbows, Abayas must all be **PLAIN BLACK**.

(please abstain from Hijaab styles such as pleats etc)

### Hair

Hair must be tied low down, please abstain from camel humps etc ensure the girls do not tie their hair up too high.

### Makeup

Please ensure your child has no makeup on during Madrasah hours.

---

FOR OFFICE USE ONLY

<b>Applicants Full Name</b>		
<b>Admission Fee Received</b>	<b>Yes/No</b>	<b>£</b>
<b>Induction Date</b>		
<b>Start Date</b>		
<b>Class Allocation</b>		