



**2015-2016 Academic Year Registration Form**  
PLEASE PRINT LEGIBLY – ALL FIELDS MUST BE COMPLETED

Father's last name:				Mother's last name:			
Father's first name:				Mother's first name:			
Street Address where child resides:							
City:							
Zip Code:							
Father's home phone:				Mother's home phone (if different):			
Father's work phone:				Mother's work phone (if applicable):			
Father's cell phone:				Mother's cell phone:			
Father's email address:				Mother's email address:			
Email address for school communication:							
<p>IMPORTANT: School communications will be sent via email. Please checkmark the box to acknowledge.</p> <p><input type="checkbox"/> I acknowledge that I will receive school communications via email.</p> <p>Initials: _____</p>							
Emergency contact:							
Name:							
Relationship:							
Phone number:							
How did you hear about our school?							
#	Child's first and last name	Date of birth (mm/dd/yy)	Circle one	Current grade in Islamic school	Grade registering for in Fall 2015	Current Islamic school attended	Current grade in Regular school
1		__/__/__	Male/ Female				
2		__/__/__	Male/ Female				
3		__/__/__	Male/ Female				
4		__/__/__	Male/ Female				
5		__/__/__	Male/ Female				

<p><b>Fees:</b>          \$350 for the first child, \$300 for second child onwards.          Fees are payable in two installments. 1<sup>st</sup> installment is due with registration. 2<sup>nd</sup> is due by Dec 15<sup>th</sup>.           For students in need of financial assistance, please contact SBIA for zakat assistance. All requests will be treated with strict confidence.</p>				
<p>Does your child require any special assistance at school? <input type="checkbox"/> Yes <input type="checkbox"/> No          If yes, please explain</p>				
<p>Does your child have any allergies? <input type="checkbox"/> Yes <input type="checkbox"/> No          If yes, please explain</p>				
<p>Can we list your address and contact information in the school directory? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>				
<p>Registration does not guarantee placement in a particular grade. Typically, students are placed according to their age and ability. In the first month of school, teachers may recommend a change of grade if a child's performance is better suited to a lower or a higher grade.</p>				
<p><b>Cancellation of registration and refund of fees:</b>          The last date to cancel school registration is August 23 for this academic year.          Cancellations received by that date will incur a \$50 processing fee per student.          Cancellations received after August 23<sup>rd</sup> are not refundable.          Children withdrawn from school during an academic year will not be eligible to rejoin the school until the following academic year.</p>				
<p>I, _____, am the authorized parent/guardian of the children listed on this form. I have read the Suffa Guidelines for Parents and Children, and agree to comply with school rules and regulations. I agree not to hold Suffa or SBIA responsible for any damages due to my children's participation in Suffa.</p> <p>Signature: _____ Date: _____</p>				
<p><b>PLEASE DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY</b></p>				
No. of children		Total due		
PAYMENT	Date	Check #	Amount	Receipt #
Installment 1				
Installment 2				
<p>Comments:</p>				
Date	Comment			