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GENERAL STATEMENT & PUBLIC NOTICE

IOK Seminary is a private, nonprofit institution in Diamond Bar, California. It has approval to operate by the Bureau for Private Postsecondary Education, which ensures that it complies with the standards established under the law of California. IOK Seminary is applying for eligibility from the Senior College and University Commission of the Western Association of Schools and Colleges (WASC).

Prospective students are encouraged to review this catalog prior to signing an enrollment agreement. Prior to enrolling, students are required to receive a school catalog. Print or electronic versions of this catalog are available to any person at any time upon request.

IOK Seminary updates the catalog annually, and as required by changes in institution policies and procedures or in government rules and regulations.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at P.O. Box 980818 West Sacramento, CA 95798-0818, www.bppe.ca.gov, phone: (916) 431- 6959, fax: (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau's website: www.bppe.ca.gov.

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MESSAGE FROM THE DEAN

One of the greatest needs of Muslim communities throughout America is qualified Islamic scholarship - Islamic Scholars who are trained and equipped to deal with the unique issues we face as Muslims living in America. We need teachers, mentors, chaplains, youth directors, scholars, and community leaders who have a deep understanding of the Islamic academic tradition along with an understanding of the culture, norms, customs, and traditions of the society they live in.

Through the grace and blessings of God, the IOK Seminary was established with the goal of educating and training the next generation of American leaders - both men and women, to serve their communities as scholars, leaders, and practitioners of the moral teachings of Islam. In the past, students who wanted to pursue the Islamic Science used to have to take time off from their academic education and travel overseas from six to eight years, or even longer. For most students, this is not feasible or practical. Fortunately, the IOK Seminary gives students the opportunity to pursue scholarship in traditional Islamic Studies while concurrently completing their other academic education. Students should not

have to sacrifice their professional careers to pursue advanced Islamic Studies. They should be able study Islam in a formal and structured manner while simultaneously pursuing careers as doctors, engineers, lawyers, teachers, therapists, journalists or anything they may want to be.

We strive to have our students achieve a balance between the academic tradition of Islam and its practical application in today's world. They should be able to contextualize what they're studying in our rich tradition and make it relevant to their lives in the hopes that they serve as the exemplary role models and mentors in which others can be inspired through.

Our future in America is bright, and it is our intention that our students play a role in shaping and guiding our community as we continue to move forward.



SHAYKH FURHAN ZUBAIRI

INTRODUCTION TO IOK SEMINARY

The IOK Seminary was established in 2010 with the goal of educating and training the next generation of Muslim American leaders, Imāms, chaplains, teachers, and scholars to serve the religious and spiritual needs of their communities. It is a unique program that offers a one-year certificate in Islamic and Arabic studies, a two-year Associate's degree in Islamic and Arabic studies, a four-year Bachelor's degree in Islamic and Arabic studies, and a Master's program which includes an Ijāzah (Authorization) in teaching and transmitting hadīth. One of the notable aspects of the IOK Seminary is the diversity of its faculty, which consists of scholars who were trained in the traditional Islamic Sciences from institutions of higher learning throughout the world, including Madinah University, Al-Azhar, and Dār Al-'Ulūm. This diversity creates a rich academic environment, exposing students to different approaches, perspectives, and understandings of the Islamic tradition.

MISSION

The IOK Seminary aims to educate and train the next generation of Islamic thought leaders and scholars by combining a classical understanding of Islam with contemporary scholarship. We strive to foster a healthy understanding of our sacred tradition and its application in modern day society that will help our graduates morally and ethically serve their communities as leaders through public and civic service.

WHO IT'S FOR & HOW IT WORKS

The IOK Seminary is for sincere, highly-motivated and dedicated individuals who want to pursue higher Islamic Studies without having to travel abroad or sacrifice their university studies. Enrollment is limited and based on a selective process, including, but not limited to, an interview, admission's essay and assessments.

FACULTY

Our faculty is made up of a diverse team of scholars who have graduated from the most prestigious Islamic Universities and Institutions throughout the world. In addition to acquiring traditional training in Islamic and Arabic Studies abroad, they have also graduated from or attended universities here, which gives them a deep understanding of the society and culture we live in. This unique combination creates a dynamic faculty that understands how to contextualize the tradition they're trained in.



SHAYKH FURHAN ZUBAIRI DEAN OF SEMINARY

Shaykh Furhan Zubairi was born in 1983 in Indianapolis, Indiana. Shortly thereafter, he moved and spent most of his youth in Southern California, graduating from high school in Irvine in 2001. He began his pursuit of Islamic knowledge and spirituality at the Institute of Knowledge (IOK) in 1998, where he started the memorization of the Qur'an and studied the primary books in the Islamic Sciences and Arabic language. After starting college, he took a break and went to Karachi, Pakistan, for 9 months to complete the memorization of the Qur'an at Jāmi'ah Binoria. He returned home and completed his B.S. in Biological Sciences from the University of California, Irvine in 2005. He then traveled to Egypt to further his studies of the Arabic language. Thereafter, his pursuit of Islamic knowledge led him back to Pakistan, where he completed a formal 'Ālamiyyah degree (Masters in Arabic and Islamic Studies) at the

famous Jāmi'ah Dār Al-'Ulūm in Karachi. He has obtained numerous ijāzāt (traditional licenses) in the six canonical books of hadīth, as well as the Muwaṭa of Imām Mālik and Imām Muḥammad, and has also received certification in the field of Islamic Finance. Shaykh Furhan Zubairi serves as the Dean of the Seminary and Extension Programs at the Institute of Knowledge in Diamond Bar, CA. He regularly delivers sermons and lectures at various Islamic Centers and events in southern California.



SHAYKH AHMAD ALKURDY

Shaykh Ahmad AlKurdy is an alumnus of the Islamic University of Medina with a BA from the Faculty of Law. He received his formal training in the study of Islam and the Arabic language in Syria, Saudi Arabia, and Southern California. He was raised in the San Fernando Valley, and is a former student of the University of California at Riverside. While studying abroad, he regularly

returned home and served the local community in LA County, Orange County and the Inland Empire. He has served the community in multiple capacities and has been a regular guest speaker and lecturer at numerous Islamic Centers, colleges and events. After spending ten years in the Prophet's City of Madinah, he has returned home to Southern California and joined the Institute of Knowledge (IOK) in Diamond Bar as an Instructor in the Seminary and Extension Programs, as well as a University Chaplain. He is also an Instructor and Faculty Member for the New Muslim Academy (NMA).



SHAYKH JIBREEL SPEIGHT

In America, Jibreel Speight studied electrical engineering. After working with various companies as an engineer, he and his family left America and pursued Islamic studies at Umm Al Qura University in Mecca where he earned degrees in Judicature and Islamic Legal Theory. Beyond his university studies, he memorized the Quran and learned other Islamic disciplines including an in depth study of the Maliki school of law. Along with his professional career as an engineer, he worked as an instructor and lecturer at some Saudi Arabian colleges and universities. Jibreel Speight is originally from Brooklyn New York. He accepted Islam over 25 years ago.



SHAYKH AHMED BILLOO

Shaykh Ahmed Billoo was born and raised in Southern California, and by God's grace, he memorized the Qur'an at a young age. He has been active with various organizations and Islamic Centers for several years, delivering sermons, lectures, and leading prayers. He studied in Cairo, Egypt in 2006, and in 2007 was granted a scholarship to study at the Islamic University of Madinah. He completed an associate's degree in the Arabic language and then went on to graduate from the College of Sharia (Islamic Jurisprudence). He currently resides in Southern California with his wife and daughters, serves as the Religious Director of the Islamic Center of Cypress, and is an instructor at the Institute of Knowledge Seminary in Diamond Bar, California.



SHAYKH OMAR QURESHI

Shaykh Omar Qureshi graduated from the

University of California, Irvine with a bachelor's degree in Economics. He then moved to Damascus, Syria where he obtained a diploma in Arabic and Islamic Studies from the Abu Nour Seminary, and obtained licenses in other fields of Islamic knowledge through independent studies with prominent scholars. He also completed his degree from the Faculty of Shariah at al-Azhar University in Cairo, Egypt. Currently Sh. Omar is pursuing his doctorate in Islamic Studies from the University of Southern California (USC). His research interests include a comparison of the Hanafī legal schools of Iraq and Central Asia in the 10th and 11th century, the development of Sunni legal theory in the formative period, Islamic legal philosophy, the Māturīdī theological school, and the intellectual history of the Arabic-Islamic world.



SHAYKH JAMEEL BESADA

Shaykh Jameel Besada was born and raised in Southern California, and converted to Islam in 2003. He graduated from UCSD in 2007 with a major in Spanish Literature and minor in International Migration Studies. Thereafter, he traveled to the Prophet's city of Madinah to study at the Islamic University of Madinah, where he graduated from the College of Shariah in 2017. Currently, he is the Associate Religious Director at the Islamic Society of Corona-Norco (ISCN),

an instructor at the Institute of Knowledge (IOK) Seminary, and Associate Chaplain serving the Muslim student community at Cal State University of Long Beach (CSULB).



SHAYKH OMAR HUSAIN

Omar Husain serves as the Religious Director at MCECC in San Antonio, and is a Licensed Professional Counselor-Intern. He attended the University of Illinois at Chicago, on a tennis scholarship, and graduated with a degree in Information Sciences. He then travelled to Toronto, Canada where he studied the Arabic language and began studying the Islamic sciences. After returning to the United States he worked as a business analyst. During this time, he was blessed to complete his memorization of the Quran. He then travelled to Cairo, Egypt, after being accepted to the esteemed Al-Azhar University, the oldest institute of Islamic learning in the world, where he graduated from the College of Islamic studies and Arabic.

In addition to creating programming for the MCECC, he actively participates in youth initiatives, and university Muslim Student Associations study circles, as well as delivering khutbas (sermons), lectures, and conducting classes to a broad audience. He has translated the masterpiece of Imam Jalāl ad-Dīn Suyūfī,

Al-Itqān Fī U'lūm al-Qur'ān "Towards Perfecting the Qur'ānic Sciences." As learning is never done, he is also currently a Doctoral student at the University of Texas at San Antonio, where he resides with his family.



SHAYKH HASHIM AHMAD

Shaykh Hashim Ahmad is an American Islamic Scholar and Teacher holding a degree from Jāmi'ah Umm al-Qura, Makkah al-Mukarramah, with a specialization In the Sciences of Quran and Hadith, as well as an MA in Islamic Culture from the University of Sindh, Pakistan. He has also obtained Ijāzāt from many Traditional Scholars whom he studied with.

In 1985 deputed by late Shaykh Abdul Aziz Bin Baz, Grand Mufti of SA, as a teacher to Jāmi'ah al-'Ulūm al-Islāmiyyah, Karachi. He served at the prestigious Institute teaching various Islamic Sciences In the Arabic medium from 1985-1992. From 1992 onward he taught at Madrasah 'Ā'ishah Şiddiqah Premier Institute for Women's Education In Karachi, and later at one of its branches, Madrasah Maryam.

Shaykh Hashim currently serves as the Religious Director at Darul Falah in Tustin, CA and as a Seminary Instructor at the Institute of Knowledge.



USTADHA Yafa AWEINAT

Born and raised in Arizona and Southern California, Ustadha Yafa Aweinat has been teaching the recitation, memorization, and meaning of the Qur'an in many different capacities for the last decade. She completed the memorization of the Qur'an in 2009 and since then has continued her study of the science of tajweed and the different recitations of the Qur'an under various teachers. In 2011, she graduated from the Bayyinah Dream program which focused on learning Qur'anic Arabic. Yafa also completed her Bachelor's Degree in Ethnic and Women's Studies from Cal Poly Pomona in 2012.

Having grown up in a religiously and ethnically diverse family, Yafa is passionate about sharing the message of Islam and has worked in the field of dawah with organizations like WhyIslam for the past fifteen years. She is particularly passionate about connecting with young Muslims and has taught at youth groups, MSAs, and special youth-tailored events. She has also given lectures, conducted workshops, and planned specialized events for women in Southern California. Yafa currently teaches at the Islamic Institute of Orange County, the Islamic Center of Claremont, and the New Muslim Academy. She also now serves as an Associate Chaplain with Shaykh Ahmad Alkurdy at the University of California Riverside (UCR).

OFFERINGS & REQUIREMENTS

PART-TIME OFFERINGS

CERTIFICATE IN ISLAMIC STUDIES

The certificate program is designed for full-time college students, working professionals, stay-at-home adults, and life-long learners, enabling them to conveniently pursue Islamic Studies on a part-time basis. It is for anyone who wants to enrich their knowledge, understanding, and practice of Islam. The certificate program offers

courses that will establish a foundational level of literacy in the major branches of Islamic Studies, including but not limited to theology, creed, Qur'anic studies, hadīth studies, Islamic jurisprudence (fiqh), spirituality, and history. Credit earned through the part time program can be applied towards the Associate's degree.

CERTIFICATE REQUIREMENTS: *24 units*

CRD-102, QRN-101, QRN-102, QRN-103a, QRN-103b, HDT-101, HDT-102, JRP-101, JRP-102, JRP-103, SRH-101, SPR-101

CERTIFICATE IN ARABIC

IOK's certificate in Arabic Language is designed for students who want to gain a deeper understanding of the Qur'ān and Sunnah through its native language. The goal of the program is for students to achieve an intermediate level of proficiency in grammar, morphology, and vocabulary that will help them read books with comprehension. The course will focus on providing students with the skills and tools needed to analyze and understand Qur'anic passages as well as read texts in Arabic without

vowels. Applicants must be able to read the Qur'ān at an elementary level.

The program is for high school and university students as well as working professionals who are willing to dedicate their time to a serious study of the Arabic Language.

The Program consists of three courses that are three trimesters each: LQA-101, LQA-102, LQA-103 or ARB-201

CERTIFICATE REQUIREMENTS: *18 units*

LQA-101, LQA-102 and a choice between LQA-103 or ARB-201

FULL-TIME OFFERINGS

ONE-YEAR DIPLOMA IN ARABIC & ISLAMIC STUDIES

The diploma program offers courses that will establish a foundational level of literacy in the major branches of Islamic Studies, including but not limited to Arabic, Theology, Quranic Studies, Hadīth Studies, Islamic Jurisprudence (fiqh), Spirituality, and History. The goal of the certificate is to develop a solid foundation in the

Arabic language and the major Islamic Sciences.

The program will also address common objections raised against our faith and tradition through guided readings of papers, forums, and discussions.

DIPLOMA REQUIREMENTS: *36 units from IOK Seminary*

| | FALL | SPRING |
|--------|---|--|
| YEAR 1 | Arabic 101 · Islamic Law 101 · Hadith 101 · Quran 101 · Creed 102 | Arabic 102 · Islamic Law 102 · Hadith 102 · Quran 102 · Seerah 101 |

ASSOCIATE'S DEGREE IN ARABIC & ISLAMIC STUDIES

The Associate's Degree in Arabic and Islamic Studies is designed for students who want to seek knowledge in a formal and structured manner, but do not have the opportunity to spend a number of years traveling and studying abroad. Ideally, it is for high school or college students in transition, who have passion for a serious study of Islam and Arabic. The program will give them a functional grasp of the Arabic

language, as well as a detailed introduction to the foundational Islamic Sciences including 'Ulūm al-Qur'ān (Qur'ān Studies), 'Ulūm al-Hadīth (Hadīth Studies), Fiqh (Jurisprudence), Usūl al-Fiqh (Principles of Islamic Jurisprudence), and Tazkiyyah (Spirituality).

The program will also address common objections raised against our faith and tradition through

OFFERINGS & REQUIREMENTS

guided readings of papers and discussions. After completing the degree, students will be able to deliver lectures and sermons, lead study circles, teach introductory courses, and serve as

after school or weekend-school Islamic Studies teachers while simultaneously pursuing their careers.

ASSOCIATE’S REQUIREMENTS: 68 total units. 68 units from the IOK Seminary; memorization of Juz Amma

| | FALL | SPRING |
|--------|---|--|
| YEAR 1 | Arabic 101 · Islamic Law 101 · Hadith 101 · Quran 101 · Creed 102 | Arabic 102 · Islamic Law 102 · Hadith 102 · Quran 102 · Seerah 101 |
| YEAR 2 | Arabic 201 · Islamic Law 201 · Hadith 201 · Quran 201 | Arabic 202 · Islamic Law 202 · Hadith 202 · Quran 202 |

BACHELOR’S DEGREE IN ARABIC & ISLAMIC STUDIES

The bachelor’s degree program builds off the associate’s degree and is for those students who want to pursue a path of scholarship in Arabic and Islamic studies. The bachelor’s degree is designed to be equivalent to four years of study in a traditional Islamic Studies seminary or

university. Careful attention is given to helping the student achieve proficiency and mastery of necessary classical texts and subject matter, contextualizing it, and training them to serve their communities through teaching, writing, and service.

BACHELOR’S REQUIREMENTS: 120 units. 120 units from the IOK Seminary; memorization of Juz Amma, 1 unit of CPR

| | FALL | SPRING |
|--------|---|--|
| YEAR 1 | Arabic 101 · Islamic Law 101 · Hadith 101 · Quran 101 · Creed 102 | Arabic 102 · Islamic Law 102 · Hadith 102 · Quran 102 · Seerah 101 |

| | | |
|------------------------------|---|--|
| YEAR 2 | Arabic 201 · Islamic Law 201 · Hadith 201 · Quran 201 | Arabic 202 · Islamic Law 202 · Hadith 202 · Quran 202 |
| YEAR 3 | Arabic 301 · Islamic Law 301 · Hadith 301 · Quran 301 | Arabic 302 · Islamic Law 302 · Hadith 302 · Quran 302 |
| ADDITIONAL COURSEWORK | Humanities 101 · Social Sciences 101 · Quran Memorization 1 · Humanities 106 (Academic Writing) | Humanities 104 · Social Sciences 102 · 1 unit of CPE · Quran Memorization 2 · Humanities 107 |

CERTIFICATE IN ISLAMIC CHAPLAINCY

Students who successfully complete the Bachelor's Degree may pursue a certificate in Islamic Chaplaincy by completing and passing the following additional courses:

SOC-103 **CYCLE OF LIFE**

In this course, we will explore the Islamic teachings regarding the rituals of birth and death. The course will cover a detailed explanation of loss and grief, consolation, washing the body of the deceased, shrouding the body, the funeral prayer, and burial.

HUM-102 **HISTORY OF ISLAM IN AMERICA**

When did Muslims arrive in the Americas? What is the history of Muslim immigrants in the United States? This course is an introduction to the study

of Muslims in the United States. In examining the multiple racial, cultural, and national groups that make-up this diverse community, we will question what it means to be Muslim in America.

HUM-103 **DIALOGUE & INTERFAITH RELATIONS**

Interreligious encounters, collaboration, and dialogue occur in a variety of ways and diverse contexts. This course offers an introduction to religious diversity as a feature of contemporary Muslim life, thought, and practice.

HUM-105 **INTERCULTURAL COMMUNICATION**

Intercultural Communication focuses on the importance of culture in our everyday lives, and

OFFERINGS & REQUIREMENTS

the ways in which culture interrelates with and effects communication processes. We live in an era of rapid globalization in which being able to

communicate across cultures is important to our ability to function in a diverse workplace, city, and world.

MASTER'S DEGREE IN ISLAMIC LAW & TRADITION

The Master's degree is designed to equip students with a holistic and comprehensive understanding of Islam's primary sources and how they inform and intersect with Islamic thought, theology, law, practice, morals, and ethics. The program is designed for students who have completed the IOK Seminary Bachelor's Degree in Islamic and Arabic Studies or its equivalent and are firmly grounded in the rich academic tradition

of Islam. The coursework includes a detailed study of various Qur'ānic commentaries, the hadith canon, comparative fiqh, research, and translation. The goal of the program is to prepare the next generation of thought leaders who have a deep understanding of the Islamic legal, moral, and ethical tradition that will help them serve their communities.

MASTER'S REQUIREMENTS: *52 units along with a thesis.*

| | FALL | SPRING |
|--------|---|--|
| YEAR 1 | Arabic 401 · Islamic Law 401 · Hadith 401 · Quran 401 | Arabic 402 · Islamic Law 402 · Hadith 402 · Quran 402 |
| YEAR 2 | Islamic Law 501 · Arabic 501 · Hadith 501 · Quran 501 | Islamic Law 502 · Hadith 502 · Quran 502 · Master's Thesis |

COURSE DESCRIPTIONS

CERTIFICATE IN ISLAMIC STUDIES

CRD-101 INTRODUCTION TO ISLAMIC BELIEF

Aqeedah is probably one of the most important and fundamental subjects in the study of Islam. It deals with a detailed review of the six pillars of faith, namely the belief in Allah, the angels, the revealed books, the prophets, life after death and predestination. This course is based on Imām Tahawi's pivotal text on the creed of Ahlus Sunnah. Discussions will include an in depth look at the concept of faith, its requirements, the divine names and attributes, as well as heaven and hell, free will and the divine decree.

QRN-101 INTRODUCTION TO THE SCIENCES OF THE QUR'AN

Studying the Qur'ānic sciences is essential for understanding its divine message. This course introduces the foundational topics taught in the field of Qur'ānic studies centered around various aspects of revelation as well as compilation and preservation.

Discussions will include: the causes and circumstances behind the revealed narrative, classifications of verses, methods of interpretation and even different modes of recitation, all of which are crucial in understanding this miraculous book.

QRN-102 INTRODUCTION TO TAJWEED

Imām Jazari authoritatively introduced his central poem on the subject of tajweed by stating "To observe tajweed is necessary and binding, and whoever doesn't recite the Qur'ān with tajweed is sinful." This course will cover the art of ensuring the correct recitation of the Qur'ān, an individual and binding obligation. It introduces the main rules of tajweed and provides the tools needed to help perfect one's pronunciation and develop fluency in recitation.

QRN-103A TAFSIR OF JUZ AMMA

Juz 'Amma, the 30th and last part of the Qur'ān, is perhaps the most widely read and memorized portion of the Qur'ān throughout

the Muslim world. It contains a number of short chapters that are easy to memorize and are most often recited in prayer. This course will cover a word for word translation of each verse of chapters 78-89 along with a detailed explanation of the meanings, morals and lessons that can be derived from them.

QRN-103B TAFSIR OF JUZ AMMA

This course will cover a word for word translation of each verse of chapters 90-114 along with a detailed explanation of the meanings, morals and lessons that can be derived from them.

QRN-104 THE CYCLE OF LIFE

There are a number of chapters throughout the Qur'ān that we are encouraged to recite on a regular basis because of the unique virtues and rewards associated with them. For example, Surah Yāsīn is known as the heart of the Qur'ān, Al-Ḥujurāt is known as the chapter on character and ethics. Reciting these chapters is full of reward, virtues and blessings but the main reason for their recitation is to internalize their

COURSE DESCRIPTIONS

message and use it to transform our lives. This course will cover a word for word translation and explanation of some of the most commonly recited chapters of the Qur'ān: Yāsīn, Al-Ḥujurāt, and Al-Wāqī'ah.

HDT-101 INTRODUCTION TO THE SCIENCES OF HADITH

Imām al-Nawawi رحمته الله wrote, "The science of hadīth is the most noble means of attaining nearness to the Lord of the worlds." Studying the Sciences of Hadīth is essential for a proper understanding of the transmitted words, actions, approvals and characteristics of the Prophet ﷺ. This course will introduce students to the primary subjects related to the study of hadīth including preservation, compilation, classification and criticism. It will also introduce the six authentic books of hadīth and their compilers to create a better understanding of this noble science.

HDT-102 IMAM AL-NAWAWI'S FORTY HADITH

Imām Nawawi's رحمته الله collection of forty hadīth, which actually consists of forty-two hadīth, is the most widely studied hadīth collection across the Muslim world. He selected those narrations that he felt covered the

most fundamental concepts of faith and religion. His intention behind the compilation was to be considered amongst those described in the hadīth of the Prophet ﷺ "May Allah cause to flourish a slave (of His) who hears my words and understands them, then he conveys them from me." This course will cover a detailed explanation of each hadīth.

HDT-103 PORTRAIT OF THE PROPHET

One of the greatest works produced to capture a complete portrait of the person of the Prophet ﷺ is al-Shamā'l al-Muḥammadiyahī. It was compiled by the great scholar of hadīth, Abū 'Īsa Muḥammad ibn 'Īsa al-Tirmidhī, who was one of the compilers of one of the six canonical books of hadīth, Jāmi' al-Tirmidhī. It is a collection of 397 hadīth divided into 55 chapters that capture the physical description and character of our beloved Prophet ﷺ. In this course, we will survey the text and explore a detailed study of the physical appearance of the Prophet and his noble character.

HDT-104 THE HADITH CANON

The preservation and compilation of hadīth is an extremely important topic with a unique history that we as Muslims

should be aware of and familiar with. During the 2nd, 3rd, and 4th centuries of Islam there were a number of different hadīth collections in circulation throughout the Muslim world. By the middle of the 4th century, a selection of these works were recognized as authoritative. This selection came to be known as the six books (al-kutub al-sittah) or the six authentic books (al-sihāh al-sittah), which are referred to as the hadīth canon. They are Sahīh al-Bukhārī, Sahīh Muslim, Sunan Abī Dāwūd, Sunan al-Nasā'ī, Sunan ibn Mājah, and Jāmi' al-Tirmidhī. This course will explore the preservation and compilation of hadīth and provide a brief introduction to the six books.

JRP-101 INTRODUCTION TO THE PRINCIPLES OF ISLAMIC JURISPRUDENCE

Islamic Legal Theory (Usool Al-Fiqh) is one of the most important yet most complex disciplines of the Islamic Sciences. It is considered to be a unique contribution of Islam to the study of Law. It deals with the rules and principles jurists use to derive Islamic Law from its primary sources; the Qur'ān, Sunnah, Ijma' and Qiyas. One of its main objectives is to provide jurists with a proper methodology for interpreting divine texts. This course will

provide a brief history of the development and codification of Usool Al-Fiqh. It will examine the primary and secondary sources of Islamic Law, legal rulings, how they are derived and function, as well as a brief overview of the rules of interpretation.

JRP-102 **THE FIQH OF PURIFICATION AND PRAYER**

This course is based on the classical primer of Islamic Jurisprudence, *Ascent to Felicity* (Marāqī Al-Saʿādāt), written by the 11th century Hanafī jurist Abu Al-Ikhlās Al-Shurunbulālī ؒ. The sessions will cover a detailed explanation of all of the issues related to purification and prayer and their everyday application. Students will gain a deeper and more nuanced understanding of issues related to wudhu, ghusl and all the different legal aspects of prayer.

JRP-103 **THE FIQH OF ZAKAH, FASTING, AND HAJJ**

This course is loosely based on the famous primer of Islamic Jurisprudence, *Mukhtaṣar al-Qudūrī*, written by the 5th century Ḥanafī jurist and hadīth scholar Abu al-Ḥusayn Aḥmed ibn Muḥammad al-Qudūrī ؒ. The sessions will cover a detailed

explanation of all of the issues related to zakāh, fasting, and hajj and their everyday application.

SRH-101 **LIFE OF THE MESSENGER**

This course will delve into the life and times of the final Messenger of God, Muhammad ؐ, who is the perfect model in applying Islam. It is impossible to truly know Islam or even practice it properly without knowing this man, his model of life, and his tradition. The importance of following the prophetic model and example will be illustrated by extracting practical lessons from his life. Special focus will be given on important milestones in the history of the mission including dates and names corresponding to history of revelation and regulations. The class will cover lessons, examples, benefits, and exhortations from the authoritative and authentic reports. This course will not be a simple reading of events and expeditions; rather it will cover the stories of the struggles of the early Muslims with the goal of deriving numerous moral lessons, especially living as a religious minority in the West.

SPR-101 **PURIFICATION OF THE SOUL**

Allah, the Exalted, extols His

Prophet ؐ by saying “...surely you [O Muḥammad] are indeed of a magnificent character.” Our mother ʿĀʾishah ؓ further expounded that “his character was [the embodiment] of the Qurʾān.” The Prophet ؐ emphasized the significance of good manners, informing us that “the

Seeking to elucidate this voyage, the 11th-century polymath, al-Ghazālī, discusses Islamic ethics at length in his magnum opus, *Revival of the Religious Sciences*. The author illuminates the purification process by teaching us how to diagnose and cure bad character. Furthermore, he delineates the most salient prophetic traits and the methods to embrace them. Some of the topics covered will be: envy, ostentation, miserliness, rancor, arrogance, humility, forbearance, gratitude, sincerity, reliance, and contentment with the Divine Decree.

CERTIFICATE IN ARABIC

LQA-101

This course is designed to build a solid foundation in Arabic grammar, morphology, vocabulary and essential skills needed to start reading books in Arabic. The course will primarily

COURSE DESCRIPTIONS

utilize our own in-house Arabic Language text-book series along with selected passages from the Qur'ān. The text-books focuses on building a solid foundation in grammar (nahwu) through vocabulary and exercises. After completing the course, students can expect to be at an intermediate level. They should be able to pick up the Qur'ān and recognize the words, constructions and sentence structures. Students will have the tools needed to read a book with the use of a dictionary.

LQA-102

This course is for students who have successfully completed LQA-101. is designed to build upon the foundation of the previous course by introducing verbs and morphology (şarf). The textbook for the course will be IOK's Intermediate Arabic. The text provides an overview of verbs, their conjugations, derivations, grammatical constructs within verbal sentences, and how to use an Arabic dictionary. In addition to the textbook, students will use a corresponding reader that provides short stories, practically demonstrating the rules from the textbook. Based on the students' levels, they may begin a storybook entitled Qaşaş al-Nabiyyīn (Stories of The Prophets). The purpose of the book is to practically apply grammatical

concepts, improve reading and listening comprehension, and build vocabulary.

LQA-103

This course is designed for students who have successfully completed LQA-102. This course is designed to build upon the skills of the previous course by practically applying the rules of Arabic grammar and morphology. Students will go through a number of selections from various texts, including Qaşaş al-Nabiyyīn (Stories of The Prophets), Şafwah al-Tafāsīr (The Best of All Quranic Explanations), and more. The course will also utilize books from the IOK Arabic series. Students will focus on increasing their proficiency in reading and understanding Arabic texts.

ARB-201

This course is designed for students who have completed LQA-101 and LQA-102 or have a firm foundation in Arabic Grammar and Morphology and are ready to read texts without vowels. The course is structured as a guided reading and detailed explanation of al-Tuḥfah al-Saniyyah (The Sublime Gift), which is a commentary on the famous primer on Arabic grammar al-Ājurrumiyah. Al-Ājurrumiyah is taught and

studied as a foundational book in Arabic Grammar throughout the Muslim world. This course will help refine students' skills in reading Arabic texts by focusing on improving comprehension and strengthening grammatical and morphological concepts.

ASSOCIATE'S DEGREE / BACHELOR'S DEGREE IN ARABIC AND ISLAMIC STUDIES

ARABIC 101 INTRO. TO GRAMMAR AND MORPHOLOGY

This course is based on our in-house Arabic grammar and morphology textbooks based on the IOK Arabic curriculum along with Fundamentals of Classical Arabic, which is a primer on morphology. Our in-house curriculum is a series of five textbooks that introduce the major concepts of Arabic grammar and morphology. This course will cover the first 13 lessons (Beginner Book) focusing on the parts of speech, basic sentence structure, and composition. The course will also utilize Qasas al-Nabiyyin to help develop reading and reading comprehension skills.

ARABIC 102 CONTINUING GRAMMAR AND MORPHOLOGY

This course is based on our in-house Arabic grammar and morphology textbooks based on the IOK Arabic curriculum along with Fundamentals of Classical Arabic, which is a primer on morphology. Our in-house curriculum is a series of five textbooks that introduce the major concepts of Arabic grammar and morphology. This course will cover lessons 14-24 (Intermediate Book) focusing on the parts of speech, basic sentence structure, and basic composition. The course will also utilize Qasas al-Nabiyyin to help develop reading and reading comprehension skills.

ARABIC 201 INTERMEDIATE ARABIC GRAMMAR AND MORPHOLOGY

This course will utilize a textbook in Arabic grammar entitled al-Nahwu al-Wādh (Clear Grammar). The goal of this text is to reinforce grammatical concepts, develop reading and listening comprehension, and composition skills.

ARABIC 202 CONTINUING INTERMEDIATE ARABIC GRAMMAR AND

MORPHOLOGY

This course will continue with al-Nahwu al-Wādh (Clear Grammar) with the goal of completing the entire text.

ARABIC 301 ADVANCED ARABIC GRAMMAR AND MORPHOLOGY

This course will utilize a primer in Arabic grammar entitled al-Tuḥfah al-Saniyyah Sharh al-Ājurrumiyah (The Glowing Gift: A Commentary on the Ajurrumiyah). The goal of this text is to reinforce grammatical concepts, develop reading and listening comprehension, and composition skills.

ARABIC 302 ADVANCED ARABIC GRAMMAR AND MORPHOLOGY II

This course will continue with al-Tuḥfah al-Saniyyah Sharh al-Ājurrumiyah with the goal of completing the entire text.

ISLAMIC LAW 101 PURIFICATION AND PRAYER

This course is based on a relatively recent primer of Islamic jurisprudence, Ascent to Felicity. This course will cover a detailed look into the issues and rulings related to ritual purification and prayer.

ISLAMIC LAW 102 ZAKAH, FASTING, AND PILGRIMAGE

This course will focus on the detailed rulings related to zakāh (obligatory charity), fasting, and pilgrimage utilizing the text Ascent to Felicity.

ISLAMIC LAW 201 PURIFICATION AND PRAYER

This course is based on a classical primer of Islamic jurisprudence in Arabic, Mukhtaṣar al-Qudūrī. This course will cover a more detailed look at the rulings and issues related to ritual purity and prayer while helping students develop the ability to work with texts in Arabic.

ISLAMIC LAW 202 ZAKAH, FASTING, AND PILGRIMAGE

This course will cover a more detailed look at the rulings and issues related to zakāh, fasting, and hajj.

ISLAMIC LAW 301 TRANSACTIONS

This course will cover the detailed rulings related to commercial transactions covered in Mukhtaṣar al-Qudūrī, which include: sales, currency exchange, lease, interest, collateral, trusts, partnerships etc.

COURSE DESCRIPTIONS

ISLAMIC LAW 302 **MARRIAGE, DIVORCE,** **OATHS, JUDICIARY, AND** **MISCELLANEOUS ISSUES**

This course will cover the detailed rulings covered in Mukhtaṣar al-Qudūrī related to marriage, divorce, oaths, testimony, judgments, ritual sacrifice, clothing, and some miscellaneous issues.

PRINCIPLES OF **JURISPRUDENCE 101** **INTRO. TO USUL AL-FIQH**

This course will cover a general overview of the main subjects studied in the Principles of Islamic Jurisprudence such as the sources of law and textual interpretation.

HADITH 101 **INTRO. TO HADITH** **STUDIES**

This course will introduce students to the primary subjects related to the study of hadīth including preservation, compilation, classification and criticism. It will also introduce the six authentic books of hadīth and their compilers to create a better understanding of this noble science.

HADITH 102 **CONCISE SAYINGS OF** **THE PROPHET ﷺ**

This course is based on the book Provisions for the Seekers,

which is a short compilation of concise sayings of the Prophet ﷺ related to character, virtues and encouragement. Students will learn and memorize over 40 narrations.

HADITH 201 **THE FORTY HADITH**

This course will cover a collection of forty-two sayings of the Prophet ﷺ that include the most fundamental concepts of faith and religion compiled by Imām al-Nawawī ﷺ.

HADITH 202 **GARDENS OF THE** **RIGHTEOUS**

This course will cover sayings of the Prophet ﷺ that deal with good character such as piety, generosity, patience, simplicity and humility, utilizing the hadīth collection Riyād al-Ṣāliḥīn (Gardens of the Righteous).

HADITH 301 **NICHE OF THE LAMPS I**

This course will utilize a very well-known and widely-studied collection of hadīth compiled by ‘Allāmah Walī al-Dīn al-Khatīb al-Tabrīzī ﷺ, a great hadīth scholar of the 8th century. It is a comprehensive compilation consisting of 5,945 narrations that deal with the major subjects covered in hadīth. This class will focus on the first volume that

deals with narrations related to faith and worship.

HADITH 302 **NICHE OF THE LAMPS II**

This course will focus on the second volume that deals with narrations related to marriage, divorce, financial transactions, manners, etiquettes, and virtues.

QURAN 101 **INTRO. TO THE SCIENCES** **OF THE QUR’AN**

This course introduces the foundational topics taught in the field of Qur’ānic studies centered on various aspects of revelation as well as compilation and preservation. Discussions will include: the causes and circumstances behind the revealed narrative, classifications of verses, methods of interpretation and even different modes of recitation, all of which are crucial in understanding this miraculous book.

QURAN 102 **QUR’ANIC STUDY**

This course will cover a word-for-word translation and explanation of Chapters 103-114 from the Qur’ān using part of the Ibn Saud University Arabic curriculum that focuses on the vocabulary of the Qur’ān and explaining the Qur’ān in simple Arabic.

QURAN 201 **QUR'AN EXEGESIS I**

This course will cover a word-for-word translation and commentary of selected Surahs: al-Fatihah, Al-Kahf, and Maryam from Safwah al-Tafāsīr, an accessible easy to read and understand commentary of the Qur'ān.

QURAN 202 **QUR'AN EXEGESIS II**

This course will cover a word-for-word translation and commentary of selected Surahs: Taha, Yaseen, and al-Hujurāt from Safwah al-Tafāsīr, an accessible easy to read and understand commentary of the Qur'ān.

QURAN 301 **QUR'AN EXEGESIS III**

This course will cover a detailed exegesis of parts 10-15 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

QURAN 302 **QUR'AN EXEGESIS IV**

This course will cover a detailed exegesis of parts 16-20 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

CREED 102 **PILLARS OF FAITH**

This course will focus on a detailed explanation and understanding of the pillars of faith including belief

in God, His angels, His Prophets, His books, the Last Day, and predestination using the classical text al-'Aqīdah al-Ṭahāwīyah.

LOGIC 101 **INTRO. TO LOGIC**

This course will cover an introduction to the major concepts studied in Aristotelian Logic.

QURAN **MEMORIZATION 1**

Students will be required to memorize Chapters 78-89 with fluency and proficiency.

QURAN **MEMORIZATION 2**

Students will be required to memorize Chapters 90-114 with fluency and proficiency.

HUM 101 **ISLAMIC ETHICS**

This course develops the students' capacity to identify, discuss, and reflect on the ethical dimensions of personal, social, and professional life and to understand ways to exercise responsible and productive citizenship. Students will learn the Islamic meanings and concepts of ethics along with practical applications in everyday life.

SOC 101 **ISLAMIC COUNSELING**

This course will help equip the seminary student with an introduction to the field of counseling. Topics covered will include a history of the profession from both a western and eastern perspective, practical skills and techniques for counseling community members, myths about counseling, and contentious issues in modern-day counseling and Islam.

SOC 102 **PASTORAL CARE:** **THEORY AND PRACTICE**

This course will introduce students to the process of caring for and nurturing people as exemplified by the Blessed Prophet ﷺ and his inheritors throughout Muslim history. It will present core components of pastoral and spiritual care and give students the opportunity to practice them and develop the skills involved.

HUM 104 **COMMUNITY BUILDING** **AND SOCIAL CHANGE**

Community building is the process of developing and sustaining partnerships between citizens and practitioners to bring about social change for the common good in a caring society. Emphasis in the course

COURSE DESCRIPTIONS

is given to theories, models, and action principles as well as skill development in community building. Key organizing concepts include leadership, social change, social capital, civil society, democracy, and social justice. Since social change usually emerges from the bottom, through small groups of people working together to improve quality of life in their community, the course trains students to acquire the skills needed to assist vulnerable or disadvantaged populations to develop their communities and, thereby, affect social change.

HUM-106 INTRODUCTION TO ACADEMIC WRITING

An introductory academic writing class designed to strengthen composition skills and introduce students to the practice of writing for academic purposes. It introduces basic research writing skills including: conducting research, note taking, paraphrase, summary, direct quotation, positioning, and MLA style citation. The course will place emphasis on both macro-level composition skills such as: essay structure, paragraph structure, coherence, unity; and micro-level skills such as: sentence structure, grammar, vocabulary, spelling and mechanics.

HUM-107 GLOBAL CITIZENSHIP

We are citizens of particular nation-states. We also have other communities of belonging, such as local, ethnic, and religious. How should we see ourselves as citizens of the world? How are our economic, cultural, political, and social lives connected to those in faraway places? How do our actions affect people living across the globe? Are these effects positive or negative? How do decisions made elsewhere affect our own lives? What is our responsibility to people we have never met and whose language we do not speak; what is their responsibility to us?" This course will attempt to explore these questions.

MASTER'S DEGREE IN ISLAMIC LAW AND TRADITION

ARABIC 401 CONTINUING ADVANCED ARABIC GRAMMAR

This course will introduce students to more advanced grammatical concepts through a textbook entitled al-Mughnī fī Ta'lim al-Naḥw (The Sufficient in Teaching Arabic Grammar).

ARABIC 402 CONTINUING ADVANCED ARABIC GRAMMAR II

This course will continue with al-Mughnī fī Ta'lim al-Naḥw (The Sufficient in Teaching Arabic Grammar) and complete the text.

ISLAMIC LAW 401 ADVANCED PURITY AND WORSHIP

This course is based on the seminal work of Islamic Jurisprudence, al-Ikhtiyār. This class will explore the legal and rational reasoning behind the rulings and issues related to ritual purity and prayer.

ISLAMIC LAW 402 ADVANCED ZAKAH, FASTING, AND PILGRIMAGE

This class will explore the legal and rational reasoning behind the rulings and issues related to zakāh, fasting, and pilgrimage as covered in al-Ikhtiyār.

ISLAMIC LAW 501 JUDICIARY, DIET, CLOTHING, AND INHERITANCE

This class will explore the legal and rational reasoning behind the rulings and issues related to judicial law, diet, clothing, and inheritance as covered in al-Hidāyah.

ISLAMIC LAW 502
HUDUD, CRIMES,
AL-SIYAR, RITUAL
SLAUGHTER,

This class will explore the legal and rational reasoning behind the rulings and issues related to hudud, crimes, al-siyar, and ritual slaughter as covered in al-Hidāyah.

QUR'AN 401
QUR'AN EXEGESIS V

This course will cover a detailed exegesis of parts 20-24 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

QUR'AN 402
QUR'AN EXEGESIS VI

This course will cover a detailed exegesis of parts 25-30 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

QUR'AN 501
QURAN EXEGESIS VII

This course will cover a modern textbook entitled al-Taḥrīr fī Uṣūl al-Tafsīr, which covers the main principles used by scholars throughout history to explain, comment, and interpret the Qur'ān. It will also continue with a detailed exegesis of parts 1-4 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

QUR'AN 502
QURAN EXEGESIS VIII

This course will cover a detailed exegesis of parts 5-10 of the Qur'ān using the classical commentary Tafsīr al-Jalālayn.

HADITH 401
JAMI' AL-TIRMIDHI &
SUNAN ABI DAWUD I

The famous Hadīth collections of Imām Abu 'Isa Muḥammad ibn 'Isa Al-Tirmidhi and Imām Abu Dāwūd Sulaymān ibn Al-Ash'ath Al-Sijistāni ؒ, which are amongst the six canonical books of hadīth. This course will cover selections from both collections while focusing on comparative fiqh.

HADITH 402
JAMI' AL-TIRMIDHI AND
SUNAN ABI DAWUD II

This course will continue a deep reading and analysis of selections from both collections.

HADITH 501
SAHIH AL-BUKHARI

The famous Hadīth collection of Imām al-Bukhārī ؒ is the foundation and most important work among the six canonical books of hadīth. It is known as the most authentic book after the Qur'ān. This course will cover a detailed survey of the collection, the author's methodology, and a focus on comparative fiqh.

HADITH 502
SAHIH MUSLIM

The famous hadīth collection of Imām Muslim ؒ, which is considered to be the second most important work among the six canonical books of hadīth. This course will cover a detailed survey of the collection, the author's methodology, and a focus on comparative fiqh.

TRANSFER CREDITS

TRANSFER CREDIT

The unique nature of the curriculum at IOK Seminary means that very few, if any, credits from other educational institutions will transfer over as a substitute for the courses offered at the

Seminary. Courses that are sought for transfer credit must be submitted in writing, along with the syllabus of the equivalent course.

TRANSFER OF CREDITS TO OTHER INSTITUTIONS

Credits earned at IOK Seminary may or may not be transferable to other institutions of higher learning. This is entirely at the discretion of the institution and program that is being pursued. It is recommended for students who are interested in transferring credits over to another institution

to contact that institution prior to enrolling in courses, since IOK Seminary has not entered into any transfer agreement with any other college or university.

ATTENDANCE POLICY

Academic credit for a course requires regular class attendance, and is not just a matter of completing the assignments. Attendance means being present in the class for the entire scheduled class meeting. This includes regular weekly participation in the daily sessions and other activities of online classes. In the event of absence for any reason, the student is responsible

for any information or class content missed. The instructor may require additional work to make up for an absence. If a student is absent from a significant portion of the course or is frequently late for class meetings, even due to extenuating circumstances, this may result in a lower grade or even a failing grade for the course.

ABSENCES & WITHDRAWAL

Whenever possible, students are expected to notify the Dean if they plan to discontinue

enrollment for an extended period. If a student does not register for a period of four consecutive

quarters, it will be necessary to apply for reinstatement. In such cases, students must meet the degree requirements in effect at the time they resume course work.

Students who expect to discontinue their work at IOK Seminary are expected to notify the Dean in writing.

GRADING

The weighted system calculates grade items as a percentage of a final grade worth 100%. The maximum points assigned to individual grade items can be any value, but their contribution

towards the category they belong to and the final grade is the percentage value (weight) assigned to them.

| | |
|-----|---------------------------------|
| 50% | EXAMS |
| 30% | QUIZZES |
| 15% | ASSIGNMENTS/CLASS PARTICIPATION |
| 5% | ATTENDANCE |

Grades have been assigned the following numerical values for the purpose of computing the grade point average:

| | | |
|----|-----|----------|
| A | 4.0 | 95 - 100 |
| A- | 3.7 | 90 - 94 |
| B+ | 3.3 | 86 - 89 |
| B | 3.0 | 82 - 85 |
| B- | 2.7 | 78 - 81 |
| C+ | 2.3 | 74 - 77 |
| C | 2.0 | 70 - 73 |
| C- | 1.7 | 67 - 69 |
| D | 1.0 | 60 - 66 |
| F | 0.0 | 0 - 59 |

ADMISSIONS CRITERIA & PROCESSES



ADMISSIONS PROCESS

The admissions process is conducted on a case-by-case basis. Due to the limited availability of seats, consideration will be awarded to those students who not only prove the ability to achieve academic excellence but also possess a greater zeal and desire to attain Islamic knowledge, while being able to maintain a demanding schedule. All new and re-enrolling students will be required to complete their admissions via the on-line process using Sycamore School Education Portal's Online Admissions.

ALL APPLICATIONS MUST INCLUDE THE FOLLOWING:

- Completed online admissions application (on Sycamore)
- Copy of immunization records
- Application processing fee (free for returning students and \$100 for new students) Current college/work schedule
- Copy of Driver's License
- Oral interview & Arabic/Qur'an Assessment
- 500-word Essay: "Why I would like to complete the seminary program at IOK"
- IOK Seminary Student Handbook (signature page) Financial Addendum
- Activity & Release Waiver

STUDENT FEES & ----- OTHER FINANCIAL OBLIGATIONS

FINANCIAL AID

Students who cannot afford the tuition are eligible for financial aid from donations collected through the IOK Seminary Scholarship Fund.

This financial aid is on a first-come, first-serve basis and requires a complete financial aid application.

REGISTRATION FEES

FEES

All fees are annually paid, mandatory, and non-refundable.

- \$100 New Application Processing Fee (New Students Only)
- \$125 Registration Fee
- \$100 Supply Fee
- \$250 Book Fees
- \$100 Security Fees

OTHER FEES

As conditions arise, additional fees may be authorized by the IOK Seminary Administration, and will be communicated to students in a timely manner. Any damage to IOK Seminary or IOK School property will be the financial responsibility of the student and their parent/guardian, if under 18.

TUITION

Tuition is \$3500 per year, or \$350 in ten monthly installments.

ANNUAL TUITION DUE DATES & METHODS OF PAYMENT

The annual tuition can be made by one the of the 5 payment methods listed below:

- Method 1: Pay total annual installment by

August 1, 2018.

- Method 2: Schedule a Monthly Bill Payment through your bank to be delivered to IOK by the first of each month starting in August.
- Method 3: 10 monthly post-dated checks made payable to IOK dated the first of each month starting in August.
- Method 4: Submit monthly check or cash by

STUDENT FEES & OTHER FINANCIAL OBLIGATIONS

the first of each month starting in August.

LATE FEES & COLLECTION POLICY

- Payments are due on the first of each month.
- If payment is not received, the credit card on file will be automatically charged along with any applicable fees.
- Any returned checks will incur a \$30.00 penalty.
- Students (or parents if under 18) are required to provide a valid credit card number, which will be charged (along with a 3.5% transaction fee) only if the monthly payment is past due.

REFUND POLICY

Enrollment cancellations and requests for refund must be made in writing. Refunds are issued within 30 days of approval.

GENERAL INFORMATION

LOCATION & MAP

IOK SEMINARY CLASSES
ARE HELD AT:

Institute of Knowledge (IOK)
1009 – 1019 Via Sorella
Diamond Bar, CA 91789

WEBSITE

IOKSEMINARY.COM

REGULAR HOURS OF OPERATION

IOK SEMINARY:

- Mon – Thurs: 7:30 AM – 11:30 AM
- Fri: 8:00 AM – 11:00 AM

PARKING

Seminary students can park along the street on Via Sorella and drop-off / pick-up at the cul-de-sac. The IOK parking structure is used for IOK School purposes Mon – Fri after 8:00 am for PE

and Staff parking. Therefore, please do not park on the lower level parking (P1) or upper level parking (P2) during IOK school hours.

CLOSED CAMPUS

IOK Seminary and (IOK School) maintain a “closed campus.” This means that no visitors will be allowed on campus during the school day unless they have a pass from the front desk.

All visitors, including parents, must check-in at the front desk during school hours and MAY NOT go directly to any part of the IOK Seminary / IOK School campus.

STUDENT LIFE & ACADEMIC POLICIES



STUDENT LIFE POLICIES

Islamic morals and values are an integral part of the student life at IOK Seminary. All students are expected to abide by all published policies and codes of conduct, which are subject to change throughout the year.

IOK Seminary seeks to provide an atmosphere consistent with the ideals and principles of Islam:

- To hold oneself personally accountable for one's actions, remembering that God will hold each person accountable. Accepting admission to IOK Seminary means a student intends to be fully dedicated to each and every course, to meet all course requirements in the best way, and to fulfill the trust

inherent in being a student of knowledge.

- To value time – their own and other's – by being punctual for class, appointments, and meetings; submitting assignments on time; and generally treating time as the priceless and irreplaceable blessing it is.
- To be honest, respect the rights of others, keep commitments, fulfill promises, and maintain trust.
- To be humble in speech and deed, respect others, maintain appropriate boundaries, refrain from obtrusive behaviors, and dress and behave modestly and appropriately.

ACADEMIC INTEGRITY

In addition to excellence in character, Institute of Knowledge Seminary expects all members of the academic community to pursue excellence in scholarship.

The academic integrity policy is designed to foster an environment of honesty, openness, respect, and mutual trust. Academic integrity is violated by any dishonesty or deception by

a student in submitting assignments, tests, research, reports, or other work that serves as the basis for an instructor or administrator assessing the student's academic ability or achievement. In the case of a clear indication of such dishonesty, sanctions will be applied to protect the environment of integrity and to preserve the ethical foundation of the Seminary.

Academic dishonesty includes but is not limited to plagiarism, fabrication, and cheating. Policies with regard to violations of the above

mentioned items are published in the Student Handbook.

NONDISCRIMINATION/HARRASSMENT POLICY

IOK Seminary is committed to providing and modeling a learning, working, living, and community environment that is free of unlawful discrimination and harassment in all of its policies, practices, procedures, and programs. This commitment extends to the Seminary's administration of its educational policies, admissions, employment, educational programs, and activities. In keeping with this commitment, the Seminary does not discriminate on the basis of race, color, national origin, ancestry, marital status, military and veteran status, medical condition, physical disability, citizenship,

gender, pregnancy, or age.

No form of discrimination or misconduct is tolerated at Institute of Knowledge. The nature of these types of incidents are contrary to the educational mission of the Institution, as well as federal and state law. Those identified as being responsible for such acts will be held accountable under the procedures described in this policy (up to and including expulsion), and should understand that a student may decide to make a criminal complaint, outside of the institution.

COMPLAINTS/GRIEVANCES POLICY

When conflicts occur, they can often be resolved through discussion that engages both parties who are directly involved. However, when such attempts are unsuccessful or in cases in which a seminary student feels the need for third party support in resolving a conflict with a faculty

member or another student, the Seminary will provide a process for third party support and intervention toward investigating and rendering decisions fairly and promptly.

ACADEMIC & CAMPUS RESOURCES



THE INSTITUTE OF KNOWLEDGE SEMINARY REFERENCE LIBRARY

IOK Seminary's Reference Library is a non-circulating reference library that includes a collection of classical Arabic-language reference works in various genres of the Islamic sciences,

to support and supplement the core curriculum of the undergraduate program.

INFORMATION TECHNOLOGY

Sycamore School Education is the on-line education management portal IOK School and IOK Seminary use. Sycamore School allows on-line access 24/7 to grades, calendar, news, billing, lunch menu, report cards, etc. All information is updated on a regular basis.

Institute of Knowledge Seminary provides Sycamore accounts to students and wireless Internet access to all students on campus. Printing and copying facilities are available at 10

cents per page for black and white copies and 25 cents per page for color copies.

Inquiries related to email password resets, and equipment and networks managed by the Institute, may be directed to school@instituteofknowledge.com. Technology support is available Monday through Friday from 8:00 a.m. to 3:30 p.m., but is not available for a student's personal equipment.

SERVICES FOR STUDENTS WITH DISABILITIES

Students with disabilities are advised to request any necessary instructional, learning, testing, or physical accommodations in advance of enrollment. If a student discovers that he or she needs instructional, learning, testing, or physical

accommodations after enrolling at Institute of Knowledge, requests must be made via email to the seminary@instituteofknowledge.com.

COURSE MATERIALS

Questions regarding required books, handouts, and any other required materials, can be directed to seminary@instituteofknowledge.com.

CAMPUS SAFETY & SECURITY

Institute of Knowledge Seminary is committed to a safe and secure campus and reserves the right to take reasonable actions, including alerting appropriate authorities when necessary, in the interest of the general welfare of its students, faculty, and staff. In this light, IOK Seminary has policies designed to promote the safety of students and employees, including policies

concerning campus life, weapons, and violence.

IOK Front Desk Staff can field safety complaints from students and respond to reports of threatening incidents or medical emergencies. All safety and security concerns should immediately be reported.

HOUSING

IOK Seminary does not have any residence facilities (dormitories), and is not responsible to assist or aid students in finding housing.

IOK BOARD OF DIRECTORS



SHAYKH NOMAAN BAIG PRESIDENT OF THE BOARD OF DIRECTORS & EXECUTIVE DIRECTOR

He is the founder and director of the Institute of Knowledge. He grew up in southern California since the age of 5 where he completed his elementary and middle school. At the age of 13 he excelled in his memorization and committed the entire Qur'an to memory within 1.5 years. After graduating from high school in the US, he went to Karachi, Pakistan to study the Alim Course at Jamia Binoria. He graduated from the rigorous seven-year program in 1997 at the top of his class and with numerous Ijaazaat (religious licenses) in various Islamic Sciences. He also received equivalent MA degrees from the University of Sindh. Upon his return to the US, he pursued education in the fields of information technology and business consulting. He has worked as a computer support and tele-radiology engineer at the Imaging and Informatics department at UCLA. He has also worked as a Customer Relationship Management (CRM) functional and technical consultant with the prestigious professional services firm, Deloitte & Touche. Shaykh Nomaan has used his diversified educational background and experience to

benefit the Southern California community at large. After leaving his lucrative professional career, he has committed himself to establishing a model institution, the Institute of Knowledge (IOK), which uniquely integrates a primary through secondary educational school and a religious institute for higher Islamic learning. Shaykh Nomaan resides with his wife and kids in Diamond Bar, California and his children currently attend IOK School.



MR. TAHER DADABHOJ SECRETARY OF THE BOARD OF DIRECTORS

Mr. Taher is a British-born American businessman who is the managing director of AST Sportswear Inc. and sits on the boards of five other companies. Taher has been awarded and honored for his leadership role and accomplishments of keeping and creating jobs in Southern California. As an inspiring community leader, he wants everyone around him to thrive and succeed. Growing up as a teen in the Walnut/Diamond Bar area and graduating from the local Walnut High School, he aspired to become a doctor. However, he followed in his father's footsteps and pursued a career in

business. As part of his commitment to help various community efforts, he has previously served on committees with multiple non-profit organizations in Southern California such as the Islamic Institute of Orange County (IIOC). His eldest son, Talha attended IOK School and graduated from the elementary, middle, and high school programs during which he also completed the memorization of the Qur'ān and achieved the noble recognition of becoming a Hafidh. Taher resides with his wife and kids in Yorba Linda, California.

noble recognition of becoming a Hafidh. Imtiaz resides with his wife and kids in Fullerton, California.



MR. IMTIAZ MOHAMMADY
CFO/TREASURER OF THE BOARD OF DIRECTORS

Mr. Imtiaz is the CEO and President of Nisum Technologies, a global digital transformation company. Prior to serving in his current role, Imtiaz worked for many known industry leading companies such as NCR, AT&T, Oracle, and eToys. He holds a MS degree in Computer Science from USC and a BS degree in Computer Science and Engineering from UCLA. Imtiaz has a passion to be involved with community development and educational organizations and has served on multiple boards of non-profits such as UPLIFT Charity. His eldest son, Umair attended IOK School and graduated from the middle and high school programs during which he also completed the memorization of the Qur'ān and achieved the



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This catalogue is a statement of the policies, personnel, programs, and financial arrangements of IOK Seminary as projected by the responsible authorities of the Seminary. IOK Seminary reserves the right to make alterations without prior notice, in accordance with the Seminary's institutional needs and academic purposes.