



THE WORLD  
**FEDERATION**  
OF KHOJA SHIA ITHNA-ASHARI MUSLIM COMMUNITIES

## Madinah and Bab al-Ilm Summer Course **Terms and Conditions**

### Fees and Payment

Your application for the course is considered once the application form and the other necessary documents have been received and the deposit requirements have been fulfilled. We then undertake a formal selection process.

Payments must be made promptly as your place is only guaranteed once full payment has been received. The application deposit is non-refundable if successful applicants withdraw in the last 2 weeks before the course starts. If the participant cannot attend for medical reasons, they must submit medical proof to The World Federation; in such circumstances, a full refund will be provided.

We reserve the right to alter course dates and locations where necessary without liability. We will endeavour to give the participant as much advance notice as possible of any such change via the participant's email address provided at the time of booking. If the participant is unable to attend the course at a revised date or location, we will credit 100% of their course fees against a future course or, if requested, refund those fees. In the event the course is cancelled by us and we are unable to provide an alternative course, we will refund the course fees in full.

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

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



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The course fee is charged at the bare minimum to cover our costs only. If there is any surplus at the end of the course (for example, due to favourable exchange rates), it will be carried forward to benefit future participants.

### Accessibility and Special Dietary and Medical Requirements

Applicants must indicate on the application form if they have accessibility or special dietary or medical requirements. We will strive to arrange for special meals; however, alternatives will not always be available and so participants should bring some of their own food as backup.

Participants will be responsible for bringing their own medication for allergies or other medical conditions.

### Safety

In case of injury or accident during the course, the participant will be taken to a 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, the participant will be sent back home. The participant will be responsible for covering the return expenses.

It is mandatory for all participants to obtain travel and health insurance for the trip.

### Security

The World Federation does not accept responsibility for attendees' personal belongings or valuables. Participants must not bring hand-held games, expensive jewelry, or other expensive items. Upon arrival, mobile phones will be collected and will be returned at the end of the trip. On occasions during the course, mobile phones will be given back to participants for limited periods.

### Internal Transportation

The mode of internal transportation is solely at the discretion of the organisers.



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## Communication Policy

All parents will be updated on a regular 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 reserves the right to remove any participant from the course should their behaviour be deemed inappropriate. In such an 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 Team. This action could be:

- Verbal warning
- Written warning and consultation with the WF and / or the parents of the student
- Penalisation (imposed at the discretion of the organisers)
- Expulsion from the course

In case of expulsion from the course, the return expenses are to be borne by the participant/parents.

## Behaviour and Attitude

The behaviour and attitude that is expected from participants is summarised as follows:

1. Observing the laws of Islam
2. Observing the laws and customs of Iran
3. Observing the rules and regulations of the course
4. Being willing to learn and improve spiritually, educationally, and personally
5. Striving to be a model for others
6. Being patient with the organisers, mentors, and volunteers, and appreciative of their work
7. Taking a keen part in all programmes, including asking questions and taking notes



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8. Being punctual at all times. If there is a genuine reason for being late, the participant must inform their mentor
9. Not leaving the premises or any activity without permission

### Dress Code

Participants must dress modestly in accordance with Islamic law and maintain a smart and respectful appearance.

Outside the accommodation, **boys** must not wear jeans, short sleeve t-shirts, or tracksuit bottoms (bearing in mind the local culture and the holy places that will be visited). Khanzus can be worn. Tight-fitting clothes, shorts, and sleeveless vests are not permitted outside the accommodation.

The dress code for **girls** is full hijab (including non-transparent socks), ensuring that one's hair, arms, and feet are fully covered. Makeup and perfume must not be applied. Only black coloured scarfs and shelas are permitted. Girls are also required to wear hand socks (these will be available for purchase in Iran for those who do not have any) and an Iranian chador. The Iranian chador will be provided on the second day. Inside the accommodation, full hijab is not necessary but shorts, sleeveless tops, and tight-fitting clothes are not permitted. Girls are required to enter and exit Iran in their abayas.

### Media Consent

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

*Thank you for your cooperation.*