

## **Weekend Islamic School Tuition Payment Policy**

### **1. Registration Process**

- **Registration for the Weekend Islamic School is exclusively online. Parents must complete the registration form on the school's website and submit the necessary payment details to secure their child's enrollment.**
- **Registration is considered complete once the initial payment has been processed.**

### **2. Tuition Fee**

- **The tuition fee for the Weekend Islamic School is \$70 per month per student.**

### **3. Payment Method**

- **All payments must be made through automatic withdrawal. Upon registration, parents must provide payment information for monthly tuition to be automatically withdrawn from their credit cards**
- **No cash or check payments will be accepted. This ensures a smooth and efficient payment process.**

### **4. Withdrawal Policy**

- **If a withdrawal request is made, it must be submitted in writing via email to the school administration. When it is approved, the automatic withdrawal will be cancelled, and any future payments will be stopped. However, the initial payment is non-refundable.**

### **5. Late Payment**

- **If a payment fails to process due to insufficient funds or any other reason, the school will notify the parent and provide a 5-day grace period to resolve the issue.**
- **Failure to resolve the payment issue within the grace period may result in a suspension of the student's enrollment until the payment is made.**

### **6. Amendments to Payment Policy**

- **This payment policy may be reviewed and amended by the school administration as needed. Parents will be notified of any changes in advance.**

**This policy is designed to ensure a smooth and efficient payment process, allowing the school to focus on providing quality Islamic education. We appreciate the cooperation of parents in adhering to these guidelines.**