



# SURREY MUSLIM SCHOOL

Tel. 604-599-6608 Fax 604-599-6790 | administration@surreymuslimschool.ca



## ADMISSION PROCESS

### ***Welcome to the Surrey Muslim School!***

We are delighted that you are considering Surrey Muslim School for your child.

To apply for admission of your child, please fill an application form, provide a copy of the following documents and the admission fee.

### **Application Package**

- Application Form*
- Birth Certificate (if the child is born in Canada) or Immigration paper/Citizen Card/Study Permit/ Work Permit, Refugee Status (if the child is born outside Canada)*
- Copy of Legal Canadian Status of Parents*
- B.C. Care Card*
- Most Recent School Report Card*
- Vaccination Record (Immunization)*
- Proof of Address (Tenancy Agreement or BC Driver License only)*
- Admission Fee \$100.00 (non-refundable)*

***Please note that we will only accept a complete application package.***

**Assessment** - All students will be required to attend an assessment session. This is necessary so that we can match the student's learning needs to the support services available at our school.

Our admissions personnel will contact the parents regarding the application outcome. If the student is accepted, parents will be directed to discuss transport and financial arrangements with the appropriate personnel on a "first come, first served" basis.

When arrangements for fee payment and bus transport are completed, parents should confirm date of starting school with the school administration.

**Transportation** - If you require bus transportation, fill in separate forms and attach these to your application form.

**Uniform** – Boys are required to wear navy blue pants, white shirt and navy blue cardigan. Girls should wear navy blue tunic, navy blue pants, white shirt, navy blue cardigan and white hijab.

**Financial Assistance** – Parents/Guardians who need financial assistance should complete the Zakat Form and submit it to the office with the necessary documentations. The outcome of your application depends on Zakat Funds being available and on your financial situation.



# Surrey Muslim School

#119, 7475 135 Street  
Surrey, BC V3W 0M8

## SCHOOL FEES 2014-2015

Parents' Names: \_\_\_\_\_

Father's Name: Last, First

Mother's Name: Last, First

Address: \_\_\_\_\_

Daytime Phones: \_\_\_\_\_

Father's Daytime Phone

Mother's Daytime Phone

KG – Gr. 7 Tuition Calculation	Grade	Tuition per Student	Total - Tuition Fee
1 <sup>st</sup> student's name:		\$1620.00	\$1620.00
2 <sup>nd</sup> student's name:		\$1240.00	\$2860.00
3 <sup>rd</sup> student's name:		\$ 950.00	\$3810.00
4 <sup>th</sup> student's name:		\$ 730.00	\$4540.00
5 <sup>th</sup> student's name:		\$ 560.00	\$5100.00

Bus Service Calculation	Surrey Mosque	One Way	Two Ways	Total – Bus Fee
One student	Waived	\$480.00	\$740.00	\$
Two students		\$840.00	\$1160.00	
Three students or more		\$1110.00	\$1480.00	

Gr. 2 – Gr. 7 ESL Level 1	Grade	Tuition per Student	Total - ESL Fee
1 <sup>st</sup> student's name:		\$1000.00	\$1000.00
2 <sup>nd</sup> student's name:		\$1000.00	\$2000.00
3 <sup>rd</sup> student's name:		\$1000.00	\$3000.00
Total			\$

Offshore Student <i>Offshore Student: Student which parents are in Canada on a Visitor Visa.</i>	Grade	Tuition per Student	Total - Offshore Student
1 <sup>st</sup> student's name:		\$3,800.00	\$3,800.00
2 <sup>nd</sup> student's name:		\$3,800.00	\$7600.00
3 <sup>rd</sup> student's name:		\$3,800.00	\$11,400.00
Total			\$

**TOTAL FEE PAYMENT: \$** \_\_\_\_\_

*Please read and sign the Terms and Conditions of the Financial Policy – next page >>>>>>*



# Surrey Muslim School

#119, 7475 135 Street  
Surrey, BC V3W 0M8

## FINANCIAL POLICY 2014-2015

### Terms and Conditions

- Full payment of all fees is required for the acceptance of students. Monthly payment (10 postdated cheques) is allowed as a convenience to parents. The cheques must be dated (September 1, 2014 to June 1, 2015).
- Payments are processed between the 1<sup>st</sup> and the 5<sup>th</sup> working day of each month.
- Late re-registration fee of \$50.00 per child will be charge after March 15, 2014.
- Registration/Assessment fee of \$100.00 for all new students (non-refundable).
- Withdrawal fee of \$200.00 per child after September 1, 2014.
- The Volunteer Fee of \$150.00 is reimbursed when 15 hours of volunteer work is completed during the same academic year.
- A \$25.00 will be charged for NSF cheque.
- Surrey Muslim School reserves the right to make changes on the school fees for offshore students without prior notice.
- Surrey Muslim School reserves the right to dismiss any student for whom we determine we can't meet his/her individual needs.
- Surrey Muslim School reserves the right to refuse service if the terms and conditions of this Agreement are disputed or violated.
- All unsettled accounts will be referred to collection agency.

We, the undersigned, have read and understood the above conditions and agree to abide by them.

Father's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# SURREY MUSLIM SCHOOL

## Application for Admission

(To be completed by Parents/Guardians of the Applicant)

Student's Name \_\_\_\_\_

Last

First

Middle

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Year/Month/Day

Province

Country

Citizenship \_\_\_\_\_ Sex: M \_\_\_ F \_\_\_

First Language Spoken at Home: \_\_\_\_\_ Second: \_\_\_\_\_

My child lives with: \_\_\_ Both Parents \_\_\_ Mother \_\_\_ Father

Last School Attended: \_\_\_\_\_ Phone #: \_\_\_\_\_

### Medical Information

B.C. Health Card Number \_\_\_\_\_ Allergies: \_\_\_\_\_ Medication: \_\_\_\_\_

Medical Information of the School should know about: \_\_\_\_\_

Family Doctor's Name & Phone #: \_\_\_\_\_

### Emergency Contact (Someone other than parents)

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone # \_\_\_\_\_ Work # \_\_\_\_\_ Cell # \_\_\_\_\_

### Father or Legal Guardian

### Mother or Legal Guardian

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Province: \_\_\_\_\_

Country: \_\_\_\_\_

Country: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_

Work #: \_\_\_\_\_

Work #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Citizenship Status: \_\_\_\_\_

Citizenship Status: \_\_\_\_\_

### Family Information

Other Siblings attending Surrey Muslim School

Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Name: \_\_\_\_\_

Grade: \_\_\_\_\_

Please check any that may apply and provide a Court Order if the student is not residing with both parent.

\_\_\_ Parents are separated/divorced

\_\_\_ Father has custody

\_\_\_ Father is deceased

\_\_\_ Parents have joint custody

\_\_\_ Mother has custody

\_\_\_ Mother is deceased

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Legal Residency of Parents - Appendix A

*(If parents are deceased, use Appendix B)*

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Name of Student: \_\_\_\_\_

To be completed and signed by a parent or legal (court-appointed) guardian. ***(If legal guardian, please attach a copy of the court order appointing you as legal guardian).***

I am (please check one):

- A Canadian citizen (if not born in Canada, please attach photocopy of citizenship paper/card)
- A landed immigrant (attach photocopy of landed immigrant status paper)
- Lawfully admitted to Canada, under one of the following documents (please mark the appropriate box below and attach photocopy of document)
- Admission as a refugee claimant
- A person claiming refugee status who has a letter of no objection
- Student authorization (student visa) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- Employment authorization (working permit) for two or more years (or issued for one year but anticipated to be renewed for one or more additional years)
- A person carrying out official duties as a diplomatic or consular official (with a foreign representative acceptance counter foil in his/her passport)
- Other - Document description: \_\_\_\_\_

\_\_\_\_\_  
(Must be cleared with Immigration Canada)

2. I am a resident of British Columbia (please check one)

- Yes

Residency Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- No, I am not a resident of British Columbia

3. Parent's/Legal Guardian's Name: \_\_\_\_\_

Parent's/Legal Guardian's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# SURREY MUSLIM SCHOOL

## Legal Residency of Parents (Deceased) - Appendix B

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**Name of Student:** \_\_\_\_\_

To be completed and signed by the student or a knowledgeable adult (one who knows the student's parent(s) and has knowledge of the facts respecting their decease and the matters set out in this document.

**1. The student's deceased parent was at time of death:**

- A Canadian citizen
- A landed immigrant

**2. The student's deceased parent was at time of death a resident of British Columbia**

- Yes

Residency Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- No, I was not a resident of British Columbia

**Signed by:**

Student: \_\_\_\_\_

Knowledgeable Adult's Name: \_\_\_\_\_

Knowledgeable Adult's Signature: \_\_\_\_\_

*(Knowledgeable Adult is one who knows the student's parent(s) and has knowledge of the facts regarding their decease and the matters set out in this document).*

Date: \_\_\_\_\_



# SURREY MUSLIM SCHOOL

## Emergency Information Form

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Student's name: \_\_\_\_\_ Grade: \_\_\_\_\_

Person authorized to pick up the child in the event of an Earthquake Emergency.

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Tel.# (Hm) \_\_\_\_\_ Work: \_\_\_\_\_ Cell \_\_\_\_\_

Does the student have any Medical Problems, Health Concerns, and/or Diet Restrictions, and/or Allergies of which the teacher/School Nurse should be aware?

\_\_\_\_\_ **YES**                      \_\_\_\_\_ **NO**

### **ADDITIONAL MEDICAL INFORMATION** - My child has the following Medical Conditions

- Diabetes
- Epilepsy
- Has your child had any seizures in the past year?                      \_\_\_YES \_\_\_NO
- Did your child have chicken pox disease after his/her first birthday? \_\_\_ Yes \_\_\_ No
- Allergy causing a life-threatening response which needs immediate emergency medical care such as adrenalin given by school staff. Allergic to: \_\_\_\_\_  
PLEASE NOTE: Bee/Wasp stings only if emergency medical care is required.
- Respiratory conditions which may require emergency medical care at school (e.g. Asthma) If YES, has your child needed emergency medical care in the past year?  
\_\_\_YES                      \_\_\_NO
- Does your child carry medication with him or her? If so, what? \_\_\_\_\_
- Does your child need to have medications given during school hours by school staff?  
\_\_\_YES                      \_\_\_NO \_\_\_\_\_
- Are there any restrictions that the school staff should be aware of? (E.g. foods, activities to be avoided)? \_\_\_\_\_
- Other medical conditions such as a serious heart condition, blood disorder, immune system disorder or any other serious chronic conditions which will need school staff attention:  
\_\_\_\_\_

The information supplied on this form will be strictly confidential and shall be made available only to appropriate person.

**IN CASE OF EMERGENCY:** I hereby give permission to qualified health personnel (the family physician, the school nurse, other outside emergency medical personnel or staff who possess a current first aid certificate) to provide treatment for my child. It is understood that teachers, the administration and the School Board personnel are not responsible for medical care costs.

**PLEASE NOTE: The responsibility lies with the parent/legal guardian to advise the school of any changes in the medical or physical condition of the student.**

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date



## School Website / Media Consent

### Surrey Muslim School Website, Blogs and Social Media

In accordance with the *Freedom of Information and Protection of Privacy Act*, the Surrey Muslim School requires consent to use a students' full name or photograph/video on our school website, blogs and social media accessible to the general public. Therefore, your permission is requested to post your child's full name, photograph or video of your child in connection with positive, day-to-day school activities or personal accomplishments.

- Yes**, I give my consent to the publication of his/her name and/or photo or video on the school website, blogs and social media as described above.
- No**, I do not give my consent for the publication of his/her name, photo or video on school website.

### PAC Address/Phone Release

In accordance with the Provincial Freedom of Information and Protection of Privacy Act, the Surrey Muslim School requires consent to use personal information for purposes unrelated to educational programs. On occasion our school would like to have contact with parents to consult with them directly about school issues or meetings, or to plan school related activities. The school will normally make your name, home address and home phone number to Parent Advisory Councils (PAC) for organizing these types of activities. Your personal information will not be disclosed directly to anyone for business or commercial purposes.

- Yes**, I give my consent for release of my home address and phone number of purposes explained above.
- No**, I do not permit the release of my home address and phone number.

### News Media Consent form

Over the course of a school years, it may happens that the Surrey Muslim School receives request from the news media to interview, photograph or videotape individual or groups of students in connection with stories the media are working on. Also, the news media are sometimes invited to school functions to publicize events.

As a public body, we attempt to cooperate with the media whenever possible. However, your right to personal privacy is our priority. Therefore, we ask that this consent form be signed and returned to the school so we can respect your wish for family privacy.

- Yes** I give my consent to the publication/broadcast of his/her picture and/or name by the news media as described above.
- No**, I do not give my consent for the publication or broadcast of his/her picture and/or name by the news media, when and where the school or school district has control over such activity.

***Note that the School staff cannot control news media access or photos/videos at public locations (e.g. school events, field trips, etc).***

Student's Name (print): \_\_\_\_\_ Grade: \_\_\_\_\_  
Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_





# SURREY MUSLIM SCHOOL

## School Bus Service Application Form 2014-2015

Date: \_\_\_\_\_

Bus Service is available to children living along our bus routes for the cost of:

<b>Bus Service Calculation</b>	<b>Surrey Mosque</b>	<b>One Way</b>	<b>Two Ways</b>
One student	Waived	\$480.00	\$740.00
Two students		\$840.00	\$1160.00
Three students or more		\$1110.00	\$1480.00

The bus co-ordinator will be contacting you by **September 1** to inform you about your child's pick up/drop off points and times.

Please fill in the request form below and return it to the office.

Name of Student: 1) \_\_\_\_\_ Grade: \_\_\_\_\_  
2) \_\_\_\_\_ Grade: \_\_\_\_\_  
3) \_\_\_\_\_ Grade: \_\_\_\_\_  
4) \_\_\_\_\_ Grade: \_\_\_\_\_  
5) \_\_\_\_\_ Grade: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Emergency #: \_\_\_\_\_