



August 1, 2022.

Assalaamu Alaykum, dear students and parents.

Welcome to NHA's 2022-2023 hifz program! We are excited about offering both online and on-site options to our students. In order to ensure the best learning experience, kindly observe the following program guidelines.

- Students are expected to start and end class promptly. Our teachers have other after-school commitments, so please be respectful of their time.
- Parents must inform their child's teacher at least 1-2 days in advance regarding any expected absence - and as soon as possible, regarding any unexpected circumstances that might impact class attendance.
- Parents are expected to supervise their children while they use electronic devices for online class (e.g., smartphones, tablets, laptops, etc.)
- Online students are expected to have their video/camera turned on during the entire duration of class.
- Juz testing with Sh. Zakariae ElMekkaoui will be in person. If distance or health concerns necessitate virtual Juz testing, parental presence will be required.
- There will be short breaks during the full-time program and one long break (to be determined mutually between the students and teachers during the first two weeks).
- Parents and teachers are expected to check in at least once a month regarding class experience and each student's hifz progress.
- A customized, daily student hifz progress spreadsheet has been shared with all parents – please check your child's progress regularly.
- Students are expected to attend, keep a notebook, and come prepared to the weekly Tarbiyah and Tajweed classes.
- Please direct all administrative questions (e.g., enrollment status, billing cycle, etc.) to NHA's administrator, Sr. Sana Alhakim, at [sana.alhakim@mcabayarea.org](mailto:sana.alhakim@mcabayarea.org)
- General inquiries may be sent to the NHA Committee at [hifzschool@mcabayarea.org](mailto:hifzschool@mcabayarea.org)

Happy memorizing,

NHA Staff & Administration