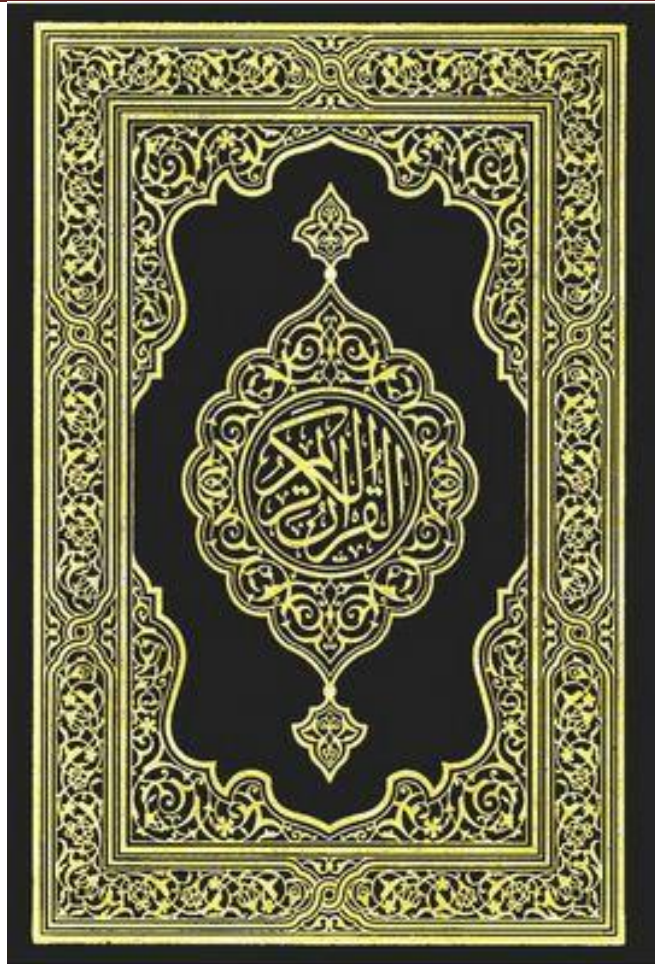


Summer Intensive Hifdh Program



“ And we have indeed made the Qur’an easy to understand and remember, but is there any that will remember?” (Al-Qamar:17)

Introduction

GLMCC offers and facilitates **Summer Intensive Hifdh Program** which is designed to assist students utilise their annual summer holidays in best possible manner, by enhancing their relationship with the Book of Allah through memorization.

To maximize the learning ability of each student, the duration of the program is 5 weeks, with daily 5 hours of learning from Mon-Thu; 9am to 2pm. The program consists of various levels of Hifdh, accommodating beginners to huffadh (those who have already completed the memorisation). For each level there is a target to achieve with the period of 5 weeks. Below is a table representing the set target for each level and how it is accomplished.

5 weeks intensive program

LEVEL	TARGET	TOTAL PAGES	TOTAL DAYS	WEEKLY TARGET
1	1 Juz	20	20	4 Page
2	3 Ajzaa	60	20	12 Pages
3	5 Ajzaa	100	20	20 Pages
4	10 Ajzaa	200	20	40 Pages

The table highlights the amount of the Quran memorised by each student for his/her respective level. It also indicates the commitment and effort required by both the student as well as the teacher.

Number Of Students

The number of students per class will vary depending on the level the students are at. The following table represents the structure showing the number of students at each level.

Number Of Students Per Level

Level 1	15
Level 2	10
Level 3	8
Level 4	5
Total	38

In this way the amount of learning achieved is maximized, and the students at every level are given fair amount of time to read to the teacher, while avoiding overburdening the teacher with the number of students.

The sole purpose of the program is to give the students the highest quality Hifdh education, whereby each student is given complete dedication and focus, ensuring that the student does not under achieve but rather excel in his studies.

Daily Hifdh Plans

Lesson planning is an important element which is needed to ensure that effective learning is taking place, whilst at the same time having an overview of what is already taught and what is to be taught.

The teachers and the students are given the following lesson plans for their respective levels. It is extremely important that these plans are adhered to, as they are designed specifically to ensure that the students make the most of the Summer Intensive Hifdh Program.

Daily lesson plan

Class	Daily Hifdh	Daily Revision	Weekly Revision	Total Reading
Level 1	1 Page	4 Previous Lessons	5 Pages Revision	9 Pages
Level 2	3 Pages	3 Previous Lessons	8 Pages Revision	20 Pages
Level 3	5 Pages	2 Previous Lessons	10 Pages Revision	25 Pages
Level 4	10 Pages	1 Previous Lessons	15 Pages Revision	35 Pages

The table above represents the amount of learning that each student is expected to do, depending on which level they are in. It also highlights the number of pages each student has to revise daily ensuring that he/she does not forget what they have learnt previously.

Timetable

The classes will be beginning at 9am on Mon-Thu with intervals in between. Below table presents the daily timetable for all levels.

Daily timetable

Session 1	Break 1	Session 2	Break 2	Session 3	Dhuhr	Home time
9:00	11:00	11:20	12:50	13:10	13:45	14:00

Out of 5 hours, the total study time will be approx. 4 hours; with first two sessions (3.5 hours) dedicated for hifdh and the third session for Islamic studies and Tajweed rules. The Islamic studies will include the Arabic text of the duas and adhkaar recited in prayer, morning and evening adhkaar, translation of the duas recited in prayer, practical workshops of performing ablution, daily prayer, witr prayer and janazah prayer. There will also be two Tajweed lessons weekly. Below is the weekly schedule of Islamic studies and Tajweed lessons.

Weekly schedule

Day	Subject
Mon	Prayer/Duaas/Adhkar
Tue	Tajweed
Wed	Workshops
Thu	Tajweed

Division of time

As the students in higher levels will need to learn, revise and read to the teacher greater amount than that of lower-level students, they will be spending more time with the teacher. The following table highlights the amount of time the students will be spending with the teachers at every level.

Total time	Total number of students	Time spent with teacher by each student
210 Minutes	Level 1: 15	14 minutes
	Level 2: 10	21 minutes
	Level 3: 8	26 minutes
	Level 4: 5	42 minutes

Teachers Guidelines

All Hifdh teachers are requested to follow the guidelines which are in place to ensure transparency and clarity, enabling teachers to understand what is required of them at all times resulting in good overall teaching practice.

- All Hifdh Teachers must be competent and have a good thorough background knowledge and understanding of the correct recitation of the Holy Quran with Tajweed.
- Teachers must be Huffadh.
- Teachers must be punctual and not arrive late for lessons.
- Should ensure that each student is taught to the best of one's ability.
- **Must complete progress sheet for each student Daily.**
- Use pencils for highlighting mistakes by students.
- Ensure that each student has the same copy of the Quran for each lesson.
- Set targets for each week (including weekend homework).

Hifdh teachers are reminded that they will be monitored regularly to ensure that the above points are implemented.

Failure to do so will result in Disciplinary action being taken according to the Staff Disciplinary Policy.