



ICC ELEMENTARY SCHOOL

3333 W. Peterson Ave. Chicago, IL 60659 Ph: (773) 267-6167 Fax: (773) 267-6168

Registration Form

2017-18

(Pre-K – 8th Grade)

For Office Use

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Student Information

Name:	Gender: (Circle one) M F	
Address:	City/State/Zip:	
Phone: Home:	Cell:	Email:
Date of Birth (Month/Day/Year):	Birth Place:	Social Security Number:
Grade Level Applying For:		
Last Grade Attended:		
Last School Attended:	From (Date):	To (Date):
Reason for Transfer:	Referred By:	

PARENT/GUARDIAN INFORMATION

(If Person Completing the Registration is not one of the Biological or Adoptive Parents, the Residency and Custody Verification must be provided. Also, if the person completing this form is caring for the student in the extended absence of the parent/guardian, the Parent's Authorization for Parent Designee must be provided.)

Father's Name	Mother's Name
Profession	Profession
Employer:	Employer
Address	Address
Phone Number (work)	Phone Number (work)
Gross Yearly	Gross Yearly
House Hold Size (Number of People living at Home):	
Official Custody of the Child: Father _____ Mother _____ Both _____ Other (please specify): _____	

EMERGENCY INFORMATION

Emergency Contact: (Person to contact in case Parent/Guardian is not available):		
Name:	Phone Number:	Relationship:
Address:		
Physician :	Phone Number:	Preferred Hospital:
Health Restrictions: (including allergies):		



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Tuition Fee Collection Schedule Rules and Information

Students will not be allowed in class for nonpayment at certain dates according to school policy. Payment of tuition fees can be:

- a) In full
- b) In four quarterly payments
- c) In 10 monthly payments due the 10th of each month, with the last payment due by May 10th, 2018.
*A late fee of \$10.00 will be charged after the 10th of the month.

FEE SCHEDULE		
Monthly Dues		
Grade(check one that applies)	Tuition Fee	Snack Fee
Pre-K (Full Day)	\$375.00	\$10.00
Pre-K (Half Day)	\$275.00	\$10.00
Kindergarten	\$325.00	\$10.00
Grade 1-8	\$325.00	N/A
Annual Dues : Non Refundable		
Registration Fee	\$50.00	
Books/Material Fee	\$200.00	
School Membership fee (per family)	\$200.00	
MAP Test Fee (For Grade K-8)	\$35.00	
Discount Policy		
Sibling Discount in Tuition Fee		
1 st Child		None
2 nd Child		5%
3 rd Child		5%
4 th Child		5%
Note: Discount applies only towards monthly tuition fee.		

A Check return policy of \$ 25 will be assessed on every returned check to cover bank charges incurred by us.

Non Payment Exclusion Policy: If tuition fee payment is not made according to payment plan, letters will be sent home informing parents about the exclusion date. Students will not be allowed to attend class until the payment is made in full.

I have read the above information and agree to abide by it as conditions of the enrollment for my Child(ren) in ICC Elementary School.

Print full name: _____

Signature _____ **Date:** _____



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Rules & Regulations

1. While in ICC Elementary School, all classes must be attended except when excused by the teacher or principal
2. All Islamic Laws and Regulations will have to be followed in all aspects of life, particularly prayers, dress, social affairs etc.
3. Tuition payment is mandatory throughout the year regardless of attendance (personal absences such as vacations will not waive the monthly tuition).
4. If, in any event, a student has to be sent home then the parents or guardians will have to, without objection or delay, make necessary arrangements for the student's return home.
5. Parents are fully responsible to bring their child on time (8:00 am-8:30 am) and pick up at (3:25pm -3:45 pm). School is not responsible for students' custody after school hours.
6. All the above rules and regulations and any future rules will have to be followed fully.

Parent/Legal Guardian Signature: _____

Date: _____

Parent/Legal Guardians Consent

I, _____ of (address) _____ the parent / guardian hereby give my consent for my child/ward to take part in all programs formulated by ICC Elementary School.

I fully understand and accept that all programs shall be undertaken at my child's/ward's own risk and I understand, on behalf of myself, my executors, and my child/ward aforesaid to indemnify, hold harmless and absolve ICC Elementary School, staff, and officials against and from any and all claims whatsoever that may arise in connection with a loss of or damage to the property or injury to the person of my child/ward aforesaid in the course of any such program in the knowledge that the staff will nevertheless take all precaution for the safety and well-being of my child/ward.

Parent/Legal Guardian's Signature: _____

Date: _____

Declaration

I hereby certify that according to the best of my knowledge, the information given herein is true and correct. I understand that my application will be disqualified if I have knowingly given false information. I have read and understand all the questions on the form. I accept and follow the rules and regulations of ICC Elementary School.

Parent/Legal Guardian's Signature: _____

Date: _____

Office Use Only

Class Admitted	Payment Plan Type	First Payment
Date of Admission	ICC Student ID Number	Signature (School Official)

Fee Collection