

APPLICATION FOR ADMISSION 2027

Name of Learner:
Grade Applying for:
Year and Term Applying for: Year: _____ Term: _____
ID Number
Age
CEMIS

Please Attach Photo here

Application Information and Requirements

- Please complete ALL sections and INITIAL each page. Please supply a physical, email as well as a postal address if applicable. Providing false information will invalidate this application.
- **An application will not be considered if the above required and correct documentation is not produced and all pages are not initialed and documents not signed.**
- **An Administration fee of R350 is payable upon submission of application form.**
- Completion of this application form does not guarantee that your child will be accepted at Darun Na'im Academy.
- **Closing date for Applications: End of Term 1 (Please confirm date with school)**

For Office Use ONLY

No	Document	Status
1	School Report Latest at the time of application - Certified Copy	
2	School Report Final of current year i.e. Term 4 Report	
3	ID Document/Birth Certificate - Learner - Certified Copy	
4	ID Document - Parent/Legal Guardian (Proof of guardianship if applicable)	
5	Proof of Residence	
6	Medical Details (where applicable)	
7	Photograph passport size - in space provided above	
8	Fee Payment Options Document	
9	Motivation letter by applicant (handwritten)	
10	Evaluation Report from Registered Practitioner (Learners out of Academic Learning - where applicable)	
11	All pages to be initialed and document signed	
12	Administration fee received	
13	3 Month's Bank Statement (Recent)	

APPLICATION GRANTED FOR ACCEPTANCE: YES / NO**PRINCIPAL SIGNATURE:** _____**DATE:** _____

LEARNER DETAILS (as appears on Birth Certificate - use block letters)		
Surname:		First Name:
OTHER PERSONAL DETAILS OF LEARNER		
Date of Birth:	Nationality:	
Place of Birth:	SA Citizenship: ☐ YES ☐ NO	
Home Language:	Date of Arrival in SA:	ID Number:
Highest grade passed:	Year:	Present grade:
Name of Current School:		

PARENTS / GUARDIAN DETAILS			
	FATHER	MOTHER	GUARDIAN
Surname			
First Name/s			
ID Number			
Occupation			
Name of Employer			
Home Telephone No.			
Work Telephone No.			
Cell phone No.			
E-mail Address			
Marital Status			
Residential Address (Code:)			
Postal Address (Code:)			

WHO DOES THE LEARNER RESIDE WITH?					
☐ Both parents	☐ Mother	☐ Father	☐ Guardian	☐ Grandparents	☐ Other

PREVIOUS SCHOOL PERFORMANCE
Has the learner repeated any grade? If so, which grade? ☐ Y / ☐ N Year: _____
Has the learner been professionally assessed? ☐ Yes ☐ No (If yes, attach report/s and provide brief details)
Are there any barriers to learning? ☐ Yes ☐ No If yes, please specify: _____

FAMILY BACKGROUND	
Place in family: _____	Of _____
Name of relative/s at this school: _____	Grade: _____
Name of relative/s at this school: _____	Grade: _____

CORRESPONDENCE			
	Father	Mother	Guardian
Please indicate who is to receive the school report	☐	☐	☐
Please indicate who is to receive the school account	☐	☐	☐
Please indicate which ONE parent will receive electronic communication	☐	☐	☐
Please indicate who will attend school meetings	☐	☐	☐
Who must be contacted in the event of an emergency?	☐	☐	☐

LEGAL CUSTODIAN	
Please indicate custodial parent (if applicable):	☐ Father ☐ Mother
Please indicate legal guardian:	☐ Father ☐ Mother ☐ Other, please supply proof
Is your child sponsored?	☐ Yes ☐ No

DETAILS OF ACCOUNT PAYEE/SPONSOR	
Surname: _____	Name: _____
Relation to learner: _____	Address: _____ code: _____
Occupation: _____	Place of Work: _____
Telephone: Home: _____	Work: _____ Cell: _____

HOW DID YOU HEAR ABOUT US?

☐ Word of Mouth
☐ Social Media
☐ News Print
☐ Website
☐ Other: _____

DECLARATION

- We have read and understood the CODE OF CONDUCT and undertake to abide by the RULES, POLICIES AND REGULATIONS applicable to the school and will ensure that my child adheres to the same.
- We understand that all learners, without exception, receive Islamic instruction and attend all Islamic religious services.
- We understand that the school does not adhere to or promote any cultural practices or traditions, but strives to observe and promote the teachings of the Quran and practices of our beloved Prophet Muhammad (SAW) only.
- Please note that our school adheres to the teachings of the Maaliki Mathab with regards to the reading of the Qur'an during hayd. According to Imam Maalik RA, this is allowed for learning purposes only.
- We agree that in the event of an emergency arising, medical or otherwise, relating to the above mentioned learner, in which it is not reasonably possible in the opinion of the principal or acting principal and/ or any staff member duly designated by the principal, for effective communication to be established with a parent or guardian, the principal or acting principal and /or staff member shall have the authority, loco parentis, to make and cause and allow to be carried out any decision they consider necessary in the interest and welfare of the said learner and/ or of the school and/or of the rest of the learners.
- We understand that the principal has the right in her absolute discretion, to suspend a learner from this school, or require his/her withdrawal for any reason considered within the best interest of the school.
- We agree to the rules and regulations governing the wearing of the full school uniform.
- We give permission for your child's pictures, taken within a DNA space, to be used for purposes such as social media posting, marketing, and for the overall benefit of Darun Naim Academy.
- We understand that any pupil found in the possession of and using or found to be responsible for carrying into the school habit forming drugs, alcohol, cigarettes, vapes and undesirable literature, will face the risk of expulsion from the school as will any pupil who absents him/herself from the school without permission.
- We hereby give permission that the above-mentioned learner may take part in the extra-mural activities, cultural events and sport of this school and will not hold the school or teacher or coach liable for injuries incurred provided that reasonable care is taken to ensure the safety of the learners.
- We will ensure that my child's personal belongings are marked with their name and that while every reasonable effort will be made to prevent losses or damage to a learner's clothing and equipment, the school cannot be held liable for such.
- We understand that parents are compelled to attend all meetings called by the school (concession granted for valid reasons. Reasons to be emailed to the office).
- We understand that parents are compelled to participate in all fund-raising initiatives hosted by the school.
- We agree and undertake to pay DARUN NA'IM ACADEMY such SCHOOL FEES as are levied from time to time as and WHEN same BECOME DUE AND PAYABLE.
 - o In terms of Section 40 of the SA Schools Act, the school may enforce the payment of school fees.

o In terms of Section 39 of the SA Schools Act, parents/guardians are liable for the payment of school fees.

- We understand that the full school fees for the month are due on the 3rd day of that month.
- We understand that full-term notice is required if I wish to de-register my child from this school.
- The Payee is liable for the payment of school fees.
- We understand that the principal or acting principal shall have the right to refuse to allow a pupil to return to school for any term at the beginning of which the previous terms fees have not been paid.
- We understand that the school reserves the right to verify all information supplied herein. I / We further undertake to pay all legal costs, including attorney / client fees and collection costs incurred by the school in the event of the school having to take legal action for the recovery of school fees.
- We understand that at the time of this application, the school fees for the next academic year may not have been determined and will increase according to school fee policy.
- We understand that the school's rules, policies and regulations are amended from time to time and shall be binding and be observed by the learner and also by the parent or guardian, in so far as they may concern them.
- We hereby choose domicillium citandi et executandi (official address) as listed above.
- We will notify the school in writing of an address or contact number change.
- We understand that the school has a NO electronic device policy in place and the school reserves the right to confiscate an electronic device if found on a learner. It will be released only to the parent/guardian with a R500 fine after a minimum of 3 days or FREE at the end of the school year.
- We understand that the school reserves the right to periodically search the learner's bag, belongings and body (non-physical).
- I/ we understand that the school follows the National Curriculum Statement of The Western Cape Education Department.
- I/We have read and understood the school's code of conduct (see addendum) that on acceptance, my/our child/ward will be on a 3 month probationary period in order to ascertain whether she/he meets the standards as required in the school's code of conduct. I/We understand that my child has to reapply annually.
- I/ We hereby declare that the information which I/we have recorded in this form is true and correct and by my/our signature/s below, I/we give the principal or her designate, permission to check and confirm any of the details listed by me/us. I/we understand that should any of the information supplied be found to be false, my application may be disqualified.

SIGNATURES		
FATHER:	MOTHER:	GUARDIAN:
LEARNER:		DATE:
WITNESS : Name		WITNESS : Signature

COURTESY OF LEARNERS

- Learners must greet educators, staff members, support staff, admin staff and visitors to the school when passing them at any time.
- Unless otherwise instructed, learners should greet whenever an educator or adult visits their classroom.
- Educators / Staff members are to be addressed and referred to properly, i.e. Mu'alima / Mu'alim, etc. Fellow learners are to be referred to by their proper names.
- If a member of staff / parent / adult passes along the passageway or doorway, learners are expected to stand back to allow the person to pass.
- Non-teaching staff members are an integral part of the school and courtesy is to be extended to them at all times.
- Adult visitors to the school must be given the necessary respect and courtesy.

ATTENTION IS DRAWN TO THE FOLLOWING:

1. Paragraph in Government Gazette Vol.395, 15 May 1998. No.189000, General Notice No. 776 of 1998:

- Nothing shall exempt a learner from complying with the Code of Conduct of the school (p.4, para.3.6).
- An educator at the school shall have the same rights as a parent to control and discipline the learner according to the Code of Conduct during the time the learner is in attendance at the school, any classroom, school function or school excursion or school related activities. (p.4, para.3.7)
- Ignorance of these (school and classroom) rules is not an acceptable excuse. (p.8, para.5.1 (f))

2. Amendment of the Code of Conduct:

The school may amend the Code of Conduct.

3. Infringement of the Code of Conduct:

3.1 Learners who are found to be guilty of an infringement of the Code of Conduct may be subject to disciplinary measures approved by the school. These may take the form of, inter alia, community service in the school, additional or corrective learning or educational tasks, detention on a Saturday morning, suspension or expulsion from school.

3.2 Parents or guardians of learners who have damaged, defaced or stolen school property may be required to pay for the repair, restoration or replacement of such property.

4. Grievances:

4.1 A learner who has reasonable cause to believe that she/he has been treated unjustly or inappropriately by a fellow learner or by an educator shall have recourse to a higher authority in the school or failing that, to the relevant educational authorities.

4.2 Learners are expected to follow appropriate channels and procedures when expressing their grievance.

PREAMBLE TO THE CODE OF CONDUCT FOR LEARNERS

Darun Na'im Academy has been established to fulfill the needs of the youth of the Muslim community which could not be met by the secular schooling system in the country and to give Muslim children the opportunity to learn and to practice their faith in a school environment.

The Code of Conduct is aimed at protecting the rights and defining the duties of learners at the school.

Objectives

- To develop a generation that is Allah-loving and Allah-fearing and who will, Insha-Allah, be successful in this life and in the Hereafter.
- To provide quality education and academic excellence based on sound Islamic teachings.
- To help learners grow with conviction and appreciation for their own faith (Islamic) and to respect that of others.
- To promote and encourage self-esteem of learners.
- To complement the efforts of parents whose primary duty is to train and educate their children at home in the most befitting manner so that they may become good Muslims and to encourage harmony, unity and mutual understanding between learners, parents, educators, the school and society around them.
- To have a holistic approach to imparting knowledge and education based on the understanding that knowledge for a Muslim is not divided into religious and secular studies and to lead learners to develop balanced, pleasant personalities and to view spiritual and day-to-day life as one unit.

CODE OF CONDUCT FOR LEARNERS

Main Principles

1. RESPECT: To respect ourselves and others. Our property, the property of others and to take pride in who we are, in our school and what the school does.
2. CONSIDERATION: To consider and be aware of the rights and needs of others and to accept the differences and shortcomings of others and to realize that there are those who are less fortunate and less privileged than us.
3. RESPONSIBILITY: To take responsibility for all our actions at all times.
4. ACCOUNTABILITY: The learner should be prepared to accept the consequences of their actions be it positive or negative.

Speech and Conduct

A learner shall speak and conduct themselves in a manner that is respectful and considerate of the person, convictions, culture, function and privacy of others; complies with the accepted norms and values of the school; promotes a culture of learning and cooperative participation in the process of education; in no way brings discredit to the school.

A learner is to respect the authority and dignity of all educators. All instructions as requested by the educator must be implemented.

A learner shall not speak or conduct themselves in a manner that is vulgar, threatening, abusive, provocative, profane, slanderous or insubordinate; disrupts or obstructs education; invades or betrays the right to privacy of others.

School Property

A learner shall protect and carefully use the facilities, equipment and materials of the school. A learner shall not spoil, deface or damage these or use them wastefully; use them without proper authorization or permission, and will be fined if found guilty of the above.

Other Property

A learner shall respect the property, including the intellectual property, of others. A learner shall not take, borrow or use the property or materials of others without the authority or proper permission to do so; copy or attempt to copy any work or material in an unauthorized manner.

Unauthorized objects, materials or substances

A learner shall not have in their possession, nor shall they conceal, use, give or sell to others any weapon, alcoholic beverage, tobacco product, narcotic, vapes or dangerous substance or object, pornographic or profane material.

School Uniform

A learner shall wear the approved school uniform and approved school accessories in its entirety and neatly, in the correct and appropriate manner; at school and at school related activities; when travelling to and from school and at all times when wearing the school uniform.

Girls: No jewellery: (except plain studs or sleeper earrings and plain watches), make-up, painted nails or dyeing of hair. ONLY natural henna allowed. Hair to be neat and tidy.

Boys: No jewellery: Only plain watches, No make-up, dyed hair, painted or henna on nails. Hair to be neat and tidy. No qaza (different lengths).

Only plain black or blue school bags allowed as well as school tote bag for extras.

Attendance

A learner shall regularly attend school and school related activities and functions to which she/he is committed. A learner shall not absent themselves without proper permission or authority. Application for unscheduled leave from school must be made in writing and presented to the school principal.

Should a learner be absent from school due to a physical or psychological illness lasting longer than ANY amount of days the principal requires a written communication from a registered medical practitioner or a formal written communication from the parent or guardian. (Please refer to WCED Policy on Absenteeism).

Punctuality

A learner shall be punctual at all times (in the morning, after interval or for each period). If a learner is late on three consecutive occasions in the morning, she/he must be accompanied by her/his parent / guardian on the fourth occasion to the office and will result in detention. Chronic late-coming could lead to suspension.

Work ethic

A learner must display a healthy work ethic and positive mindset towards their school life. She/he must show that they are capable of managing the curriculum and are able to meet the school's minimum requirements (see assessment policy), to be able to continue their education at the institution. A learner must participate actively in all school related activities and strive to be the best learner that they can be and be seen to be willing to uplift themselves, their peers and their school.

General Rules

1. A learner is to remain on school premises for the entire duration of the normal school day. No learner is allowed outside the premises, even during interval. This measure is to ensure the safety of the learner.
2. Under no circumstance are learners allowed to bring cellular phones to school (it will be confiscated).
3. Learners are only allowed to use the school cellular telephone with the consent of the principal, office manager or educator (in the absence of the principal).
4. Learners are not allowed to leave their seats while the educator is out of the classroom. Permission is needed from the educator for the learner to leave the classroom.
5. Learners must be attentive and respectful in assembly and the classroom.
6. The chewing of gum is not allowed.
7. Learners must contribute towards all fundraising activities.
8. Learners MUST NOT accept lifts from individuals not authorized by their parents/guardians.
9. Learners must NOT climb in trees, onto the roof, over fences, on to the walls within the grounds.
10. Unless permission is given, the Office, Kitchen, Photocopy room and Staff rooms are off limits to learners.
11. A learner may not engage in any form of trade for personal gain without consultation and explicit written permission.
12. Book covers: no people/faces on book covers, specifically pop/movie stars, etc.

GENERAL INFORMATION

School Hours:

Monday - Thursday: 07h30 - 15h00 (Matric Gr 12: 07h30 - 16h00)

Friday: 07h30 - 12h10

School Uniform:

The official school uniform is available from:

Toppers Uniforms (Pty) Ltd

34 Lawrence Road, Athlone

Tel: 021 696 3521 / 082 456 6148

Girls School Uniform (Summer):

- Sporty Abaya / Full Dress
- Grey school cardigan
- Badge
- White pin-free scarf and headband
- White cotton T shirt
- White cotton pants
- White school socks
- Plain white sneakers or black school shoes
- Grey wide brimmed school sunhat
- Black gloves to be purchased for Quran reading during Hayd

Girls' School Uniform (Winter):

- Black school coat
- Girl's long black skirt
- Girl's white school shirt
- Plain black school socks/pantihose
- Black school shoes/plain black boots
- Black school cardigan/pullover
- Black pin-free or woolly scarf and headband
- Black school raincoat
- School beanie
- Badge
- Black gloves to be purchased for Quran reading during Hayd

Girls' Physical Education togs:

- Black track pants
- Long sleeve grey sports top
- Black/Grey sports burqa
- Sports trainers
- Peak Cap / Wide Brimmed Hat (black/grey/white)

Boys' Compulsory General Uniform:

- Grey school trousers (summer and winter)
- Plain black/grey school socks (summer and winter)
- Black school shoes - Bata Toughees / Buccaneers
- Black Blazer (compulsory)
- School badge (blazer)

Seasonal Summer (Boys)

- Golf T-shirt (compulsory)

Seasonal Winter (Boys)

- White school shirt
- Black pullover
- Black school beanie
- Black school hoodie with school badge (optional)
- Black parker jacket with school badge (optional)
- Black school raincoat

Boys' Physical Education togs

- Sports trainers
- Black school tracksuit
- Sports grey T-shirt
- School sports shorts

Additional expenses:

Textbooks and Stationery - sourced from various suppliers.

Subjects

Compulsory subjects Grade 10-12 (FET)

English, Afrikaans, Life Orientation

Mathematics_Pure	☐ Please x	OR	Mathematical Literacy	☐ Please x
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Subject combinations offered Grade 10-12 (FET)

Business Studies	☐ Please x	OR	Geography	☐ Please x
Life Sciences	☐ Please x	OR	Tourism	☐ Please x
Physical Sciences	☐ Please x	OR	History	☐ Please x

Subjects offered by external providers at extra cost

Arabic	☐	OR	EGD	☐ Please x
Visual Arts *	☐	OR	Design *	☐ Please x

**Visual Arts/Design (Peter Clarke - off site facility)*

NB: Learners wanting to take Pure Math and Physical Sciences in Gr 10 must achieve a minimum of 60% for the final Math exam mark at the end of Grade 9.

Learners wanting to do Life Sciences in Gr 10 must achieve a minimum of 60% for the final Natural Science exam mark at the end of Grade 9.

Learners wanting to do Geography in Gr 10 must achieve a minimum of 60% for the final Natural Science exam mark at the end of Grade 9.

Islamic Studies Gr 8 - Gr 12

- Aqeedah
- Dua
- Fiqh
- Islamic History
- Quran Recitation / Tajweed
- Quran Translation

Extra Mural Activities

Darun Naim Academy strives to offer a variety of extra murals, but they are subject to season, number of participants and the availability of trained specialists.

Governing body members:

Chief Financial Officer:	Prof Nagib du Toit
Religious Guide:	Moulana Allie Goder
Principal:	Mrs Amina Bagus-du Toit
SMT:	2 x Members

SCHOOL FEES

(Please check with the office for updated fees)

1. School Fees 2027 R 48 900 per annum Two payment options: Gr 7 to Gr 11	R 4075 payable by the 3rd of each month over 12 months, from January to December R 4890 payable by the 15th of each month over 10 months, from January to October Gr 12: R 5433.33 payable by the 15th day of each month, from January to September
2. Once-off locker fee: - R 400 (for new learners only) Name Badge: R70 (once off fee)	Payable by 31st January 2027
3. Annual technology fee - R600 This fee covers the use of the computers, internet, photocopiers, the server, inverters (for load shedding) UPS, etc as well as the maintenance thereof which all contribute towards teaching the learners.	Payable by 31st January 2027
4. Annual hygiene & photocopy paper fee R900 This fee covers tissues, toilet paper, hand wash & photocopy paper	Payable by 31st January 2027
5. Annual building maintenance fee R600	Payable by 31st January 2027
6. The NSC security fee is R600 - payable by Matrics only	Payable by 31 January 2027

As an NPO and an independent school, we are reliant on parents to honour their contracts and timeous payment of school fees to pay salaries, acquire equipment and for daily running costs. The non-payment of school fees results in us not being able to function at our optimum level.

Please ensure that you check your monthly statements and that you are fully aware of what your balance is. Also, familiarise yourselves with our fees policy below.

Parents must please advise the school if payments are going to be paid late.

Kindly contact the school bursar if you require any further information on 063 924 1784 / bursar@dnacademy.co.za

Mondays - Thursdays: 08h00 - 15h00 Fridays: 08h00 - 12h00

These hours include appointments with parents at school when the need arises.

SCHOOL FEES POLICY

- Parents agree and undertake to pay DARUN NA'IM ACADEMY such school fees as are levied from time to time as and when same become due and payable.
 - o In terms of Section 40 of the SA Schools Act, the school may enforce the payment of school fees.
 - o In terms of Section 39 of the SASA, parents are liable for the payment of school fees.
- No cash payments will be accepted at school. For those who insist on paying cash, the applicable cash deposit fee will be added onto the fees statement for settlement.
- Parents have a choice of two payment options:
 - o Monthly payments from January to December, payable by the 3rd day of each month.
 - o Monthly payments from January to October, by the 15th day of each month.
 - o Gr12: Monthly payments from January to September. (All fees must be paid-up by the end of the third term)

- Non-Payment of fees: (Procedure)

First month: Email and WhatsApp requesting payment. Parents will be called into school to sign a stop order form.

Second month: Formal warning letter issued advising that the learner will not be allowed to return to school.

Third month: Learner is not allowed to return to school.

After 3 months of no contact and no payment: ~~By the 1st~~ Learner is handed over to lawyers and all related costs will be for the fee payer's account. The learner will be de-registered from DNA and a WCED transfer letter will be summarily issued.

- A full term's notice is required if a parent wishes to de-register their child from this school.
- Parents are jointly and separately liable for the payment of school fees.
- The principal or acting principal shall have the right to refuse to allow a pupil to return to school for any term at the beginning of which the previous terms fees have not been paid.
- Learners whose fees are not paid up in full by the first week of December of that year will not be allowed to return the following year.
- Parents are contractually bound to pay fees for every month of the entire year, unless DNA decides otherwise. We cannot predict or budget for unforeseen circumstances (such as COVID-19) and our expenses run for 12 months of every year, irrespective.

If any of the above are not adhered to, the principal reserves the right to exclude the learner.

FEES PAYMENT OPTIONS - 2027 (PLEASE COMPLETE)

- School fees are payable for 10/12 months of the year (Gr 7 - Gr 11).
- School fees are payable for 9 months of the year, January to September (Gr 12).
- The placement fee (please check with the office what the current placement fee amount is) will be deducted from your 2027 fees.
- Monthly school fees are to be paid directly to the school's banking account:

The Darun Na'im Academy
The Standard Bank of SA Ltd
Constantia Branch Code: 00051001
Cheque Account Number: 202 119 157

- Cash payments at the school are not accepted and any cash payments into the account will lead to a cash deposit fee levied to your account.

Payment Options:

- 12 Monthly payments from January to December, payable by the 3rd day of each month.
- 10 Monthly payments from January to October, by the 15th day of each month.

☐☐

Additional Payments: Must be paid together with the January fees payment

Locker Fee	R 400	Annual Hygiene & Photocopy Paper Fee	R 900
Name Badge Fee	R 70	Annual Building Maintenance Fee	R 600
Annual Technology Fee	R 600	NSC Security Fee	R 600

Total: R 2570 (exc NSC Security Fee) / R 3170 (inc NSC)

I/We hereby agree to accept the school's payment policy:

Payee Name: _____ (Print Name)

Payee Signature: _____

Date: _____

Witness name: _____ Witness signature: _____

ADMISSIONS POLICY

Selection of learners to the school shall be based on the following criteria:

- Preference will be granted to learners and parents who share the same value system and ethos of the school.
- Preference will be given to siblings (except where this is not in the best interest of the child and school).
- Preference will be given to applicants with a record of academic excellence.
- Preference will be given to learners who occupy leadership roles at their current school or who display leadership qualities.
- Preference will be given to learners who have been involved in / or show an interest in social outreach programmes, environmental awareness programmes and community based programmes.
- Preference will be given to applicants with a record of involvement in, or who demonstrate an interest in one or more of the cultural and sporting activities which form part of this school's extra-curricular programme.
- Preference will be given to children of past pupils of this school.
- Learners with barriers to learning may only be accepted on the approval of the principal and senior management, based on the school's capacity to assist such a learner. Each application based on its own merit.
- As we are a faith-based institution strictly adhering to the injunctions of our religion, it thus follows that we regrettably will not be considering applications from the LGBTQ+ community. We in no way judge or discriminate against anyone, we are merely upholding the laws and fundamentals of our religion.
- No admission shall be granted to a learner applying exclusively for Grade 12, unless the Principal and the School Management Team deem the school be a benefit for the learner and the applicant to be a suitable candidate who will enhance the school in all areas of learning and values.
- **Applicants and parents to the school will have to adhere to the following:**
 - o Uphold the school's code of conduct.
 - o Display a good work ethic.
 - o Show respectful and dignified behavior towards peers, educators, property, cleaning staff and visitors to the school.
 - o Parents of the applicants to show respectful behaviour towards school management and staff.

- o Parents of applicants will be cooperative and supportive of the school in the matter of their child.
- o Parents will honour the terms and conditions laid out in the school contract.
- o Parents will uphold the fees agreement they entered into.
- o The Maaliki mathab with regards to the reading of the Qur'an during hayd. According to Imam Maalik RA this is allowed for learning purposes only.

The school reserves the right to exclude and request a learner's withdrawal on the above criteria and will be deregistered from DNA and will issue WCED transfer letter if the contract is breached.

Acceptance of a learner is subject to a 3 month probationary period at Darun Na'im Academy.

Parents are required to complete a letter of intent of return to DNA annually and secure the learner's placement fee (one month's school fees).

Admissions Process

1. Application for admission to be completed by parents or guardian.
2. The completed application form is hand delivered to the school where the form and documents will be checked.
3. Copies of the following documents must be provided:
 - 3.1 Certified copy of learners' Birth Certificate / Identity Document.
 - 3.2 Certified copy of Identity Document of both parents or guardian.
 - 3.3 Certified copy of learners' latest school report from a registered school or institute of learning.
 - 3.4 Proof of Residence.
 - 3.5 Medical details where relevant.
 - 3.6 One passport sized photograph of learner to be attached to the application form.
 - 3.7 A letter of reference from previous learning institution (Academic or Islamic).
 - 3.8 A handwritten letter (no longer than a page) of motivation from the learner indicating the reason for wanting to attend our institution.
 - 3.9 Where a learner has been out of academic learning for more than a 12 month academic cycle, an evaluation from a registered practitioner/Psychologist attesting to the learner's academic and emotional maturity is required. In addition, the learner will have to complete a school assessment.
 - 3.10 A placement fee as advised by the school's bursar. Please note that there will be NO refund of the placement fee for new learners and holding fee for returning learners who do not take the place that has been reserved for them unless the grade has been filled and all available places have been taken.
 - 3.11 Parents must act on the school's recommendation for extra support in the event the learner presents with challenges pertaining to particular subjects i.e. tuition.
 - 3.12 Please read and familiarize yourselves with all school policies and procedures.
4. Closing date for new applications is end of Term 1 (please check with the school as dates may differ from WCED schools).