



# Shatibiy Institute Deposit Policy

## 1. Introduction

Shatibiy Institute is committed to providing students with a structured and engaging learning environment, ensuring they achieve success through regular attendance, active participation, and timely completion of coursework. This Deposit Policy has been established to reinforce student commitment and accountability throughout the course. The deposit serves as a financial guarantee, which will be refunded upon meeting the required conditions for successful course completion.

## 2. Purpose

The primary purpose of this deposit is to:

- Promote consistent attendance and full engagement with the course.
- Ensure students fulfil all academic and attendance requirements.
- Provide a clear incentive for students to complete courses successfully.

## 3. Terms and Conditions

- **Deposit Amount and Payment:**
  - A refundable deposit of £100 is required from each student (or their parents) at the time of enrollment.
  - The deposit must be paid in full before the student begins attending any classes.

- **Coverage:**
  - The £100 deposit covers all courses offered by Shatibiy Institute, including any additional materials or assessments provided during the course.
  - One deposit is sufficient to enrol in multiple courses within the same academic year.
  
- **Refund Conditions:**
  - The deposit will be refunded in full upon the successful completion of the course(s).
  - Successful completion is defined as:
    - **Attendance:** The student must attend at least 80% of all classes.
    - **Academic Requirements:** The student must complete all coursework and exams.
    - **Pass Marks:** The student must achieve a minimum pass mark of 50% across all assessments, exams, and coursework.
  
- **Graduation and Refund Timeline:**
  - The deposit will be refunded on the graduation day, which generally occurs during the first week of July each year.
  - Only students who meet all the requirements for successful completion, as outlined above, will be eligible for a full deposit refund.
  
- **Exemptions:**
  - Students who are also teachers of the course(s) are exempt from paying the deposit.
  
- **Failure to Meet Completion Criteria:**
  - If a student does not meet the required attendance or academic standards, the deposit will **not** be refunded.
  - In such cases, the deposit will be retained by Beaumont Leys Masjid and used for the Masjid Construction project.

- **Deposit Holding:**
  - All deposits will be securely held in the Beaumont Leys Masjid's account and managed in line with the Masjid's financial policies.

## 4. Accountability and Transparency

Shatibiy Institute is committed to maintaining transparency in the management of deposits. Students will be given clear information about attendance requirements, coursework deadlines, and exam expectations at the start of each course. In case of any discrepancies regarding course completion, the Institute will provide a fair and transparent process for addressing concerns.

## 5. Conclusion

This Deposit Policy is designed to promote commitment and successful course completion. By ensuring that students are financially and academically invested in their education, Shatibiy Institute strives to foster an environment where every student can thrive. The refundable deposit model provides an incentive for students to meet course expectations while offering accountability for those who do not fulfil the required conditions.

**By enrolling in a course at Shatibiy Institute, you acknowledge and agree to the terms and conditions outlined in this policy.**