



Student Admission Form

Please carefully read and fill in all relevant sections of the application form. As part of the application process, applicants will also be required to take an entrance assessment test on which applications will be considered..

Part 1 – Student Details

Forename

Surname

Date of Birth

Nationality

Ethnicity

Applying for Year

PLEASE FIX
PHOTO
HERE

Permanent Home Address

.....
..... Post Code

Telephone

Mobile

Siblings studying at Darul Uloom:

Part 2 – Parent(s) Details

Father Name		Occupation	
Contact Details	Home:	Mobile:	
	Work:	Email:	
Home Address (if different from above):		

Mother Name		Occupation	
Contact Details	Home:	Mobile:	
	Work:	Email:	
Home Address (if different from above):		

Part 3 – Emergency Contact

In case of emergency we need to contact someone in your absence. This should be someone who we can contact easily during the school hours.

Name

Relationship

Telephone

Mobile

Part 4 – Academic Education Details

Current /Previous School Name:

School Address:

Post Code:

Telephone:

Email

Year Attended:

Reason for leaving student current /previous School:

Details of Subject studied and Grades/Level Achieved:

Group	English Reading	English Grammar	Maths	Science
SATs				N/A
KS 2				
KS 3				

Part 5 – Islamic Education Details (Including Evening Classes)

Masjid/ Madrasah /Darul Uloom last attended:

Address:

Post Code:

Telephone:

Email

Completed the recitation of whole Quran: YES | NO

If No, How many juz ?

Memorised any part of Quran: YES | NO

If Yes, How many juz ?

Details of Islamic books studied and grade achieved:

Part 6 – Medical Details

GP/ Surgery:

Doctor's Name

Telephone

Address

Post Code

Does your child suffer from any medical condition ?

Yes

No

If Yes, please give details

PLEASE NOTE; Where a medical plan is required, the school will require relevant documentation of official stature.

Part 7 – Required Documents

1. Copy of birth certificate or passport

2. Copy of most recent proof of address(e.g.: Utility bill)

3. KS2 SATs results (English & Maths)

4. Copy of school report (Academic, Attendance and Behaviour)

5. One passport size photos of applicant

6. Any relevant documents (if applicable for applicant)

Please provide all the required documents. Application will only be processed once we have received all documents. Applicant's school and relevant authority will be contacted for further reference.

Part 8 – Other Details

- Is your child registered SEN (Special need in Education) ? YES | NO
- Has the applicant had any involvement with the police? YES | NO
- Has there been any safeguarding concerns regarding you or your child? YES | NO
- Has the applicant had any involvement with the social/ probation services ? YES | NO
- Has the applicant previously been temporarily or permanently excluded from any previous school ? YES | NO

Part 9 – Fee Payment & Declaration

The annual fee for Darul Uloom Islamic High School is **£2700.00 for Year 7, 8 & 9 and £2900.00 for Year 10 & 11** (excluding admission fee, book, stationary, exam fees, trips & event etc). All student fees must be paid promptly, any delay in payment may lead to temporary or permanent exclusion from the School. **In addition there is a refundable deposit payable of £500.** This will be refunded normally at the end of the student's education at Darul Uloom as long as all fees have been cleared.

Please select from one of the payment options below (a standing order is recommended)

1. **One Single Payment** (1 payment of £2700.00 / £2900.00 (Year 7-9/ Year 10-11) at the beginning of each year of study)
2. **Two Payments** (1st payment of £1350.00 /£1450.00 due on the start date with the 2nd payment of £1350.00/£1450.00 due 5 months after)
3. **Three Payments** (1st payment of £900/£1000 due on the start date with the 2nd payment of £900/£1000 due on end of first term and 3rd payment of £900/ £900 due on end of second term)

Term and Conditions

Rules of The School:

1. Disclosure of all previous character and conduct is necessary. The application will be rejected if any information is given falsely.
2. The School maintains strict adherence to basic Islamic principles of good conduct, behaviour and respect. Above all, students are required to respect all teachers, staff and fellow students. Any student found guilty of insulting teachers, staff or fellow students will be judged as inexcusable and maybe excluded temporarily or permanently.
3. Students are expected to observe and act upon the lesson timetables. Whilst at Darul Uloom all lessons & examinations must be attended.
4. School uniform as prescribed in pre admission documents must be worn at all times during School hours.
5. Students must participate in all curricular and extra-curricular activities assigned by the teachers. Class rooms and School premises must be kept clean by the students.
6. Should a student cause any damage to the School's or others property, parents or guardians will be held responsible for full costs of repair or replacement.
7. The student is to maintain his hair according to Islamic customs and ensure hair is in equal length.
8. The use of mobile phones is not allowed on the School premises. Any student found using a mobile phone on the premises is liable to have his phone confiscated.
9. Missing prayers, theft, smoking, using drugs or inappropriate relations are strictly prohibited, students involved in any such activity are liable for permanent exclusion .
10. No student is allowed to leave School premises during School hours 8:30am-4:30pm (Year 7,8 & 9) and 5:30pm (Year 10&11)
11. Parents or guardians wishing to obtain leave for student may contact the Darul Uloom office. Permission may be sought in case of emergency or dire necessity.
12. Any student leaving the premises, even for a short period of time, must notify the supervisor or teacher concerned and acquired formal authorisation.
13. Any student leaving the School premises without authorisation will be cautioned and will be liable for expulsion.
14. Unauthorised absence and repeated lateness may lead to permanent exclusion from the School. Three days unauthorized late will lead to disciplinary action and 10 days unauthorized absence will lead to permanent exclusion and will need to re-apply for admission.
15. If a student wishes to leave the school, **one term notice is required, and all fees for this period must be cleared prior to leaving. If this notice is not provided the deposit will not be refunded.**
16. The school will recover any unpaid fees using an authorised debt collector if fees are not paid. And additional charges for the services will be added to the debt.
17. If a student permanently excluded due to his misconduct, parent of guardian will be responsible to pay a full term fees and **the deposit will not be refunded.**
18. All students are required to examine and observe the rules of the School.
19. If a student gets detention outside the School hours, parents will be given prior notice. Parents are required to arrange for the student to attend all detentions which are outside School hours..
20. Darul Uloom reserves the full right to alter, add to or amend the rules and regulations as and when necessary.

GCSE Policy: Darul Uloom reserve the right to withdraw any student from GCSE examination if the student found to be incapable of obtaining a pass, based on internal assessment by DU. Opportunities to arrange alternative qualification will be provided

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All school policies and documentation are available on request from the reception of Darul Uloom.

I, the parent / guardian, have read and understood the admission terms and conditions. The information I have provided is accurate to the best of my knowledge and I ensure payment of fees as indicated above.

Parent Name

Signature

Date/...../.....

I, the student have read and understood the admission terms and conditions. If my application is accepted, I will abide by all rules of the School. I agree to take responsibility if I break any of the rules of the School.

Student Name

Signature

Date/...../.....

For Office Use Only

Admission Test Results

English %

Maths %

Hifz Assessment

Pronunciation %

Recitation %

Tajweed %

Memorisation %

Comment:

Behaviour Assessment

Pre-admission interview

Date : / /

Time:

With:

SPECIAL CONDITIONS OF ACCEPTANCE

Comment:

APPLICATION CONFIRMATION

Accepted

Waiting List

Conditional offer

Declined

Accepted By

Signature

DAY / MONTH / YEAR

Date of admission

DAY / MONTH / YEAR

School start date

DAY / MONTH / YEAR