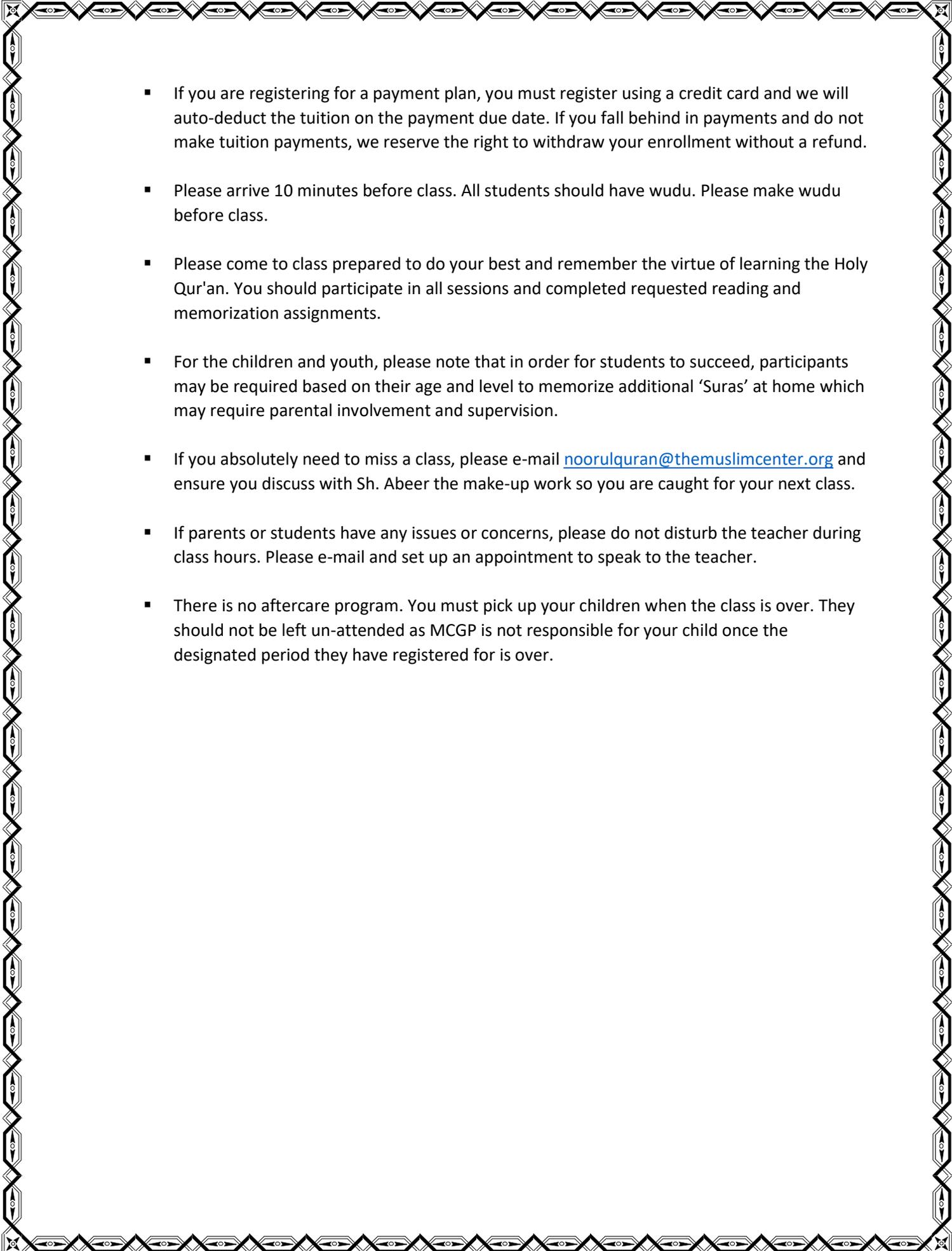


Noor ul Quran Academy Policies & Guidelines

The following are the policies and guidelines for Noor ul Quran Academy. We expect all students to abide by these guidelines. If you have a child under 18 registered for a course, we ask that a parent please review these guidelines with them in detail.

- Due to COVID-19 pandemic, we cannot commit to all classes being conducted on-site at MCGP. We will follow the guidelines set forth by the CDC and the decision made by The Muslim Center of Greater Princeton. There is a chance classes maybe online for part of the year or a mix of on-site and on-line. We will share information as it becomes available but please consider these circumstances prior to registering.
- If classes will be held on-site, then they will be held inside. Students are expected to follow all etiquettes and rules of the Muslim Center of Greater Princeton.
- There is a dress code. It must be modest clothing. Girls are recommended to wear hijabs. Please no shorts, jerseys, graphic t-shirts or other distracting clothing.
- Students are expected to adopt the highest code and ethic of Islamic behavior at all times.
- ****Refund Policy**** - Within 2 weeks of class start date you have the ability to withdraw from class with a full refund except for the registration fee. After 2 weeks, we do not offer refunds. If you have an emergency, you can send a written e-mail to noorulquran@themuslimcenter.org and it will be reviewed on a case by case basis by the MCGP Board and Director of Noor ul Quran Academy.
- Students are expected to attend all classes. If an individual has more than 3 un-excused absences, we will send a warning letter to them/their parents. One more un-excused absence after the warning and the student will be withdrawn from the school with no refund. We have a long waitlist and need to accommodate students who will be making a commitment to attend.
- Registration and tuition fees are not refundable. If you need to withdraw due to a emergency or unforeseen circumstance, you must e-mail noorulquran@themuslimcenter.org with a detailed explanation requesting a refund. All requests will be reviewed on a case by case basis and a decision will be made by the Noor ul Quran Academy Board.

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- If you are registering for a payment plan, you must register using a credit card and we will auto-deduct the tuition on the payment due date. If you fall behind in payments and do not make tuition payments, we reserve the right to withdraw your enrollment without a refund.
 - Please arrive 10 minutes before class. All students should have wudu. Please make wudu before class.
 - Please come to class prepared to do your best and remember the virtue of learning the Holy Qur'an. You should participate in all sessions and completed requested reading and memorization assignments.
 - For the children and youth, please note that in order for students to succeed, participants may be required based on their age and level to memorize additional 'Suras' at home which may require parental involvement and supervision.
 - If you absolutely need to miss a class, please e-mail noorulquran@themuslimcenter.org and ensure you discuss with Sh. Abeer the make-up work so you are caught for your next class.
 - If parents or students have any issues or concerns, please do not disturb the teacher during class hours. Please e-mail and set up an appointment to speak to the teacher.
 - There is no aftercare program. You must pick up your children when the class is over. They should not be left un-attended as MCGP is not responsible for your child once the designated period they have registered for is over.