



## **An Noor Qur'an Academy (ANQA) After School Program Tuition Policy**

- Monthly tuition is due at the first class of every month, after the 5th of the month it will be considered late.
- Checks should be made payable to “An Noor Quran Academy (ANQA)”. Please include student name(s) & class attending on the check.
- Tuition should be given to the student’s instructor during the first class of each month.
- If tuition is overdue for more than thirty (90) days, then the student will be suspended from classes until prior balance has been paid.
- If there is a disagreement on tuition being paid but not on record, the student/parent will need to provide evidence to prove that the tuition was paid.
- In the event that a student misses a class due to illness, travel, or other commitment, tuition for the month will not be prorated.
- If a student is being pulled out for more than two weeks then they should seek prior approval from the teacher and teacher should bring it to the attention of Sr. Mai.
- If a family has three students enrolled in any of the after school program class the fourth will be free.
- A student/parent may apply for financial assistance by submitting the ANQA After School Program financial assistance form. Decision will be taken within a month to approve or disapprove the request.
- I understand and agree with the above policies.

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Printed Name

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Signature

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Student Name(s)

Date Effective date: 01/01/17