



# THE ISLAMIC SCHOOL OF PORTLAND

## Application for Admission

PARENT INFORMATION – PLEASE FILL IN ALL FIELDS				
Father <b>Last</b> Name		First	M.I.	☎ (   ) -
Mother <b>Last</b> Name		First	M.I.	☎ (   ) -
Street Address			Apt./Unit #	
City		State	ZIP	
Father E-mail		Mother E-mail		
STUDENTS INFORMATION - PLEASE FILL IN ALL FIELDS				
Student Full Name	DOB	Male / Female	Grade	Tuition
1	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$420
2	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$400
3	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$380
4	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$380
5	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$380
6	/ /	<input type="checkbox"/> M <input type="checkbox"/> F		\$380
<b>Number of Students</b>		<b>Total Tuition</b>		
<b>Annual Registration Fee per student: \$50.00</b>		<b>Total Registration: \$</b>		
Does any student have allergies? Please specify		Doctor's Name		☎ (   ) -
New applicants need to supply proof of immunizations		Last School attended		☎ (   ) -
Has any student been receiving special services?				
AGREEMENT AND SIGNATURE NO ADMISSION UNTIL SIGNATURE IS PROVIDED				
I/we certify that all information provided on this application is true and complete to the best of my/our knowledge. I/we have read the financial agreement attached to this application and my/our signature(s) below certifies I/we understand the agreement and will abide by the financial obligation.				
Signature	PRINT Name		Date	
Signature	PRINT Name		Date	



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### APPLICATION AND ADMISSION INFORMATION – **MUST READ**

- Please use only one admission form for all students from the same immediate family. Any intentional misleading information will result in denial of application. Immediate family includes brothers and sisters only.
- Write legibly and carefully. Fill out **ALL** fields of this application. Write (NA) if not applicable.
- Provide most recent information and attach all required documents.
- Once you have signed and submitted this form, you will be notified if your child/children has/have been accepted ISP.
- Submitting this application does not guarantee admission at the school.
- Extra requirements:
  1. Provide copies of updated health records (immunizations, new medical conditions, etc.)
  2. **[for new applicants only]** provide copies of student's birth certificate and academic record for the previous years.
  3. All students should meet the age requirement as listed below:

Grade	Age/Enrollment Requirement
Pre-K	Student must be 4 years old on or before September 1 <sup>st</sup> of the current school year
KG	Student must be 5 years old on or before September 1 <sup>st</sup> of the current school year
1 <sup>st</sup>	Student must be 6 years old on or before September 1 <sup>st</sup> of the current school year
2 <sup>nd</sup> – 8 <sup>th</sup>	Students must have successfully completed the preceding grade.

When your child(ren) is(are) admitted at the Islamic School of Portland, you are committed to abide by all conditions in this form as well as all school policies as outlined in the parents' handbook.

### TUITIONS AND FINANCIAL AGREEMENTS – **MUST READ**

- ISP tuitions fees are based on annual enrollment. Payments **MUST** be received monthly.
- Monthly payments start in September and end in June. Payments are due in full by the 5<sup>th</sup> of each month.
- Except for the month of June which tuition will be prorated to half the amount, all other months, payments will be due in full regardless of the number of school days.
- Tuition fees should be paid regardless of absence periods due to sickness, travel, etc. Adjustment can be made only in cases of late enrollment due to transfer.
- In case of a justified withdrawal from the school (for example, moving out to another state), parents/legal guardians are responsible for full tuition fees.
- Any **outstanding balance** from last year must **be paid in full** before the start of new school year. **Failure to pay outstanding balance in full will result in denial of admission.**
- Returned check(s) due to "insufficient funds", "stopped payment", or "closed account" for any reason will incur a school handling fee of \$30 per check.
- One-time annual fee will be due for textbooks and material fee. The amount varies per grade level.
- Parents/legal guardians are responsible to provide student school supplies.
- **Financial aid:** Islamic School of Portland does not offer financial aid.