



THE WORLD  
FEDERATION  
OF KHOJA SHIA ITHNA-ASHARI MUSLIM COMMUNITIES

## Terms and conditions for Madinah and Bab al-Ilm courses

### Fees and Payment

Course Fee – Payment should be made on time, and the application deposit is non-refundable if successful applicants withdraw in the last 2 weeks before the course starts. If the participant can't attend for medical reasons, they have to submit medical proof to the World Federation Office, and in such circumstances, a full refund will be provided.

### The course fee does not include the following:

- Transportation to and from the home city airport
- Pocket money, souvenirs
- Health insurance
- Medical expenses
- Shopping
- Airport pick-up/drop off outside of stated course time frames and locations

**Note:** Participants should indicate while completing the application form if they have special dietary or medical requirements. We will strive to arrange for special meals, however, if any special food is required, please make sure to carry them with you. Participant will be responsible for bringing any necessary required medications for allergies or other medical conditions.

The course fee has remained the same for the past 4years and is charged at the bare minimum that we expect to cover our costs. Please be aware that if there is any surplus (for example, due to favourable exchange rates), this will be carried forward in order to benefit participants in future courses.

### Safety:

In case of injury/accident during the course, the participant will be taken to the hospital. If their health is determined to be serious, or such that in the view of the organisers, they will be unable to continue the course with full capacity, the participant will be sent back home. The participant will be responsible for covering the return expense.

**It is mandatory for all participants to obtain travel/health insurance for the trip. If you have applied via your regional federation, please check if the cost includes travel insurance with appropriate medical cover.**



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### **Security:**

The World Federation of KSIMC does not accept responsibility for attendees' personal belongings or valuables. Please do not bring expensive jewelry, iPods, mobile phones or any electronic devices. Upon arrival, mobile phones will be collected and will be returned at the end of the trip. The use of mobile phones is not permitted whilst on the course, even as a MP3 device or as a camera.

### **Communication Policy:**

The use of phones and electronic gadgets (except standalone cameras) is strictly prohibited during this course, to help them focus and benefit most from this spiritual journey and to minimize distractions.

Participants will be allowed to email their parents on an occasional basis depending on the course schedule. All parents will be updated on a daily basis via email, social media, and website posts on the activities and experiences of the participants.

Meeting with relatives in Iran may be allowed with permission and prior arrangement, if the course schedule and circumstances allow.

### **Disciplinary Action:**

The World Federation of KSIMC reserves the right to remove any attendee from their course should their behaviour be deemed inappropriate. In such event, no refund of course fees or other costs will be made.

Breach of any of these terms and conditions will lead to action being taken by the mentors and The World Federation of KSIMC's Team. This can vary from:

- \* Verbal warning
- \* Written warning and consultation with the WF and / or the parents of the student
- \* Penalization (imposed at the discretion of the organizers)
- \* Exclusion

### **Acceptable behaviour:**

During this course, appropriate Islamic behavior must be followed at all times (respect rules and regulations of the course, willingness to learn and improve, striving to be a model for others and



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appreciating the hard work put in by everyone involved). Please be patient with the mentors and do respect the decisions of the organisers.

Keen and enthusiastic participation must be shown in all programmes including asking questions and taking notes.

All participants must be punctual. If there is a genuine reason for being late, please inform the mentors about this.

Participants are not allowed to leave the premises unless there is a valid reason. For their safety and security, they can only do so in the company of a mentor.

**Participants must cooperate as part of the group rather than following their own schedule.**

**Dress Code:**

All participants must maintain a smart, presentable and appropriate appearance at all times when attending training courses.

***Boys: (Outside)***

Must not wear jeans, short sleeve t-shirts or tracksuit bottoms (bearing in mind the culture and holy places that will be visited). Long sleeves must be worn at all times except during sports.

**Recommended clothing:** Khanzus / Dishdashas

***Girls: (Outside)***

Must observe full hijab including non-transparent socks, no application of makeup and no application of perfume. Women will receive Iranian chadoors – however, if you are in possession of one already, please bring it with you.

***Boys: (Inside)***

Short-sleeved t-shirts will be permitted in the accommodation (bedrooms and bathrooms). Jeans are not permitted outside the accommodation.



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***Girls: (inside)***

Full hijab will not be necessary inside the accommodation. However, girls must restrain from wearing shorts and sleeveless tops.

Students must not wear any tight fitting clothes. Mentors will not be responsible for any incidents resulting in breach of these terms and conditions.

**IMPORTANT:** Students must refrain from any mixed male and female interactions. All students must observe Islamic behavior and any violation of this will be taken seriously and dealt with according to WF regulations.

**List of items to take for the trip:**

- Small back pack/pouch
- Camera
- Dua/Ziyarat book
- Lucozade/Glucose tablets
- Toiletries
- Slippers
- Swimwear
- Toiletries
- All necessary clothing including undergarments and socks
- Walking shoes/Trainers and Sandals: suitable for mountain climbing and sports.
- Necessary medication for sore throat, vomiting or diarrhea – if you have any prescribed or non-prescribed medication that is needed during the trip, please bring them clearly labelled with your full name.

**Note:** Expenses such as laundry, shopping and extra luggage will not be covered. We believe a max of £250 will be sufficient additional spending money. All else is included in the trip.

**Media Consent:**

During the course we will take photographs and videos. We may use these images and video footage on our website and social media to promote the course. The photographs taken by the organizers may also be shared with the student's parents, donors and regional partners.

*Thank you for your cooperation.*