

Non-Refundable Registration fee: \$20.00

- \$300.00 Arabic Grammar 1 2 3
 \$200.00 Introduction to Arabic
 \$200.00 Introduction to Arabic/Quran
 \$ _____

WEEKEND SCHOOL – Children 6-12yrs

- \$200.00 Arabic, Hadith, Aqeedah and Quran

Private Tutoring

PLEASE PRINT CLEARLY

- I have not studied Arabic language?
 I have previously studied Arabic language at _____

Female Male

- I have read and agree to the Markazul Bayaan Payment Policy and I affirm my official registration in the above courses.

First Name _____ Last Name _____ Childs Age _____

First Name _____ Last Name _____ Childs Age _____

First Name _____ Last Name _____ Childs Age _____

First Name _____ Last Name _____ Childs Age _____

Address _____ City/Zip _____

Home Phone No. _____ Mobile Telephone No. _____

E-Mail _____

Parent must complete if child is under 18yrs old:

Mother _____

Address _____

Mobile Phone No. _____

Father _____

Address _____

Mobile Phone No. _____

Emergency Contact: Name _____ Relationship _____

Phone _____ Phone _____

Child's name _____ has permission to go on any trip organized and supervised by Markazul Bayaan. If I cannot be reached and my child requires emergency treatment, either because of illness or accident, I hereby authorize Markazul Bayaan to call in a physician or take my child to a hospital.

Indicate with "none" if does not apply:

Medications Taken: _____

Food Allergies: _____

WAIVER FOR PARTICIPANT AND/BY PARENT - In consideration of your accepting my or my child's entry, I hereby, for myself, my child, our heirs, executors, and administrators, waive and release any and all rights and claims for damages I or my child may have against Markazul Bayaan and its representatives, officers, employees, agents, successors, and assigns for any and all injuries suffered by myself or my child on any activity sponsored by these groups.

Signature _____

Date _____

Parent Guardian

Date: _____

Student ID# ____ - ____ - ____ - ____

Full Name _____

Phone No. _____

Phone No. _____

TUITION Cost

Registration Fee _____ x \$20 = \$ _____

Weekend School _____ x 200 = \$ _____

Arabic Course _____ x 50 = \$ _____

Arabic Course _____ x 100 = \$ _____

Arabic Course _____ x 200 = \$ _____

Arabic Course _____ x \$300 = \$ _____

Private Tutoring #of hours _____ x \$25 = \$ _____

Subtotal = \$ _____

Discounts _____ % = \$ _____

Registration Fee Waived _____ x -\$20 = \$ _____

Balance Due = \$ _____

Date _____ **Reg Payment \$** _____ **Bal \$** _____ **Receipt #:** _____

Date _____ **Payment \$** _____ **Bal \$** _____ **Receipt #:** _____

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Fee Structure: Pay in 2 Easy Payments

As part of Markazul Bayaan's (MBAC) commitment to making our courses accessible to everyone, we have adopted a payment plan. When you enroll in a course, you will now pay your tuition in two easy installments.

There is no extra charge for this service. **Your first payment must be 50% of your tuition, and your second payment will be the remaining balance in full [Unless stated otherwise].** Students will be asked to pay per semester in advance. MBAC reserves the right to accept cash, personal check, certified check, or money order for payments.

To take advantage of this offer, you will need to enroll in an upcoming semester. Fees have been arranged to be at the low end of the scale. With this in mind the fees have been set to basically cover the administration costs of the course, ***including the salaries of all the teachers.***

Tuition and fees are considered due and payable seven calendar days prior to the first day of class. Failure to pay by the due date will result in a hold being placed on the student's account restricting their ability to attend classes.

Please note that by enrolling in a MBAC course, you are agreeing to pay the full course fee. A student who withdraws at anytime of the semester will still be responsible for any remaining fees.

This policy is for both new and current students. We hope that this payment system will make it easier for more students to enroll.

If payment is not received by the final payment date, the student's classes will automatically be deleted.

Other Fees:

Returned bank check fee: \$30.00

Late pick-up fee is \$1.00 pre minutes for children picked up after 4pm

Registration Fee: \$20.00 All Students

Refund Policy

Please understand that in offering our courses we incur high costs, regardless of the number of persons in attendance. Hence MBAC will not be able to provide a refund if you do not attend the course you registered for. In the past we have been able to offer a free make-up course to all those who missed their initial date. MBAC will try to continue this voluntary service, **but are not obligated to do so.**

Program Changes

1. MBAC reserves the right to change, cancel or postpone classes/activities without notice.
2. MBAC reserves the right to remove a student from any of its programs for reasons which administrators, in consultation with the Director, deem good and sufficient. Any student removed will not be refunded any monies paid to MBAC.
3. Physical assault or life threatening behavior towards any MBAC employee or student will not be tolerated and are grounds for immediate expulsion. Any student removed will not be refunded any monies paid to MBAC.

Private Tutoring

Each session cost is \$25.00 per hour. Small group sessions of 2 or 3 students-\$15.00 per hour; per student. If the student is absent that session maybe made up (**but MBAC is not obligated to do so**) if:

1. The student spoke to the tutor or MBAC Admin prior to the absence.
2. If, the tutor has an opening. If the student is late to a session, those minutes are deducted from the scheduled time lessening your session.
3. If that session was paid in advance.

Pledge & Representation

MBAC courses are open only to students seriously interested in learning the Arabic language. By submitting your course registration and payment information, you represent that you are enrolled in this MBAC course for the purpose of studying the Arabic language.