

NIS WEEKEND ISLAMIC SCHOOL

STRUCTURE AND POLICIES

OBJECTIVE:

The objective of the NIS Weekend Islamic School is to provide the basic Islamic education to children. This education includes Qur'an learning in Arabic, Surah memorization and Islamic Studies.

SCHOOL ADMINISTRATION STRUCTURE:

- a) **Weekend Islamic School Director:** Appointed by the Board of Trustees.
- b) **Principal and Assistant Principal:** Appointed by the Board of trustees (input by School Director).
- c) **Teaching staff:** Volunteer teachers are selected from the community for both school sessions by School Director and Principals. Normally, parents are volunteer teachers.

POLICIES:

- a) The Weekend Islamic School is overseen by the Norristown Islamic Society Board of trustees.
- b) **The annual school fees \$100** and NIS members will receive a 10% discount. This includes the cost of books. Checks are payable to "**Norristown Islamic Society**".
- c) All school staff members and officials are volunteers.
- d) The first day of school will be **September 13th, 2015** and school hours are on **Sundays** from **11 AM to 1PM**.
- e) No other meetings or programs are permitted on the premises during the school hours.
- f) The School Administration is not permitted to hold any program outside school curricula during the school hours.
- g) The Weekend Islamic School is divided by academic and age levels. Student age limits for admission are **four** years minimum and **eighteen** years maximum.
- h) The school fee is requested to be paid in full at the time of registration and is not refundable after completion of registration.
- i) All visiting groups during school hours are required a prior approval, either from the President, School Director or from respective School Principal.
- j) At the end of each academic year there will be an annual graduation for all classes.