

In the Name of Allah, Most Gracious, Most Merciful



REGINA HUDA SCHOOL

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Dear Parents/Guardians:

Assalamu-Alykum.

Welcome to Regina Huda School. The school has grown considerably. To guarantee placement for your child next year, it is important for you to read the following information carefully and submit registration as soon as possible.

1. Registration begins April 3, 2017. All registration forms for returning students should be complete and submitted by Wednesday, April 26, 2017.
2. Registration forms are to be completed every year. **Proof of age is required for ALL students (birth certificate or passport). Bring this to the office or provide a photocopy.**
3. Post-dated cheques should be sent with the Registration Forms. *Cheques will be returned if families move.*
4. Amounts to be paid:
 - I. \$25 non-refundable registration fee for each student
 - II. \$100 non-refundable classroom fee for each student for Arabic, Islamic and Classroom Resources
 - III. Monthly Tuition Fees: 1st child: \$250, 2nd child: \$200, 3rd child and each child thereafter: \$150/child
 - IV. Uniform costs are paid separately
5. Transportation is not included. Bussing is to be done solely by a service provider contracted by Regina Huda School.
6. **Please notice that the registration form has changed this year. Detach the first page and keep it for your reference. Sign the parent agreement and complete the registration form to return to school.**
7. There is a cap on the number of students in classrooms, depending on enrolment.
 - I. The maximum number of students in each grade will be decided annually
 - II. First come, first serve
 - III. Priority will be given to fully paid/completed applications.
 - IV. Acceptance is not automatic. Behaviour of students must be satisfactory.
 - V. Registration will occur after all overdue fees from the previous year are paid.
8. Students' attitudes and behaviours must be satisfactory and in keeping with RHS values. The school reserves the right to refuse or dismiss students who do not meet the basic expectations of the school.
9. Admission will be granted upon completion of all above mentioned requirements.

This policy will be posted on the school website. Copies will be made available at the school.