

Muslim Academy of Greater Orlando



ADMISSION POLICIES AND PROCEDURES 2023-24

Vision

By providing a dynamic student-centered educational environment with high academic standards and expectations, Islamic values and morals, students will develop a sense of purpose, a connection to ALLAH and a desire to serve their creator via service to others and their community.

Mission

The mission of the Muslim Academy of Greater Orlando is to provide quality education of the highest standard in a safe, supportive, dynamic and engaging Islamic environment so that students have the opportunity to excel to their fullest potential.

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Non-Discriminatory Policy for Students

The Muslim Academy of Greater Orlando (MAGO) is committed to admit students of any gender, race, color, religion, national or ethnic origin. It gives all rights, privileges, programs, and activities generally accorded or made available to the students at school. It does not discriminate on the basis of gender, race, color, religion, national or ethnic origin in administration of its admission and educational policies, scholarship and financial aid programs, or athletic and other school administered programs.

The Academy will accept transfer students that are home schooled or who attend U.S. or International schools as long as they meet the academic and behavioral requirements and observe the institutional policies of MAGO.

NOTE: Due to the absence of specialized and accommodating facilities and programs at MAGO, the Academy may not admit individuals with special needs or who exhibit severe or specific learning disabilities (ESL/ESE/McKay/Gardiner Scholarship eligible). **All students** are on academic and socio-behavioral **probation** for their first full marking period and may be grade level demoted or dismissed from the Academy at any time therein as a function of academic and/or disciplinary reasons at the professional discretion of MAGO.

Admission Overview

The ultimate goal of our selective/competitive admissions process is to assemble a student body capable of successfully meeting the expectations and dealing with the rigor of The Muslim Academy of Greater Orlando's Curriculum. In assessing the whole child, the Admissions Committee also takes into consideration social-emotional development, interests, talents and extra-curricular achievements. Also integral to the final admissions decision is the perceived degree of congruence between the needs of the applicant and the school's ability to address those needs in a quality fashion.

Registration is on a first-come-first-serve basis and only then contingent on full non-refundable, non-transferable, non-negotiable registration payment and books & consumables fee, student records (indicating ability and merit), relevant standardized test results, and leveled entrance testing. The application will be processed and finalized with the understanding that maintenance of seat is subject to academic & social record review and at the discretion of the MAGO Administration.

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Admission Policy

In order for any student to be admitted to the MAGO he/she must meet the following requirements:

1. **Age requirement**-To be admitted into Pre-K program, a child must be 3 years old to enroll in PreK-3 program or be 4 years old to enroll in PreK-4 program by September 1st. Kindergarten students must be 5 years old and 1st grade student must be 6 years old by September 1st to enroll in their respective grade. Students must be toilet trained and be able to use the restroom unassisted.
2. **Documentation**- Complete the registration form in full and provide all the documents. Applications and all required supporting materials and documents must be submitted before the formal admission process can begin.
3. **Full Disclosure**- Parent/Guardians are required to inform MAGO officials of their child's special academic, emotional or physical needs. MAGO officials must also be informed of any testing for learning disabilities by public school or private agency. Copies of testing reports are needed to be considered for acceptance. Parent/Guardians are also required to disclose to MAGO officials of their child's behavior issues or disciplinary actions at previous learning institution. MAGO officials have the right to decide if its program will best meet an individual child's learning needs.
4. **Transcripts/Grade Reports** - Transfer students of all grades seeking admission must have passing grades and be promotable at previous school. Students transferring from outside the United States **must submit all academic records since kindergarten**. In order to ensure that all transfer students have average knowledge of subject matter as well as compliance with school policy and procedures, the following requirements must be met:
 1. The applicant student must not have been arrested nor charged by any law enforcement agency for misdemeanor offenses or otherwise.
 2. The applicant student must not have been assigned to an alternative school by his/her previous school or licensed institution public or private.
 3. The applicant student must attain a passing score in the entrance examination.

NOTE: *The Academy reserves the right to place a transferring student in a grade lower than the stated transfer grade contingent on academic and/or social performance and at the Administration's discretion. International transfer students will be placed according to the Academy's assessment test(s) and as long as they meet all relevant admissions requirements and legal documentations.*

5. **Home School Students Credit Evaluation** – Parents who are homeschooling students must submit an assessment done by the school district and the curriculum plan used in order to evaluate what grade a student may apply for admissions into the Academy.
6. **Fees**- Pay all non-refundable & non-transferable fees. Parents who enrolled the students while pending scholarship decision are responsible for paying the fee and tuition. Consult Fee & Tuition schedule for details on fees and tuition.

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- 7. Admissions Test/Entrance Exam-** Applicant students will take an exam which covers Math and Language. All testing will be done on site and in person. The administration reserves the right to accept or refuse admittance based on student's assessment. Cheating/plagiarism will not be tolerated and admission will be automatically denied. Refer to the Tuition Fee Schedule for testing fee.
- 8. Testing Date and Time**—All admission candidates will be tested at times and dates as set forth by the Academy. MAGO reserves the right to decline the admission application of any candidate who does not arrive at the agreed and scheduled time for the entrance exam.
- 9. Student Interviews** —students seeking admission in first through grade eight must have an entrance screening interview with either the administration or Principal. At least one parent must be present at the time of the interview.
- 10. Admission Acceptance Letter**— a prospective student is not considered fully accepted until he/she has been given an official admissions letter or email. Acceptance is subject to academic, discipline and social record review and at the discretion of the MAGO Administration.
- 11. Full Time Attendance**— All enrolled students must be in full-time and full-day attendance for all levels except for participants in VPK Program who may choose half-day or full-day options. However, in order to maintain an enrolled status, all students in all divisions except for PreK3 and VPK must be in attendance for at least 90% of any given marking period. Full tuition and fees are still warranted in all cases.
- 12. Acknowledgement, Agreement, & Acceptance of MAGO Policies**— the parent/guardian signature on the registration or re-enrollment form affirms acceptance of the current policies the Academy enforces. Should the parent or guardian, for whatever reason choose not to accept the changes or object to the amendments therein, MAGO may choose to prohibit the student from attending.

The medium of instruction at MAGO is English. Therefore, all students must be able to speak, read, write and understand according to their grade levels. Those who are not yet able to do so are encouraged to improve their command of English language before seeking admission at MAGO.

Admission Process

- 1.** Admission Form-Complete the application at www.magorlando.net/admission and provide all the documents.
- 2.** Record Verification-Admission committee will review all the records submitted. Admission committee reserves the right to request additional records if necessary.
- 3.** Assessment Test-Applicant students will take assessments which cover Math and Language Art.
- 4.** Student Interview –Students will have an entrance screening interview with either the administration or Principal. At least one parent must be present at the time of the interview.
- 5.** Acceptance Letter/Email- Upon acceptance, an official admissions letter or email will be sent to the parents.