



Greater Lansing Islamic School

940 South Harrison
 East Lansing, MI 48823
 (517) 332-3700
<http://school.lansingislam.com>
school@lansingislam.com

Advance Registration Form 2018-2019

Advance registration for the academic year 2018-2019 is now open

Enrollment is expected to be limited in several classes due to space. The following factors will be used in determining the priority when admitting students:

- 1) Current students
- 2) Siblings of current students
- 3) Family is active in supporting the Islamic Center/School

Age Requirements by December 31, 2018	
Grade	Age
Early Pre K	3 years
Pre K	4 Years
Kindergarten	5 Years

To receive priority admission, the family **must** pre-register by May 25th, 2018
 After this deadline, admissions are on a first-come, first-served basis.

A non-refundable Registration Fee of \$125 per Family must be paid along with the form.

Late fee of \$ 175 applies after Friday May 25th, 2018.

This fee will not be applied towards the 2018-2019 tuition. If the student is not admitted due to lack of space, the registration fee will be refunded. The registration fee is not refundable if the parents withdraw their application.

Parent(s): _____

Address: _____

Phone(s): _____

eMail address(es) _____

Student Name	Birth Date	Gender	Grade in 2018-2019

This section will be filled by the Greater Lansing Islamic School Staff when a parent submits this form. A copy will be provided to the parent. An Advance Registration Fee of \$125 was received by May 25 th , 2018.		
Name (school employee)	Signature	Date



2018-2019 Tuition and Fees

Advance Registration Fee

All students enrolling at the GLIS for 2018-2019 academic school year are required to pay a **non-refundable** advance registration fee according to the following schedule:

By May 25th, 2018 \$125 per family
After May 25th, 2018 \$175 per family

The fee shall be included with the advanced registration form and can be paid by check, money order or cash. Please make check payable to **GLIS**.

Fees (Non-Refundable)

School Grade	Per Student	
	EPK & PK	KG-8 th
Surcharge	\$600	NA
Resource, Books & Materials (RBM)	\$50	\$100

Resource Books and Materials Fees (RBM): fees are used for but not limited to the following: rental textbooks, laboratory equipment, paper work, office supplies, copier supplies, consumable workbooks, educational resources, refill of hands on activities supplies, testing fees, computers, software, school events/award ceremonies, and student activities.

RBM fees are due in full on **September 10th, 2018**. A late fee of **\$25** will apply if fees are not paid by the due date.

Surcharge and RBM fees are **non-refundable**.



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Tuition

Annual Family Income*	Number of Students per Family			
	1	2	3	4
Under/Equal 30,000	\$2,472	\$4,920	\$7,366	\$9,813
Over 30,000, Under/Equal 36,000	\$3,065	\$4,920	\$7,366	\$9,813
Over 36,000, Under/Equal 42,000	\$3,580	\$5,538	\$7,655	\$9,926
Over 42,000, Under/Equal 48,000	\$4,199	\$6,284	\$7,907	\$10,039
Over 48,000, Under/Equal 54,000	\$4,687	\$6,877	\$8,499	\$10,147
Over 54,000, Under/Equal 60,000	\$5,280	\$7,623	\$9,220	\$10,920
Over 60,000, Under/Equal 66,000	\$5,280	\$8,345	\$9,968	\$11,719
Over 66,000, Under/Equal 72,000	\$5,280	\$9,092	\$10,689	\$12,492
Over 72,000, Under/Equal 78,000	\$5,280	\$9,813	\$11,410	\$13,264
Over 78,000, Under/Equal 84,000	\$5,280	\$10,534	\$12,156	\$14,037
Over 84,000, Under/Equal 90,000	\$5,280	\$10,534	\$12,878	\$14,810
Over 90,000, Under/Equal 96,000	\$5,280	\$10,534	\$13,625	\$15,608
Over 96,000, Under/Equal 104,000	\$5,280	\$10,534	\$14,346	\$16,380
Over 104,000, Under/Equal 110,000	\$5,280	\$10,534	\$15,067	\$17,153
Over 110,000, Under/Equal 116,000	\$5,280	\$10,534	\$15,814	\$17,925
Over 116,000, Under/Equal 122,000	\$5,280	\$10,534	\$15,814	\$18,698
Over 122,000, Under/Equal 128,000	\$5,280	\$10,534	\$15,814	\$19,497
Over 128,000, Under/Equal 134,000	\$5,280	\$10,534	\$15,814	\$20,270
Over 134,000	\$5,280	\$10,534	\$15,814	\$21,068

Notes:

1. Annual family income is Adjusted Gross Income on the "1040 Tax Form".
2. Families with Adjusted Gross Income less than **\$60,000** are required to submit a copy of their 2016 "1040 Tax Return" to the school, no later than **September 10, 2018** in a sealed envelope with full name of student(s) clearly printed on the envelope.



3. To ensure privacy, 1040 Tax return will be verified through an independent third party verification company contracted by the school.
4. Third Party Verification Company does not have any relationship with the Islamic Center or school's officials.

Tuition Payment Schedule Option

The GLIS has adopted 3 tuition options. These options are designed to facilitate payments and collection of tuition that is vital to maintaining the good quality of education that GLIS has dedicated itself towards. All parents are required to choose one of the three options before the child is enrolled into the school.

		Discount	Due Date
Option A	One (1) Payment	5%	Sept. 15, 2018
Option B	Two (2) Equal Payments	2.50%	Sept. 15, 2018 & Jan. 15, 2019
Option C	Ten (10) Equal Payments	NA	Starts Sept. 15, 2018 until June 15, 2019

Notes:

1. Student(s) will not be allowed to enroll in 2018-2019 academic school year until tuition payment of past school academic year is paid in full.
2. Options A & B tuition payments should be payable to GLIS by check, money order, or a cashier check.
3. Option C tuition payments can be paid by check, money order or Automatic Clearing House (ACH).
4. A fee of **\$50** will be added for returned check or non-sufficient funds.
5. Late fee of **\$50** will apply if tuition is not paid by the 15th of each month.
6. Two unpaid months of full tuition will result in having the student sent home until due tuition is paid.
7. Report cards will not be distributed to the student(s) who owe tuition or other school fees, until the full payment is made.

8. If a student is on extended leave due to sickness or special circumstance, the tuition must still be paid at the due date.
9. Student's admission will be terminated for unresolved, unpaid school tuition and other school fees.
10. Student's enrollment and school records will not be accessible until owed school fees are paid in full.
11. Students with partial scholarship are **NOT** eligible for any of the above discounts.
12. Non-attendance or early withdrawal from school will not exempt your obligation in paying the full quarter tuition.
13. **Late fee of \$ 100 applies if the registration packet is not returned by September 10, 2018.**