



Bismillah arRahman arRahim

AL-RAHMAH SCHOOL

(ISLAMIC SOCIETY OF BALTIMORE)
6631 JOHNNYCAKE ROAD
BALTIMORE, MD 21244
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Excellence in Education

Excellence in Islamic Manners

ADMISSION POLICIES FOR 2011-2012

Admission to Al-Rahmah School is open to all students from Kg through 11th grade. **The school does not discriminate in enrollment on the basis of race, sex, religion, handicap, or national origin.** Al-Rahmah School reserves the right to decline admission to students for the following reasons, which are not considered inclusive of all reasons justifying denial of admission:

- If a student requires special education instruction beyond the purview of the school's capability or capacity
- Students who require English as a second language beyond the purview of the school's capability or capacity.

Enrollment for non-returning students opens in the month of April and continues until the end of the second week of the new school term or until all available spaces are filled in a given grade. If space is available, students may in some cases with special permission be admitted for a given term during the first week of the second semester.

In order for a student to be considered for admission to Al-Rahmah School the following documents must be on file at the school:

1. Completed and signed application form
2. Copies of student's academic record for the past two years
3. Copies of score report of student's most recent standardized exam
4. Copies of student's Individual Education Plan (I.E.P.), if applicable
5. Two letters of recommendation from former teachers or community members
6. Documentation of passing admission interview for students in 3rd grade and up

The admission committee will not start reviewing a file until all of the above items, 1-5, are completed. All admission decisions are communicated in writing. A student will be allowed to attend classes only after they are fully registered in the school. The school reserves the right to deny or revoke admission to students if records show that false or misleading information has been provided on the application form.

In order for a **new student** to be considered fully registered at Al-Rahmah School the following steps must be completed:

1. Submit an application form with required registration fee
2. Fill out and sign all the required registration and tuition agreement forms.
3. Pay book and test fees as well as the first tuition installment by August 10th.
4. Sign a letter of release for the student's records from previous schools
5. Provide up-dated health records, including immunization

Due to the limited number of spaces available and the desire of many families to join Al-Rahmah School, re-enrollment form must be sent in on or before April 8, 2011. Failure to do so may result in loss of enrollment privileges for the family for the following school year. The signing of the intent to enroll does not constitute full registration. Parents must fully register any returning students by the deadline set by the school.

In order for a **returning student** to be fully registered, the following requirements must be met:

1. Complete, sign and return an application form
2. Pay registration, book, and test fees
3. Update health records
4. Sign a tuition agreement form
5. Pay the first tuition installment by August 10th

Kindergarten Policies:

A-Rahmah School is a state approved school and as such we are obligated to follow the rules and regulations outlined in the Codes of Maryland (C.O.M.A.R. BA.08.01.02). The current regulation for admittance to a Maryland kindergarten program is that “the child must be 5 years old on or before September 1 of a school year. The exception to this rule states that, “a 4 year old may be admitted to kindergarten, upon request by the parent or guardian, if the school determines that the child demonstrates capabilities warranting early admission.”

First preference for admittance to the Al-Rahmah kindergarten class will be given to those students who are five years old by September 1. The date by which a kindergarten student must attain the age of five is extended to **December 31st and no later.** The following criteria will be used to determine the readiness of all applicants for kindergarten who are not 5 years old by September 1, 2011.

1. Ability to pass the kindergarten readiness test in reading and math
2. Demonstration of social readiness based on recommendations of pre-k teachers
3. Arrangements for testing must be made and testing completed by August 15, 2011.