



New Students Registration 2017-2018

All of the following are required to reserve a seat for your child(ren). Please bring all documents, **forms, and fees** with you when you come to register. **No partial registrations will be accepted.**

Initial Requirements

- Submit the Student Registration Application form with registration fee (**non-refundable**).

Registration Fees: \$100.00 per child, \$175 for 2 children, \$250.00 for 3 children or more.

- **First month tuition payment due at registration.**
- Complete and sign the Financial Agreement form.
- We use Pay Hub for all tuition payments.
 - The Pay Hub fee is **\$50.00 paid once a year at registration** for the monthly billing service.
 - Families that pay for the whole year's tuition at registration, will only be charged a **\$10.00** book-keeping fee.
- Complete and Sign the Emergency Form.
- Complete and sign the Uniform Order form for boys.
 - Students **must** have their English textbooks **on the first day of school**. Final Text books and supply lists will be on our website (www.ciacademy.us) by July 1st 2017.
 - Book Fee **must** be paid **at registration** for Math, Science, Social Studies. Arabic and Islamic Studies books.

ALL DUES MUST BE PAID TO COMPLETE REGISTRATION

Acceptance to the Academy will be determined upon evaluation of the Assessment Test, previous report card, interview, and space availability. Assessment will be during the first week of school.

*The **first day** of school for the academic year **2017-18** will be*

Wednesday, August 23rd, 2017

Please make note of the following:

Charlotte Islamic Academy has not received definite financial commitments from donors for the Financial Aid Fund. Anyone applying for financial aid must submit a completed financial application with a **non-refundable** processing fee of **\$35.00** by **September 1st, 2017**. You will get a response by **October 1st, 2017**. Parents are responsible to re-apply for financial aid **YEARLY**. **All parents must pay the 1st month's tuition in full whether or not they were approved for financial aid.**

***If parents are unable to pay the entire tuition at the beginning of the school year, yearly tuition may be paid in ten monthly installments.**

10 Month Payment Plan (**August 25th, 2017— May 25th. 2018**)
Automatic withdrawal only

Grades	Annual Tuition	10 Month Installments
K-12 (1 Student)	\$4750.00	\$475.00
K-12 (2 Students)	\$9,000.00	\$900.00
K-12 (3 Students)	\$12,750.00	\$1,275.00
K-12 (4 Students)	\$16,500.00	\$1,650.00
K-12 (5 Students)	\$20,250.00	\$2,025.00

Please notify the administration during registration if your child's attendance will be solely based upon receiving financial aid.

Families receiving assistance through the NC Children's Scholarship Fund or similar organizations **do not** qualify for Charlotte Islamic Academy financial aid.

The following are required to reserve a space in class:

- Completed and signed Financial Agreement form and the **first month's tuition**.
Use one of the following methods to pay for the annual tuition:
 - A check in the full annual tuition amount, or
 - An automatic withdrawal form.
- Birth Certificate
- Student Emergency Form
- Previous school records - required for grades 1-12
- Record of all required immunizations (*per requirements of the North Carolina Immunization Law*)