

# دار العلوم دعوة الإيمان

## DARUL ULOOM DAWATUL IMAAN

Registered Office: Harry St, Off Wakefield Rd, Bradford, BD4 9PH,

Tel/Fax: 01274 402233

www.dawatulimaan.org

... Where the quest for divine knowledge begins ...

Reference No: \_\_\_\_\_

### Application Form

PLEASE COMPLETE IN BLOCK CAPITALS USING INK, ALL FIELDS ARE MANDATORY

#### 1. APPLICANT DETAILS

Forenames: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Town & Country of Birth: \_\_\_\_\_

Permanent United Kingdom Resident since: \_\_\_\_\_

Nationality: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Mobile (if applicable): \_\_\_\_\_

E-mail (if applicable): \_\_\_\_\_

N. Insurance NO (if applicable): \_\_\_\_\_

#### 2. PARENT/GUARDIAN DETAILS

##### Father/Guardian

Forenames: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Town & Country of Birth: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

If parents are divorced or separated, who has legal custody of the applicant? \_\_\_\_\_

Custody Arrangements Details & Visiting Rights: \_\_\_\_\_

##### Mother

Forenames: \_\_\_\_\_

Surname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Town & Country of Birth: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

Who will be responsible for payment of fees? (Mark as applicable)

Self          Family          Other: \_\_\_\_\_

##### Emergency Contact

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

### **3. CURRENT ISLAMIC EDUCATION**

Name of Madrasah/Maktab: \_\_\_\_\_

Name of Principal: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Tel No: \_\_\_\_\_ Period of stay at this Madrasah: \_\_\_\_\_

Reason for leaving last Madrasah (if applicable): \_\_\_\_\_

\_\_\_\_\_ Date of leaving: \_\_\_\_\_

What portion of the Quran has been completed by the applicant during Nazirah (looking inside):

\_\_\_\_\_

Please provide details of any portions of the Quran which the applicant has memorised (if applicable):

\_\_\_\_\_

Has the applicant studied Urdu/Arabic? Please mention which kitaabs have been studied:

### **4. SECULAR EDUCATION**

Name of School: \_\_\_\_\_

Head teacher/Principal name: \_\_\_\_\_

School Address: \_\_\_\_\_

\_\_\_\_\_ Post Code: \_\_\_\_\_

Tel No: \_\_\_\_\_ Date of leaving (If applicable): \_\_\_\_\_

Reason for leaving this School (If applicable): \_\_\_\_\_

### **5. OTHER DETAILS**

Has the applicant had any involvement with the Police? • Yes • No

If YES, please provide details:

\_\_\_\_\_

Has the applicant had any involvement with a terrorist or anarchic group? • Yes • No

If YES, please provide details:

\_\_\_\_\_

Has the applicant had any involvement with Social/Probation services? • Yes • No

If YES, please provide details:

\_\_\_\_\_

Does the applicant have SEN (Special Educational Needs)? • Yes • No

If YES, please provide details:

\_\_\_\_\_

Please mention below details of any medical conditions, allergies, long term illnesses or operations which the applicant received:

\_\_\_\_\_

## Rules and Regulations

- 1) All enrolments at the Darul Uloom are subject to an Annual review. Pupils' enrolments may not be renewed at the end of the year.
- 2) Every student will have to uphold all the rules and principles of the Darul Uloom.
- 3) Prospective students will have to demonstrate keenness in developing, understanding, maintaining and displaying the Sunnah by way of practice, dress code, mannerisms and characteristics.
- 4) Upon enrolment it will be decided by the management whether a child will be enrolled into the Hifz or Aalamiyah as a specialist study. This decision will be taken by senior & highly experienced Ulama and this will be for the best.
- 5) Students must respect all elders and teachers of the Darul Uloom; indiscipline and disrespect will not be tolerated & similarly grievance to any member of staff by student, parent etc. will not only, not be accepted but may also result in a review of the child's admission
- 6) The Darul Uloom uniform, at all times, is either a Plain White Kurta and white shalwar/Plain White Jubbah and Shalwar. Students may wear tracksuit bottoms etc. under their white shalwar's. Students may wear coloured clothing 'during' sport activities or voluntary work.
- 7) Parents requesting any extra leave for holidays, appointments etc. must complete an absence request form **prior** to making any arrangements.
- 8) No student should leave the Darul Uloom boundary without permission. The wandering of students can have a detrimental effect on their studies and can lead them to having incorrect friendships, exposure to an inappropriate environment and indulging in bad habits.
- 9) Parents must comply when their attendance has been requested regarding their child.
- 10) If in any event a student has to be sent home parents/guardians are expected to make any necessary arrangements for the student to return home.
- 11) It is of paramount importance that students are punctual in departing and returning to and from the Darul Uloom at the start & end of any break.
- 12) Pupils are to spend their holidays in accordance to the Aims and Ethos of the Darul Uloom. This is imperative in all holidays, especially in the blessed month of Ramadhan.
- 13) For Safeguarding reasons students are not allowed to bring any electronic devices such as; Mobile Phones, iPods, Tablets etc. (These items are classed as inappropriate/prohibited). Such items will be confiscated and may lead to Suspension/Expulsion. Students may hand in their phones on the first day back to the office/designated member of staff.
- 14) Disciplinary action will be taken immediately with students who are caught in possession of items deemed as inappropriate/prohibited e.g. illegal items, mobile phones etc.. The pupil will be suspended and depending on severity may be expelled.
- 15) All complaints must be made in accordance to the complaints procedure outlined in the complaints policy. .
- 16) It is the duty of every student to protect and exercise due care for the property and equipment of the Darul Uloom. Damage caused by the student will have to be reimbursed by the parent/guardian.
- 17) Students must declare any plans of marriage to the SLT; upon receiving this information discussions will be held with the parents and student to determine arrangements etc.
- 18) Travel arrangements to & from the Darul Uloom will be made by the parent/guardian; for safeguarding reasons the Darul Uloom will not provide any transportation.
- 19) No student is allowed to have or keep any sort of transportation/vehicle whilst at the Darul Uloom.
- 20) Fees must be paid in full by the end of each Academic year. The annual fee is £4000 (correct at time of print). For further info please see our website
- 21) Any student/parent found to be guilty of breaking any rule will have the pupils admission reviewed (dependant on individual circumstances);
- 22) Any false information given or any required information undisclosed will be a cause for review of admission
- 23) All rules and regulations at the Darul Uloom are reviewed periodically.
- 24) All pupils' enrolment at Darul Uloom Dawatul Imaan are subject to an annual review of admission. Each pupil's admission shall be reviewed and renewal of admission will be granted accordingly. The Darul Uloom will inform you if we are unable to renew your child's admission.

25) The declaration below must be signed by the applicant and parent(s)/guardian(s). To demonstrate and consent that all the information supplied is correct to their knowledge and that they have read, understood and are in agreement with the rules, regulations & principles stated herein and made known elsewhere too. Remember, applications that are submitted without consent of both parent(s)/guardian(s) & student via the means of signing below will be counted as incomplete and the application will be void.

*(Please note along with the declaration, entry of a pupil's name in the Admissions Register marks a binding contract between the pupil, his parent(s)/guardian(s) and the Darul Uloom, that the pupil will be commencing studies at the Darul Uloom. It also demonstrates consent that they have read, understood and are in agreement with the rules, regulations & principles stated on the application form and made known elsewhere too.*

**Please note details will be given upon induction to the applicant of any further rules/regulations**

## **6. DECLARATION**

**We declare that the Information we have provided on this form is true and accurate to the best of our knowledge. We have read the rules & regulations of the Darul Uloom stated herein and made known elsewhere. We accept and agree to abide by them. We also understand that it is our responsibility to inform the Darul Uloom of any changes such as address, telephone, medical condition etc. We understand that any misleading information given verbally, in writing or withheld information upon request, (at this stage or after admission) will result in the applicant being denied a place at the Darul Uloom or if attending will be removed from the school roll.**

The following policies are available from the school office upon request: Anti-Bullying, Child Protection, Health & Safety, Complaints, Disciplinary Procedure & Pupil Parent Handbook

Signature of Father: \_\_\_\_\_

Signature of Mother: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

## **7. REQUIRED DOCUMENTS**

Please enclose the following with your application form,

**1. Photocopy of applicants birth certificate and Passport**

**2. Most recent school report (year 5 report for under 16 applicant and year 10/11 report for over 16 applicants)**

**3. Two character references from local Alim/Imam**

*Please note if the following documents are not provided the application may be classed as void*

### **FOR OFFICE USE ONLY**

Date application received: \_\_\_\_\_

Date of Interview: \_\_\_\_\_

Interviewed by: \_\_\_\_\_

• Accepted • Not Accepted

Admission Number: \_\_\_\_\_

Approved by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_