

Application Form



Office use only					
Application received on:	Recvd by (Initials):	<input type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	Check list of copies of docs requested	
Interview	Date:	Time:	<input type="checkbox"/> Place offered	<input type="checkbox"/> Declined	<input type="checkbox"/> School report
Admin Paid?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Start date:	Student ID:	<input type="checkbox"/> Pport/birth certificate
					<input type="checkbox"/> Proof address
KS2 Pre Results:		English:	Maths:	Science:	

Please fill in the sections clearly, in bold capitals. Return the completed form to Hafs Academy at the earliest to avoid delay in processing.

Note: Check all relevant details are filled in correctly and necessary documents supplied. Sections marked with an (*) must be filled in for application to be processed.

Which school year is being applied for?	<input type="checkbox"/> 7	<input type="checkbox"/> 8	<input type="checkbox"/> 9		
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Applicant Details*	
First name(s):	Surname:
Date of Birth:	Year Group:
Ethnicity:	Nationality:
Language(s) spoken at home:	
Address Line 1:	Line 2:
Town/City:	Post code:
Home Tel:	
Does the applicant have a sibling(s) currently attending Hafs Primary and/or Hafs Secondary?	<input type="checkbox"/> Yes (Please specify) <input type="checkbox"/> No

Parent/Legal Guardian Details* (This will be the main person of contact)	
Full name & title:	<input type="checkbox"/> Parent <input type="checkbox"/> Guardian
Address Line 1 (If different from Applicant):	
Line 2:	Town/city: Postcode:
Tel:	Email: @
Mobile:	
Occupation:	Work Tel/Mob:
Status:	<input type="checkbox"/> married <input type="checkbox"/> divorced <input type="checkbox"/> separated <input type="checkbox"/> widowed

Parent/Legal Guardian Details

Full name & title:

Parent Guardian

Address Line 1 (If different from Applicant):

Line 2:

Town/city:

Postcode:

Tel:

Email: @

Mobile:

Occupation:

Work Tel/Mob:

Status:

married

divorced

separated

widowed

Current/Previous Academic Education*

Name of current/previous school:

Head Teacher: Mr/Miss/Mrs /Mx

Address line 1:

Line 2:

Town/City:

Postcode:

Tel:

Email: @

KS2 predicted

Maths

English

Science

levels: (If applicable)

(Please note, you may be required to provide your SATS results from the previous year)

Does the applicant have any Special Educational Needs and/or any disabilities that Hafs Academy needs to be aware of?

Yes (please specify below)

No

Current/Previous Islamic Education (leave blank if not applicable)

Madrasa attending/attended:

Tel:

Email:

@

Has the applicant memorised any portion of the Qur'an?

No. Of Juz:

No. Of Surahs:

 Yes (*Please specify*) No**Emergency Contact details (two contacts required)***

Primary Contact's full name:

Relationship:

Address Line 1:

Line 2:

Town/City:

Postcode:

Tel (home/work):

Mobile:

Secondary contact's full name:

Relationship:

Tel (home/work):

Mobile:

Doctor Contact Details*

Name:

Surgery:

Address Line 1:

Line 2:

Town/City:

Postcode:

Tel :

Background (To be completed by the applicant)

What are your main reasons for applying to Hafs Academy?

What are your hopes & expectations from Hafs Academy?

List some of your most favourite hobbies & interests

FEES

Alhamdulillah, we have always endeavoured to keep our tuition fees as low as possible. However, due to changes of circumstances and rise of costs, it is reviewed annually and as such, **subject to change**. Our current tuition fee stands at **£3100. (This is correct for the 2018-2019 academic year)**

The following apply only to confirmed Hifz students:

- For Hifz students we have supplementary study sessions that run after school until 6pm. Only those students whom the Management deems in need of these sessions must attend. This also carries a charge of **£100 per term** which is only payable if and when a child is selected for Hifz.

For the ease of payment, we have kept two methods;

1. An annual payment of the full **tuition fees** &
2. Instalments

If your child is offered a place at the school, which method of payment would you prefer? *(Please tick as appropriate)*

- Annually
- Instalments*

Our instalments plan is as follows:

1st (August) £1030	2nd (December) £1030	3rd (March) £1040
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*Should you wish to opt for the instalments plan, you agree to abide by it and complete each payment without delay. Delays in payments hinder the smooth running of the Academy. The Academy also reserves the right to cancel/change an instalment plan should you falter in payments.

Note: A one off £250 enrolment fee is payable upon acceptance of a placement. This fee covers the administration involved in processing the application and is payable once a place at Hafs Academy is accepted. **No school placement will be confirmed until it is paid.**

Do not send any money with your application form

Please check that all relevant sections of the application has been filled in correctly & enclose the following items:

1. A copy of the applicant's latest school report
2. Copy of applicant's Passport/Birth Certificate
3. Proof of Address (of either applicant or Parent/Guardian)
4. 1 Passport size photo of applicant

Note: Please provide us a copy of your child's actual SATs results as soon as you have them.

DECLARATION:

Data Protection Act 1998:

I agree for Hafs Academy School to process personal data contained on this form or other data which Hafs Academy may obtain from me, other people and/or other organisations whilst I am in the process of admission. I agree to the processing of such data for any purpose connected with my child's studies, health and safety while on Hafs Academy premises or for any other legitimate purpose.

We call upon Allah, the Most High, to be a witness that the information contained in this application form is true and correct to the best of our knowledge and belief.

(Please note that Hafs Academy reserves the right to refuse admission or terminate a student's attendance should it be discovered that a false statement has been made or significant information has been omitted).

Parent's/Guardian's Signature: Date:

Print Name:

Thank You for Your Application

Please send the completed form to:

**Administrator
Hafs Academy
Unit 3, 26 Maryland Road
Stratford, London
E15 1JW**

