



# MINARET COLLEGE

Islamic College of Melbourne South and East

28 June 2024

Assalamu alaikum wa Rahmatullahi wa Barakatuh families,

InshaAllah this letter finds you in the best state of health and iman. Alhamdulillah, we have reached the mid point of your child's school year, and I hope it has been a fruitful one thus far. I am sending this letter to provide you with some important updates and reminders.

## Revisions to the College Promotion Policy

In our constant effort to ensure that our students are able to reach their full potential, we have made some revisions to the Student Promotion Policy. I encourage you to familiarise yourself with this policy and the promotion criteria, as it may affect students' progress to the next year level. To read the Student Promotion Policy, click [here](#).

Our College Policies are available on the Minaret College website. Please click [here](#) for the full list of policies.

## Student Winter Jackets

As an alternative to the softshell jacket, we have made arrangements for a factory in China to produce thicker winter jacket that is warmer for students. These jackets will be sold directly by the College to keep costs low. Samples will be available at all campuses from next week, and you will be able bring your child in to try on the jackets for size. You will then have to complete the order form and make payment at reception. We encourage you to do this during the upcoming term break.

The jackets will be available for collection within 2 business days. You may choose to either collect it from the reception at your child's campus, or have it delivered to your child in class. The price of the jackets is as below:

Size	Price
Size 5 to Small	\$65
Medium to 6XL	\$75

## Increase in School Fees

In order to cope with rising costs, school fees will be increased by 5% from the start of the 2025 school year. School fees are payable on an annual basis and fees that are paid in full, by the due date will be eligible for a 10% discount. The College offers means tested fee concessions on a case-by-case basis to families facing financial hardship.

## Admin Operating Hours

During the term break (weekdays from 1 – 12 July), the reception at Springvale and Officer campuses will be staffed between **9am and 3pm**. Doveton Campus reception will be closed. Should you need to come in to make payments or to try on student winter jackets, you will be able to do so at the Springvale or Officer campuses.

### OFFICER CAMPUS

67 Tivendale Road Officer VIC 3809  
T 03 5943 2058

### SPRINGVALE CAMPUS (HEAD OFFICE)

36-38 Lewis Street Springvale VIC 3171  
T 03 9574 0567

### DOVETON CAMPUS

146 Kidds Road Doveton VIC 3177  
T 03 9238 4200

**Other Matters**

1. Students will return to school on **Tuesday 16 July**, as Monday is a designated professional development day for teachers.
2. We have noticed several bouts of severe winter flu since the start of the season. When school reopens in Term 3, we would like to remind you to keep your children at home if they have symptoms, and only send them back to school when they are completely well.

Finally, I wish all our Minaret students and families a restful term break. I hope you find some time to recharge before the start of the second half of the school year. May Allah (SWT) keep us all in the best of health and iman. Ameen.

Kind regards,



**Mohammed Taksim**

Executive Principal