

Tamkeen Fall Chapter – Code of Conduct

Tamkeen, a registered 501(c)(3) independent non-profit organization, is committed to providing a safe and Islamic environment for its members (Tamkeeners). As a part of this cohesive effort, Tamkeeners must behave respectfully, responsibly, and with integrity at all times.

To ensure that Tamkeen remains a beneficial, organized, and impactful program, all students are expected to adhere to the following Code of Conduct. These guidelines are designed to foster commitment, respect, and consistent growth.

General Guidelines:

- The age range for TAMKEEN members is 10 years old and above. Membership is subject to administrative approval. Members between the age of 8-10 years old must a) have an older sibling who is a member, b) come with his parent/guardian, and c) not be disruptive to the learning process, as assessed by the instructor and admins
- By October 11th, 2025 only registered members will be allowed to participate in Tamkeen programs, including but not limited to halaqas, activities, camps, etc.
- Verbal and physical aggression, which may appear in the form of but is not limited to; harassment or intimidation by words, gestures, physical contact in an angry, aggressive, or threatening way, threatening body language, or any type of menacing behavior is not allowed. Profanity and inappropriate speech is not tolerated.
- Tamkeeners must act and dress within the bounds of Islam at all times.

Below are rules that must be followed by every individual that attends any part of Tamkeen's programs. Individuals and Tamkeeners who do not follow these rules may be denied access to halaqas and activities.

1. Commitment & Attendance

- Registration is mandatory - only registered students may attend.
- Attendance at all halaqas and activities is required, including the full Saturday program. Activities, meals, and online halaqas are all integral parts of Tamkeen's educational system and must not be skipped.
- Permission must be obtained from the Sheikh if a tamkeener needs to be excused from the physical attendance of a halaqa or arrive late.
- All weekly homework assigned by the Sheikh must be completed and submitted on time. This includes, but is not limited to: answering the quiz, reading others' quiz answers, and reading and commenting on reflection articles.
- The Sheikh considers missing halaqas or neglecting homework a sign of lack of commitment and respect. He may suspend a Tamkeener for one or more weeks due to repeated lack of commitment, as he prioritizes the educational and spiritual integrity of the program.

2. Respect & Discipline

Tamkeen considers Adab (Islamic manners) a core value and top priority. Tamkeeners are always taught to maintain Islamic adab with parents, elders, admins, peers, and everyone. The adab between a Tamkeener and the Sheikh is essential for the learning process. This adab is manifested through attendance, paying attention, listening, obeying, and appreciating the opportunity to get closer to Allah.

- Students must listen attentively to the Sheikh and program leaders.
- Respect and proper manners must be shown toward teachers, volunteers, and peers.
- Phones and other distractions must be put away during halaqas and lessons.

3. Learning & Growth

- Students should actively participate, ask questions, and give their best effort.
- Students are responsible for their own progress, including quizzes, homework, and quran recitation check-ins.
- All students should encourage and support their fellow Tamkeeners.

Consequences of Not Following the Code of Conduct

- 1st Offense: Friendly reminder.
- 2nd Offense: Discussion with DL/Sheikh regarding the reason for the missed responsibility and steps to avoid recurrence.
- 3rd Offense: Parent meeting.
- Further Offenses: May lead to suspension, as a committed cohort is essential for the program's success.

The Final Reminders

The sheikh considers skipping a halaqa, coming late and leaving early as lack of adab from knowledge seekers. The sheikh considers missing quizzes, homeworks, reading/writing articles, watching suggested videos as lack of commitment. The sheikh considers coming to play and have fun without proper effort in seeking knowledge as a violation to the haya' from Allah towards His deen.

Tamkeen reserves the right to suspend or remove any participant who violates these guidelines. The Sheikh may make final decisions regarding disciplinary actions without prior notice.

Commitment, respect, and consistency are the pillars that make Tamkeen more than just a gathering - they make it a journey of growth, faith, and community.

May Allah make Tamkeen fun moments, deep memories, educational experience and a door for Jannah for all of Tamkeeners, parents and the sheikh.

Parent Signature: _____ Date: _____

Tamkeener Signature: _____ Date: _____