

AMEERUNNISA BEGUM SAHIBA'S ENDOWMENTS' MADRASA-E-HIFZ-UL-QUR'AN

**No. 165/75, Bharathi Salai, Triplicane, Chennai - 600 005 | abse1823@gmail.com |
044 - 28480722 | ameerunnisa.com | Reg. No. 315/Chen | G.S. No. 12 M.D.S**

RULES AND REGULATIONS

1. Students should have completed a minimum of Noorani Qaida and Nazira-e-Qur'an to get eligible for admission.
2. Students in the age group of 8-12 years only will be given admission.
3. The student once admitted will be put to test and assessed for HIFZ. The confirmation for admission for continuing in Madrasah will be given only after 6 months of assessment. The students who fail to get through the assessment will be asked to leave the Madrasah without any leniency or partiality.
4. Student once admitted must compulsorily complete the Hifz-ul-Qur'an within 3 Years' time from the date of joining and with a maximum grace period of additional 3 months in exceptional cases.
5. Any student whose continued presence at Madrasah for more than 3 years without completing the Hifz-ul-Qur'an will be deemed to be unfit to continue in the Madrasah Hifz course. The student shall be asked to leave and excluded from the Madrasah and in such case the decision of the Madrasah shall be final.
6. All students and parents shall be expected to conform to all the rules and regulations and no exceptions shall be made for anyone.
7. All students shall be expected to conform to Islamic guidelines, as advised by their teachers, in relation to their dress and appearance.
8. All absences must be explained by a note signed by the parent / guardian.
9. To show any form of disrespect to the Ustads, Trustees, Teachers or Staff of the Madrasah will be judged as inexcusable, and any student found guilty of such behavior will be liable for immediate dismissal.
10. All students must comply with Islamic teachings and ethos. Any form of foul language, mischief, bullying, misbehavior, offence or disruption will lead to strict disciplinary action and immediate dismissal.
11. The Madrasah reserves the right to terminate any student's admission when it is deemed necessary without any explanation.
12. Students must not bring unnecessary items into the Madrasah and must look after their belongings whilst on the premises. The Madrasah shall not accept responsibility for any damage to and / or loss of any student belongings.

13. Student(s) and/or their parents / guardians shall be liable for the cost of any damage to the Madrasah property.
14. All students must be punctual and regular in their attendance for class.
15. Parents / Guardians will be allowed to meet the Student at the Madrasah only at designated time slots given to them by their Ustads. Parents shall not disturb the class by making a visit to Madrasah at their own wishes.
16. Parents can take the students outside the Madrasah only by prior written permission clearly indicating a stipulated time of return in case of urgency or emergency or in exceptional circumstances. They are expected to arrive on time back in Madrasah. Any undue advantage of this permission will not be allowed on a repetitive basis.
17. Any student who leaves the Madrasah without notice or without a valid reason will only be put back on the waiting list, at the discretion of the Madrasah.
18. Absence by a student of 3 weeks or more without notification may automatically terminate the child's place from the Madrasah.
19. All students shall be responsible for having the necessary materials and will be maintaining their own pens, pencils, writing books, slippers, etc.
20. Parents / Guardians shall be expected to ensure that any homework /tasks / assignments given to students is / are completed and submitted by the due date.
21. The Madrasah must be notified of any changes in personal details immediately. Admission may be cancelled, at any stage, if student is found ineligible and / or the information provided is found to be incorrect.
22. Mobile phones must be handed in to a member of staff upon arrival. All other unauthorized toys, gadgets, etc. brought to the Madrasah will be confiscated.
23. Ameerunnisa Begum Sahiba's Madrasa-e-Hifz-ul-Qur'an does not charge any fees and is offered free of cost to deserving Qur'an Students. Parents / Guardians and Students undertake that the student is joining is by their own wish and will. They undertake that the student is physically and mentally fit to stay and study at the Madrasah. They shall be solely responsible if there are any untoward incidents, accidents, emergency, health issues, etc. without holding the Madrasah Ustad or Trustees/ Staff responsible for whatsoever may be the reason.
24. Student suffering from any serious ailment / contagious diseases and / or any psychiatric / psychological disorder or medical conditions which require regular monitoring will not be admitted in the Madrasah. Madrasah will not take any responsibility or liability if the facts are not disclosed.
25. Students and Parents / Guardians will strictly adhere to the code of conduct as laid down by the Madrasah and will not indulge in any act of indiscipline while inside or outside the Madrasah campus.

26. Students and Parents / Guardians declare that they shall be solely responsible for any involvement by them in any kind of unlawful / anti-social activities whether inside or outside the campus and shall be liable for punishment as per the law of the land and handed over to Police if needed. Further the Madrasah shall in no way provide any support to students and Madrasah will not be held responsible for any such action or whatsoever be the reason.
27. Student / Parent and Guardians hereby declare that they will neither join in any agitation /strike for the purpose of forcing the authorities of the Madrasah to resolve any problem and will not participate in any activity which tends to disturb the peace and tranquility of academic environment of the Madrasah / Masjid / Office campus and/or its Hostel premises.
28. Parents / Guardians declare and undertake that they are not involved in any anti-social and anti-state activities. Parents and students will abide by all the rules, regulations, and instructions of this Madrasah.
29. A candidate shall not be entitled to claim admission as a matter of right even if he is otherwise eligible. The institution reserves the right to refuse admission to any candidate without assigning any reason.
30. The student will be immediately dismissed if there is any breach or non-conformity of any of the aforesaid rules.
