



NEW MEDINA LEARNING INSTITUTE

Dear Prospective New Medina Family,

Thank you for your interest in New Medina Learning Institute. We welcome you to our community of learners, leaders, and friends. Our school families are drawn from throughout Philadelphia and the surrounding counties. New Medina is a school where each child is known and loved. In this focused and purposeful educational environment, we challenge and nurture each student to reach his or her academic and personal potential. Our teachers are educational professionals who are highly effective at understanding and meeting student needs. Our kindergarten provides children the academic foundations and readiness that prepares them for their whole educational future. In our elementary grades, students are encouraged to develop the academic and social-emotional skills that are essential during these formative years. Our middle school solidly prepares students for the academic rigors of high school and they graduate with a strong and growing sense of self in the world with the opportunity to attend their schools of choice. At whatever grade a child enters New Medina, we are able to meet them where they are and encourage them towards academic success and personal growth. At New Medina education is a dynamic, invaluable experience. We offer an excellent core academic curriculum in both language arts and mathematics, and a project-based inquiry STEM curriculum (science, technology, engineering, and math). We also employ a cross-curricular focus on global studies that weaves together literature, social studies, religion, mapping and technology. We are excited to introduce our school to you and we hope that you will find us to be a good match for your family. I am happy to answer any questions you may have and to arrange for you to take a tour of our school!

Sincerely,

New Medina Administration



NEW MEDINA LEARNING INSTITUTE

Admissions Procedures

1. To apply for admission, complete all the documents in the application packet and return it to the school office with the non-refundable application fee of \$50.00. When the application and fee are received, you will be notified by mail or telephone about your in-class observation and/or shadow day.
2. Please have a copy of your child's birth certificate, last report card and immunization records attached to your application packet.
3. Once all documents are received and your in-class observation and family interviews are completed, the Admissions Committee will evaluate your child for placement.
4. Parents will be notified via email of the Admissions Committee's decision.
5. For late spring and summer applicants, testing and an interview will be arranged individually if class space is available.
6. New Medina has a rolling admissions policy, whereby applicants may be admitted during the year if an opening occurs.
7. It is the policy of the school not to deny admission on the basis of race, creed, national origin, sex or economic or social status. The school will seek students of diverse backgrounds in the belief that they bring something to be valued and respected, and because New Medina wants to be broadly inclusive in the community we serve.
8. If a student's application is pending for a class that is full, the application will be placed in a waiting pool. The pool of applicants is considered for openings with due regard for the current population of the class. If a space becomes available, the Admissions Committee reviews all waiting pool applications.
9. A child is enrolled for the entire school year. If a child is withdrawn from the school anytime during the academic year, any unpaid portion of the year's tuition will be the responsibility of the parents.



NEW MEDINA LEARNING INSTITUTE

STUDENT INFORMATION Please write LEGIBLY			
Last Name:	First:	Middle Initial:	Shirt Size: Child <input type="checkbox"/> S <input type="checkbox"/> M · L Adult <input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL
Language spoken at home:	Race/Ethnicity: Hispanic or Latino Origin? <input type="checkbox"/> Y <input type="checkbox"/> N	Birth Date: / /	Sex: <input type="checkbox"/> M · F
<input type="checkbox"/> English · Spanish <input type="checkbox"/> Other _____	<input type="checkbox"/> African American/Black · Caucasian/White <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Pacific Islander <input type="checkbox"/> Multiracial <input type="checkbox"/> Other _____	School Name:	Grade:
Street Address:		Home Phone:	
City:	State:	Zip Code:	Cell Phone:
PARENT INFORMATION (<i>Primary Parent Contact</i>)			
Last Name:	First:	Middle Initial:	
Relationship to student:	Cell Phone:	Home Phone:	
Email:	Work Phone:		
How did you hear about our school? <input type="checkbox"/> Friend <input type="checkbox"/> Flyer <input type="checkbox"/> Email <input type="checkbox"/> Website <input type="checkbox"/> Brochure <input type="checkbox"/> Other _____			
Are you a member of Masjidullah? <input type="checkbox"/> Y <input type="checkbox"/> N Do you have a child enrolled at MECCA? <input type="checkbox"/> Y <input type="checkbox"/> N Member of which Masjid? (optional) <input type="checkbox"/> None <input type="checkbox"/> _____			
Preferred contact method (for school related updates and notifications ONLY): <input type="checkbox"/> Email <input type="checkbox"/> Text <input type="checkbox"/> Call: <input type="checkbox"/> at home <input type="checkbox"/> on cell			
YOUTH MEDICAL INFORMATION (If the condition does not apply, simply print "N/A")			
Medication:	Allergies:	Behavior Disorder:	
Developmental/Learning Delay:	Developmental Disorder:	Tuberculosis:	Seizure Disorder:
Diabetes (attach MAF): <input type="checkbox"/> Type 1 <input type="checkbox"/> Type 2		Other (please specify):	
Is the student covered by insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No Name of Insurance Company:			
Policy Number:	Group Number:	Phone #:	
Primary Care Physician:	Phone #:		
IN CASE OF EMERGENCY			
Secondary Parent Contact:		Relationship:	Phone: <input type="checkbox"/> Pick-up
Emergency Contacts			
Name:	Relationship:	Phone:	<input type="checkbox"/> Pick-up
Name:	Relationship:	Phone:	<input type="checkbox"/> Pick-up
Name:	Relationship:	Phone:	<input type="checkbox"/> Pick-up



NEW MEDINA LEARNING INSTITUTE

Emergency Clause and Waiver of Liability: I affirm that the above information is complete and true to the best of my knowledge. I understand that New Medina, its administration, officials, and staff are not responsible for any injuries or loss of property that may occur. In the case of an emergency where I cannot be contacted, I authorize New Medina and the school administration to seek medical attention, transport by public emergency vehicle and/or administer any needed emergency procedures for the registrant. I also authorize my insurance information to be used and I authorize the staff and directors or the insurance company to release any information required to process the claim. In such a case, I understand that I am financially responsible for any care associated with the emergency.		
<i>Signature of responsible party</i>	Relationship	Date
Dismissal: I hereby grant permission for my child to walk home by themselves.		
<i>Signature of responsible party</i>	Relationship	Date
Media Release: I hereby grant permission to New Medina to record my child's likeness and/or voice for use by television, films, radio or printed media to further the aims of New Medina in related campaigns, magazine articles, booklets, brochures, posters and any other way the organization may see fit.		
<i>Signature of responsible party</i>	Relationship	Date

Student Profile

Did the student receive Special education Services At previous school? YES NO If yes, date of last I.E.P.: Do you feel your student needs testing for Special Education services? YES NO If yes, please explain:	Has student been suspended or expelled from any school? YES NO If yes, date & school. Briefly state reason:
How many children live in the household?	Has the student had any significant changes to the home environment within the last 6-24 months? YES NO
Have you homeschooled/cyber schooled before? YES NO If yes, which program/school:	If yes, briefly explain:
Has student experienced bullying at previous school? YES NO If Yes, briefly explain:	What attracted your family to New Medina Learning Institute? How do you think the educational environment will suit your needs?
My child likes:	When my child is frustrated, this is how he/she responds:



NEW MEDINA LEARNING INSTITUTE

My child's favorite food:	My responds well when the following forms of redirection are used:
My child uses the following ways to communicate most of the time:	My child has the following nighttime routine:
My child has the following weekend routine:	Does the student have any challenges with anger and or temper that we should be aware of: YES NO If yes, please briefly explain:
Do you have a custody order that we need to be aware of? YES NO If yes, please provide a copy of the order with your registration paperwork.	Is there anything else that you would like to share about your child that you feel will help us interact better with him/her?



NEW MEDINA LEARNING INSTITUTE

Tuition Agreement

I/We _____, parent or guardian of the student, understand that tuition for enrollment in New Medina Learning Institute ("New Medina") is **\$5,000.00** annually (10-month scale), which is **10 monthly payments of \$500.00**. I/We agree to pay the monthly tuition for New Medina, starting on **August 20th**.

I/We understand that this amount is due and payable by the 20th day of each month thereafter. We understand that New Medina will extend a grace period of seven (7) days as a courtesy for all tuition payments. Payments received after the seven (7) day grace period will be considered late and will be assessed a late payment fee. The late payment fee will be \$30. If my/our child is absent when fees are due, I/we will either pay in advance or bring fees to the school on or before the due date. I/We also understand that there will be no reduction in fees due to absences or vacations. New Medina will not refund or reduce any part of the tuition or other charges because of dismissal, absence or withdrawal of a student. When withdrawing; 30 days 'written' notice is required to avoid additional fees.

I/We understand that payment must be received in a timely manner in order for my/our child to be considered "in good standing".

I/We understand that the above amount is subject to periodic increases and agree to pay the new amount upon written notification of the increase by New Medina.

I/We understand that school dismisses at 3:00 pm. New Medina gives a 10-minute grace period for pick up. Pick-ups after 3:10 pm will be assessed a late fee. The late fee is \$1 per minute.

I/We understand that there will be a \$35 charge for all returned checks. Two returned checks will result in my/our account being placed on a "cash only" basis.

I/We understand and acknowledge that I/we am/are responsible for adhering to the tuition policies detailed in the **New Medina Student Handbook** as a part of this Tuition Agreement.

I/We understand that EACH parent is responsible for timely payments of the tuition.

Parent/Guardian Signature

Date



NEW MEDINA LEARNING INSTITUTE

Parent Partnership Agreement

Parent/Guardian Responsibilities

As a parent/guardian of a student enrolled in New Medina Learning Institute, I realize that it is my responsibility to:

- See that my student is adequately prepared for school each day; this includes making sure that my student is dressed in a clean uniform, has had enough sleep and has eaten a nutritious meal at the start of each day
- Provide security, values, and discipline
- Review my student's schoolwork and activities regularly
- Encourage my student to achieve perfect attendance and avoid unexcused absences
- Insist that my student be courteous, considerate, and respectful
- Provide my student with a place to study
- Follow my student's academic progress and meet with school personnel during the school year as needed
- Make a special effort to attend school functions
- Commit to donating toward classroom supplies and snacks

I fully understand the overall objectives and requirements of the Partnership Agreement and commit myself to the responsibilities as stated above.

Student Name-Print

Parent/Guardian Signature

Date



NEW MEDINA LEARNING INSTITUTE

Fee Schedule

Program	Hours	Fee (monthly)
Kindergarten – 5th Grade	9:00am – 3:00 pm	\$500
Middle/High School 6 th – 12 th Grade	8:00am – 3:00pm	\$500
Halal Lunch		\$100
Before Care	7:30am – 9:00am	\$150
After Care	3:15pm – 6:00pm	\$150

Admission Requirements

- A one-time, non-refundable registration fee of **\$50**
- Payment of 1 month's tuition to confirm enrollment (non-refundable)
- If you wish to cover the entire year, there will be a 3% discount
- Admission is subject to availability

Sibling Discount

A discount of 10% of fees for the second or more child enrolled in the same year.

Annual Fees

Program	Fee
Primary Kindergarten & First Grade Book Fee	\$45
Elementary, Middle & High School 2 nd – 12 th Grade Book Fee	\$35
Activity Fee (All Grades)	\$75

Technology Fee

Program	Fee
Elementary /Middle/High school 2 nd – 12 th Grade	\$200