



Iman Academy
Jetstream Campus
 825 Jetstream Ct
 Webster, TX 77598
 Ph: 281-204-8710

Iman Academy
Southwest Campus
 6240 HWY 6 South
 Houston, TX 77083
 Ph: 281-498-1345

To: Parents of Iman Academy Schools and Childcare Centers
From: SW School Executive Committee
Subject: Registration for 2019/2020 Academic Year-Southwest School
Date: March 8, 2019

Assalaamu Alaikum Wa Rahmatullahi Wa Barakatu.

Registration for the 2019/2020 academic year will begin on March 8th, 2019.

The table below shows the current schedule for registration and the fees required to hold a seat for your child. Registration fees **are due at time of registration and nonrefundable; all other fees are to be paid no later than 4/26/2019**. Tuition for 2019/2020 academic year will be due on or before April 26, 2019. Please follow this schedule and contact the school to complete the process by the deadline. All past due tuition must be paid before registering. Your child will not be registered for the new school year if tuition balance is not paid in full.

Space is limited! Register Now Online
www.imanacademy.org

Registration	Early Registration Fees	Regular Registration Fees	Books, Technology & Assessment Fees
	March 8 – March 29	April 1 - Onward	March 8 – April 26
Iman Academy School			
Middle/High	\$75	\$150	\$375
Elementary	\$75	\$150	\$325

Iman Academy Childcare			
KG	\$75	\$150	\$175
Pre-K	\$75	\$150	\$175
Pre-School	\$75	\$150	\$125
Toddlers	\$75	\$150	\$25
Infants	\$75	\$150	\$25

Support Financial Aid Students: Donate \$250 \$500 \$1000

- Registration Fees are due at the time of registration and are Non-Refundable.
- Books, Technology and Assessment Fees can be paid in Lump Sum, by bank withdrawal, postdated checks or credit card. Credit Card Charges will incur a 3% processing fee.
- Books, Technology and Assessment Fees etc. must be paid no later than 4/26/2019.
- No registration discount will apply for multiple children.
- All fees: Registration, Books, Technology & Facility, Printing, Material Publication and Assessment Fees are per child and non-refundable.
- Early Registration is open to all parents on a first come first serve basis beginning on March 8th.

We thank you for your continued support of Iman Academy schools and Childcare Centers.

Jazakum Allahu Khairan



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To: Parents of Iman Academy schools and Childcare Centers
From: SW School Executive Committee
Subject: Tuition Policy for 2019/2020 Academic Year – Southwest School
Date: March 8, 2019

Assalaamu Alaikum Wa Rahmatullahi Wa Barakatu.

The tuition policy for the 2019/20 Academic year has changed. The policy described here will ensure that tuition and fees are collected in a consistent and timely manner throughout Iman Academy schools and Childcare Centers.

TUITION POLICY

1. Iman Academy requires **Annual Tuition** for Kindergarten and above. The Childcare Centers charge monthly fees for children below Kindergarten. Tuition may be paid in 10 monthly installments.
2. Tuition payments are due on the first of each month. A payment method must be selected on the Tuition/Registration Authorization Form.
3. If a payment method is rejected or returned and tuition is not paid by the 15th of each month, students will not be allowed in the classroom.
4. Full tuition for the month of enrollment is due at the time of enrollment. Monthly tuition cannot be prorated.
5. Report cards and test results will NOT be issued if the tuition balance is not paid in full.
6. Registration and Book fees are required at the time of Registration.
7. Only one discount applies to families and staff; discounts may not be combined.
8. The table below shows the fee schedule for regular childcare and school hours (8:00 am – 4:00 pm).
9. After school program fees are \$125/month for the periods of 7 am - 8 am & 4 pm - 6 pm.
10. Student withdrawal before end of the academic year requires an additional month of tuition beyond last day attended.

Support Financial Aid Students: Donate \$250 \$500 \$1000

	Monthly Installment	Annual
Middle & High School (6th Grade and up)		
1 st Child	\$ 625	\$ 6250
2 nd Child and Beyond	\$ 600	\$ 6000
Elementary (1st Grade – 5th Grade)		
1 st Child	\$ 600	\$ 6000
2 nd Child and Beyond	\$ 575	\$ 5750
FAITH Childcare (Pre-School to KG)		
Pre-School, Pre-K & KG 1 st Child	\$ 600	\$ 6000
Pre-School, Pre-K & KG 2 nd Child and Beyond	\$ 575	\$ 5750
FAITH Childcare (Infants & Toddlers)		
Infants	\$ 650	\$ 6500
Toddlers	\$ 625	\$ 6250

Tuition Payment

Tuition can be paid in one Lump Sum payment, by 10 Postdated Checks, Bank Withdrawal (Voided Check Required), or Credit Card Charges with 3% processing fees. Registration will not be complete unless a payment method on the Tuition/ Registration Authorization Form is selected.

TUITION REFUND POLICY

Parents must submit a written request to Administration 30 days before withdrawing the student(s) from school for tuition reimbursement. A refund will only be given for tuition paid in advance for any remaining months the student will not attend after the school board approval.



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TUITION & FEES AUTHORIZATION FORM

Parent / Guardian			
			<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian
First Name _____	Last Name _____		
Home Address _____	City _____	State _____	Zip Code _____
Home Phone: _____	Cell Phone: _____	Email: _____	

Students List				
No.	Student's First & Last Name	Grade Level	Book Fees	Total Tuition/Year
1.				
2.				
3.				
4.				
5.				
Total Book Fees & Tuition			\$ _____	\$ _____

Payment Schedule		
<input type="checkbox"/> Annual Lump Sum	<input type="checkbox"/> Semi-Annual Lump Sum	<input type="checkbox"/> Monthly

Payment Method		
<input type="checkbox"/> Postdated Checks <small>(Attached)</small>	<input type="checkbox"/> Automated Bank Withdrawal <small>(Attached Voided Check)</small>	<input type="checkbox"/> Credit Card <small>(3 % Processing Fee)</small>

Bank Withdrawal Information	Credit Card Information
Bank Name: _____ Account #: _____ Bank Routing #: _____	<input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Discover <input type="checkbox"/> Amex Card #: _____ Exp. Date: ____ / ____ Security Code: _____

Frequency: Once 10 Months; \$_____/Month Other/No. of months_____; \$_____/Month
(Less than 10 months)

I, _____, authorize Iman Academy School to withdraw from my bank account/charge my credit card for my child(ren)'s Tuition (due on the 25th of the preceding month) for the school year. This authorization may be used for other fees such as the Book Fee.
 This authorization will automatically renew and continue to be valid for future school years as long as my child (ren) continues to be registered at Iman Academy.
 This authorization may be terminated by written request **once all financial obligations have been met.**

Signature: _____ **Date:** _____

Immediately inform Iman Academy School of any changes to the above information.