



Sarnia Islamic Academy

ADMISSION POLICIES

2025-2026

Introduction and Application:

Our goal is to enroll students who will flourish and meet their full potential in the Islamic Education program. Interested families are required to submit the application form (SS102) and a copy of the child's most recent report card along with other supporting documents. Applications for the upcoming school year are accepted on an ongoing basis.

All applications will be entitled to a **\$100** non-refundable application fee (\$150 if submitted after July 31, 2025). An assessment process will be conducted, including an interview with both the child and the parents. Admission will be conditional upon satisfying the school requirements. Accepted students will be notified within 10 working days after the full assessment is carried.

For the upcoming school year, we are looking to provide both on site and online learning options.

Application Checklist (*upon application*):

1. Application form (SS102).
2. Parent questionnaire (SS103).
3. Copies of the most recent report card(s).
4. A copy of the child's Canadian birth certificate or government issued identification (*Displaying both name and date of birth*); or a document showing immigration status.
5. A copy of the child's health card or a health insurance card.
6. Student Photograph and Copy Rights Consent Form (SS104).
7. Health Record Form (SS105).
8. \$100 non-refundable processing fee (\$150 if submitted after July 31, 2025).

Offer of Admission Checklist (*upon admission*):

If we are able to offer your child admission to the Sarnia Islamic Academy, you will receive an offer of admission. If you return the documents outlined below within 10 business days of the date of the offer of admission was given, your child will be enrolled. If the forms are not received within the timeframe, the offer of admission will be void.

1. School Records Form (SS107- *provided upon offer of admission*).

Tuition Fees Policy

1. All New Non-Canadian resident registrants are required to submit an Enrollment Deposit of **\$1000** with their Confirmation of enrollment to secure enrollment for the coming school year. This deposit will be applied toward the Annual Tuition Fees.
2. The Annual Tuition Fees cover basic program delivery and stationary supplies. Field trips, books, uniforms, after-school programs and hot lunches are not included and will be billed separately.
3. Students enroll in Sarnia Islamic Academy for one full academic year at a time. There is no reduction in fees when a student is absent or unable to attend for any reason.
4. Tuition fees are either paid in full by **cheques or e-transfer in installments by monthly automatic withdrawals. \$100 non-refundable processing fee (\$150 if submitted after**). Please note that cash and credit card payments will not be accepted as methods of payments at this time.
5. a \$20 late payment fee will be automatically applied to any late payments made after the due date each month (28th). An additional \$10 per week will be added until a payment is made.
6. Failure to maintain your account in good standing may lead to termination of your child's enrollment at the Sarnia Islamic Academy.
7. Please read the *Tuition/Fee Schedule* (SS108) sheet for more information about the fee structure and payment plans.

Refund Policy

The student's parent may submit a written notice to withdraw either before they begin or during the school year. If the notice is received:

1. Before September 1st, 2025, 50% of the first month payment will be charged. The rest of the funds will be refunded.

2. From September 2nd, 2025 to October 1st, 2025 , you will be charged for the month of September.
3. From October 2nd, 2025 until March 1, 2026 , 50% of the remaining Annual Tuition Fees will be payable.
4. After March 2nd, 2026 , 100% of the Annual Tuition Fees are payable.