

Subject: Al-Amal School 2024-2025 Admission Process

Welcome to Al-Amal School! We are pleased that you are interested in joining us for the 2024-2025 School Year. Al-Amal School is **now accepting preschool through 9th grade** applicants and we encourage you to complete the online application and advance to the next steps. We look forward to assisting you throughout the admission process.

Please carefully review the following steps for the admission process:

1. **Apply On-line:** Al-Amal School utilizes an online application for new admissions or enrollments. It's a secure website through RenWeb. To access the application, please go to www.al-amal.org, select the Admissions tab, scroll down and select New Admissions Process 2024-2025. You would need to set up a username and password before you can access the application. Be sure to note the email address and password that you are using. The website will then guide you to complete the entire application for each child. The student admission fee is **\$150/per applicant PreK - 5th grade, \$300/per applicant 6th – 8th grade and \$525/per-applicant 9th – 12th grade**. It's non-refundable and **must be submitted** at the time of completing the online application before the school can initiate the next enrollment steps. You will have an option to choose a testing date. Please do not hesitate to contact the school's admission office directly at **763-231-9701** if you need assistance.
2. **Submit required documents:** In addition to submitting the on-line application and fee, the applicants are required to submit the following documents to advance in the admission process. **Required documents must be uploaded to the application and faxed to Leila.alilat@al-amal.org - 763-571-1925**. Once submitted, you will be contacted for testing.
 - **Preschool:** Birth certificate, Current Immunizations, and Healthcare Summary Form (This document is filled out by a physician. Please allow plenty of time for this form to be completed.)
 - **Kindergarten:** Birth Certificate and Current Immunizations.
 - **First Grade– Ninth Grade:** Birth certificate, Current Immunizations, and Letter of Recommendation on Character from Administration, Counselor or Teacher.
3. **Take Admission Exams:** All students are required to complete an entrance exam upon completion of the online application and documents submissions. Al-Amal School will process the application materials and parents will be notified of the entrance exam date and time for all students. Your test date cannot be approved if the application is not submitted..

All grades (PS-9th) are required to take entrance tests. All required documents must be submitted before your admission test date can be approved.

- **Preschoolers:** Should have cognitive ability to interact and accept instructions, must be 3 years old to start school, and must be potty trained. You will receive a phone call or email to schedule a testing time for your preschool students.
- **Kindergarten- Second Grade:** Al-Amal School will administer its own test and it is based on Minnesota standards. The students are expected to be at or above the Minnesota standards level.

- **Third Grade- Ninth Grade:** The NWEA test will be given to all NEW admitting students **3rd-9th** grade in Math and Reading regardless of if they have taken a test in their previous school. Achieving 70th percentile in NWEA represents student is at national level for that grade.

If the applicant does not pass the admission test, you will be notified and will not proceed to the next step. Retesting is NOT allowed. Al-Amal School will consider a student's Spring NWEA test scores that are at the grade level standard or above. This means the Spring NWEA must be above 70% on all tests to be considered.

Al-Amal School will request the following records after the applicant has passed the admission test:

- Current school report card/transcripts that shows year to date classes and GPA.
- Most recent NWEA, MCA, and/or IOWA Basic records from the previous year or any out of state standardized testing report.
- Behavioral report and any health reports.

Al-Amal School holds the right to directly receive Transcripts and behavioral reports from the transferring school.

4. **Interview with Administration:** All new applicants and parents go through the interview process with the school Principal as a final step. The Admission Office will schedule the interview process.
5. **Acceptance and Approval:** After passing the new admission requirements, the Admission Office will notify you through email or phone. Information will include the deadline for parents to pay the advanced deposit in order for the school to hold the seat for the applicant.
6. **Enrollment and Admittance:** Parents must pay a \$500 Non-refundable Advance Deposit to confirm and hold a seat in class for the applicant. Seats are first come first serve, so paying the non-refundable advance deposit as soon as the student has been accepted is encouraged. Being accepted to Al-Amal School does not guarantee a seat for the student. Paying the Non-refundable Advance Deposit is what locks in a seat for your child.

Tuition Rates and Schedule Please go to our school website to review the 2024-2025 Tuition Rates.

Tuition Aid Al-Amal School offers limited Tuition Aid to a few qualifying families based on various factors such as family income, academic performance, and good behavior in his/her previous school. Parents interested in Tuition Aid have to apply through the same FACTS website. Your new admission application is considered incomplete unless all required information is submitted. Once your child is accepted, you will receive a code allowing you to apply for Tuition Aid.

Any Admissions questions can be directed to Ms. Leila in the admission office @ 763-231-9701.

Insha'Allah, we look forward to assisting you in this process.

