Fee Policy

Al-Baqir Centre

Review Date: 1st September 2026

Introduction:

This Fee Policy outlines the guidelines and procedures for fee payments at Al-Baqir Centre. It is essential for the efficient operation of the Centre and the provision of quality educational services to our students. All parents and guardians are required to adhere to this policy to ensure a seamless educational experience for their children.

Payment Method:

All fees must be paid online to Al-Baqir Centre's bank account or in cash to the admin.

Account Name: Al-Baqir Community Centre Ltd
Sort Code: 60-11-01
Acc Number: 24743992

Fee Schedule:

Fees are due at the beginning of each month for all programmes, and parents or guardians are expected to make the payment on or before the specified due date.

Fees will be collected regardless of whether the child has attended classes during the month. The Centre's resources, facilities, and educational services are committed and allocated for the entire academic year, irrespective of individual attendance. Therefore, fees are non-refundable and must be paid according to the fee schedule.

All fees are subject to review at the end of each academic year.

Late Payment:

Unauthorised late payment of fees may result in penalties. It is the responsibility of parents and guardians to ensure timely fee payments to avoid any disruptions in their child's education.

Fee Receipts:

Once the fee payment is successfully processed, parents and guardians will receive a receipt via email/phone. It is advisable to retain these receipts for future reference and record-keeping.

Communication:

In case of any concerns or queries regarding fee payments, parents and guardians are encouraged to contact the Centre's administration office. Clear and open communication is vital to resolving any issues related to fees promptly.

Non-Compliance:

Non-compliance with the Fee Policy may result in administrative actions, including but not limited to the suspension of a student's attendance until the outstanding fees are settled.

Fee Subsidy:

We understand that some applicants may face challenges in paying the full fees for various programmes. In such cases, we have a fee subsidy programme in place. Applicants facing financial hardship must apply for fee assistance, and upon approval, the Centre will subsidise a portion of the fees at its own discretion. We believe in fostering a supportive community where all students can excel and grow, regardless of their financial circumstances.

Modification of Fee Policy:

Al-Baqir Centre reserves the right to modify or update this Fee Policy as needed. Any changes to the policy will be communicated to parents and guardians through official channels.

By enrolling a student at Al-Baqir Centre, parents and guardians acknowledge their understanding and agreement to abide by the terms and conditions outlined in this Fee Policy.

For any further information or assistance, please contact:

Phone: 07494 757840
Email: admin@albaqir.co.uk

Disclaimer:

This document is intended for informational purposes only and does not constitute legal advice. Al-Baqir Centre retains the right to make changes to the Fee Policy at its discretion. Parents and guardians are advised to refer to the latest version of the policy available on the Centre’s official website.