



Mission Statement:

To preserve and strengthen the faith of the future generation by teaching the recitation of the Noble Qur'an with Tajweed along with memorization. We are dedicated to instilling within our students strong Islamic beliefs, etiquettes, supplications, history, and character, while ensuring they gain confidence in the fundamentals of Islam within a controlled and conducive environment. Our aim is to nurture young adults who are steadfast in their faith, devoted worshippers with love for Allah Ta'ala in their hearts, and ambassadors of Islam through their words and exemplary conduct.

Monday - Thursday | Sept 2nd 2024 – May 29th 2025 | Boys & Girls | Ages 6 - 18 | 11543 Ruby Lake Road

Schedule:

6:00 PM – 7:15 PM: Qaidah / Qur'an Reading, Surah and Dua Memorization

7:15 PM – 8:00 PM: Islamic Studies and Tarbiyah

Note: Parents are required to abide by drop-off and pick-up timings.

Academic Calendar:

Term 1: September 2nd – December 19th

Term 1 Exams: December 16th – 19th

Term 2: January 6th – May 29th

Term 2 Exams: May 26th – 29th

Fall Break: November 25th – 28th

Winter Break: December 23rd - January 3rd

Ramadan Break: March 3rd - April 7th

Graduation: Thursday, May 29th

Attendance and Tardiness Policy

Attendance and arriving on time is required. Excused absences require documentation. Valid examples include being sick, doctor's appointments, and emergency travel. Social gatherings and vacations **do not** count as excused absences. There can be no more than **8** unexcused absences per term. Arriving 5 minutes late will result in being marked as tardy, whilst arriving 10 minutes late will result in disciplinary measures. Repeated offenses will result in detention and habitual latecomers will be subject to expulsion.

Tuition & Supplies:

The tuition is **\$120 per month** and is to be paid with cash or check at the check-in table the first week of every month. For multiple children, each subsequent child will be charged \$10 less monthly (\$110 for the 2nd child, \$100 for the 3rd, and so on). Tuition covers teacher salaries as well as textbooks, workbooks, worksheets, folders, and other supplies when needed. **A replacement fee will apply for any lost supplies.** Failure to pay tuition will result in the student not being allowed to sit in class. Financial aid is available based on financial need. Students are expected to bring their own backpacks and lunch from home, as lunch will **not** be provided.

Payment Options: (Note: Please do **NOT** seal envelopes)

1. Cash in an envelope with the student's name
2. Check made payable to the "Islamic Center of Orlando" in an envelope with the student's name
3. Online using the following link: <https://themasjidapp.org/ico/donations/2022>

Dress Code / Uniform

ICO Maktab Weekday School is taught in the Masjid, the sanctity of which must be respected at all times.

1. Sunnah attire is **required**. (White thobe/shalwar kameez for boys and abaya for girls).
2. Hair **must** be covered with a topi/kufi for boys and hijab for girls.
3. Jewelry and make-up are not allowed.

Failure to follow the dress code will result in students being sent home.

Student-Teacher Ratio

To ensure successful and efficient teaching, the maximum student-teacher ratio is 1:12. Students are taken on a first come first serve basis. Once the maximum capacity is met, new students will be put on a waiting list.

Qur'an Recitation and Surah/Dua Memorization

Level 1 Qā'idah class: Students will cover the Qā'idah textbook, which will enable them to recite the Noble Qur'an. Qā'idahs are covered by tuition but may be brought from home. Students will also memorize selected Surahs and Duas.

Level 2 Advanced reading class: Students will enhance their recitation of the Noble Qur'an by perfecting the pronunciation of letters, effectively applying Tajweed rules, and increasing fluency in reading. Additionally, students will memorize Surahs and Duas at an advanced level. Qur'ans are covered by tuition but may be brought from home.

Islamic Studies

The second part of the ICO Maktab Curriculum is Islamic Studies which uses the Safar Islamic Studies Curriculum which will cover Qur'an, Hadith, Aqeedah, Fiqh, Akhlaq, Adab, Sirah, and Islamic History.

Islamic Studies will be taught via classroom instruction, textbooks, workbooks, demonstrations, worksheets, and activities. Islamic Studies will be organized into smaller age-based classes, each taught by separate teachers to ensure topics are relevant and student-centered.

Maktab will be introducing a novel component to Islamic Studies that will be called "Imaani Mudhakarah" which will be conducted daily to teach and strengthen spirituality by discussing the greatness of Allah Ta'ala that is manifested in His creation.

Term Exams

Exams are scheduled for the last week of every term and will cover every subject to assess student progress. Days will be given to prepare for the term exams. Additionally, informal assessments/quizzes will be carried out on a weekly and monthly basis at the discretion of the respective instructor of every class.

Guidelines For Parents

- Please adhere to drop-off & pick-up timings. ICO Maktab does not supervise students outside Maktab hours.
- Please ensure your child completes their daily homework/assignments for Qur'an & Islamic Studies at home. This is necessary for the students to progress & meet the spiritual/academic goals of the Maktab.
- Please download WhatsApp on your smartphone. All ICO Maktab announcements and communication regarding your child's progress from their respective teacher will be done over this app. Please click [here](#) to be added to the ICO Maktab Parents Group.
- Please sign the progress sheets and other materials sent home with your child.
- Please ensure that your child brings their backpack and all necessary materials to class.
- Please ensure that your child understands the importance and sanctity of the masjid. No foul language, fighting, or yelling will be tolerated. Absolute silence must be maintained during Salah times.
- Initial violations of ICO Maktab rules will result in a warning. Repeated offenses will result in being sent home or detention. Habitual offenders will be expelled from the school.

Note: Maktab is not a replacement for an Islamic upbringing by parents, rather it is only supplementary. Work and effort must still be done by the parents at home.

Student registration form: <https://tally.so/r/nW0GMe>

For any questions, comments, or concerns, message us on WhatsApp ([here](#)) or **text** us at (689)-280-4402.

All aspects of this syllabus are subject to change at the discretion of ICO Maktab Weekend School faculty.

May Allāh Ta'ala make ICO Maktab Weekend School a guided and successful source of faith, benefit, knowledge, and happiness for our Muslim youth and the Muslim community at large. Aameen.