



APPLICATION AND ENROLLMENT PROCESS INFORMATION

Age: A child's application can be filled out when he/she has reached the age of 4 years and 8 months. A child can only be enrolled when he/she is 4 years and 10 months. Admission will only be given to applicants up to the age of 17 years.

Where can I get an application form?

Application forms are downloadable from our website, www.maltonmasjid.ca. They are also available from the Masjid Office.

Where can I submit/drop off my completed application form?

Completed application forms can be submitted in the Masjid Office. If the Masjid Office is closed, you can drop your application in the mailbox outside the Masjid.

Requirements for Application to be Complete:

Please note that applications will not be processed until the following requirements are met:

- Completed application form
- Age requirements as noted above
- Photocopy of applicant(s) health card
- Registration fee of \$35 per child (to be paid in Cash)
- Void cheque (can be given at time of assessment)

Next Steps: Madresa Staff will review your application and if all application requirements have been met they will determine if there is any available space. If space is available you will be contacted to come in with your child(ren) for an assessment. If space is not available your application will be put on a waiting list. When space does become available we will contact parents/guardians in the order we have received applications based on our waiting list.

Assessment Details: When called in for the assessment, bring your bank details and a void cheque. You will also need to fill in a pre-authorized payment form which will be provided by office staff. After the assessment has completed you will immediately be told when the child should come in for his/her first day. You will also be told which class he/she will join. **The assessment process will take at least one (1) hour and will start between 6:00 – 8:00 PM (normally) on weekdays. An exact timing will be notified on the phone.**

Tuition Fees:

- Evening General Class: \$40 / Child
- Evening Hifz Class: \$75 / Child

Fees are collected only through pre-authorized payment or 12 month's lump sum payment at the beginning of the year.

Days of Operation & Timing: The Madresa operates from Monday – Friday. Full attendance is required; the Madresa will not accept absences for other extra-curricular activities.

The Madresa currently has 2 sessions running.

- Session 1: 4:00 – 6:00 PM
- Session 2: 6:00 – 8:00 PM