

APOLLO ACADEMY

SMART BROCHURE



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**PROGRAM PROSPECTUS
2023 ADMISSIONS**



PUBLIC NOTICE & DISCLAIMER

The information hereby disclosed in this prospectus is to be referenced for informational purposes only and should not be construed as the basis of a contract between individuals / students and the faculty, staff and administrators of the program.

While the faculty, staff and administrators of the Muqaddima program do not currently anticipate any unforeseen changes in the existing mode of operation, as outlined in this version of the prospectus, the staff still retain the unreserved right to implement appropriate and necessary updates in response to any direct change in the operating circumstances both internal and external. Although some urgent changes may require immediate implementation without any prior notice to individuals / students enrolled onto the certificate or diploma programs, the administrative staff shall endeavour to inform all students of any such changes (major or minor), as early as possible.

In the event in which a change is made to the curriculum, details of such amendments will be disclosed and published through an official email communication sent to each individual enrolled onto any of our programs. The update shall be communicated within 48 hours of the change having been implemented.

It is recommended that students regularly check their inbox and read through any email communication that is sent to them from our offices in order to keep abreast of any program developments and to avoid missing out on important updates.

We encourage all prospective students to carefully review this document prior to submitting their applications for the Muqaddima certificate or diploma programs.

In the wider interest of the global community, this document will employ the conventional US spelling (e.g., program instead of programme)

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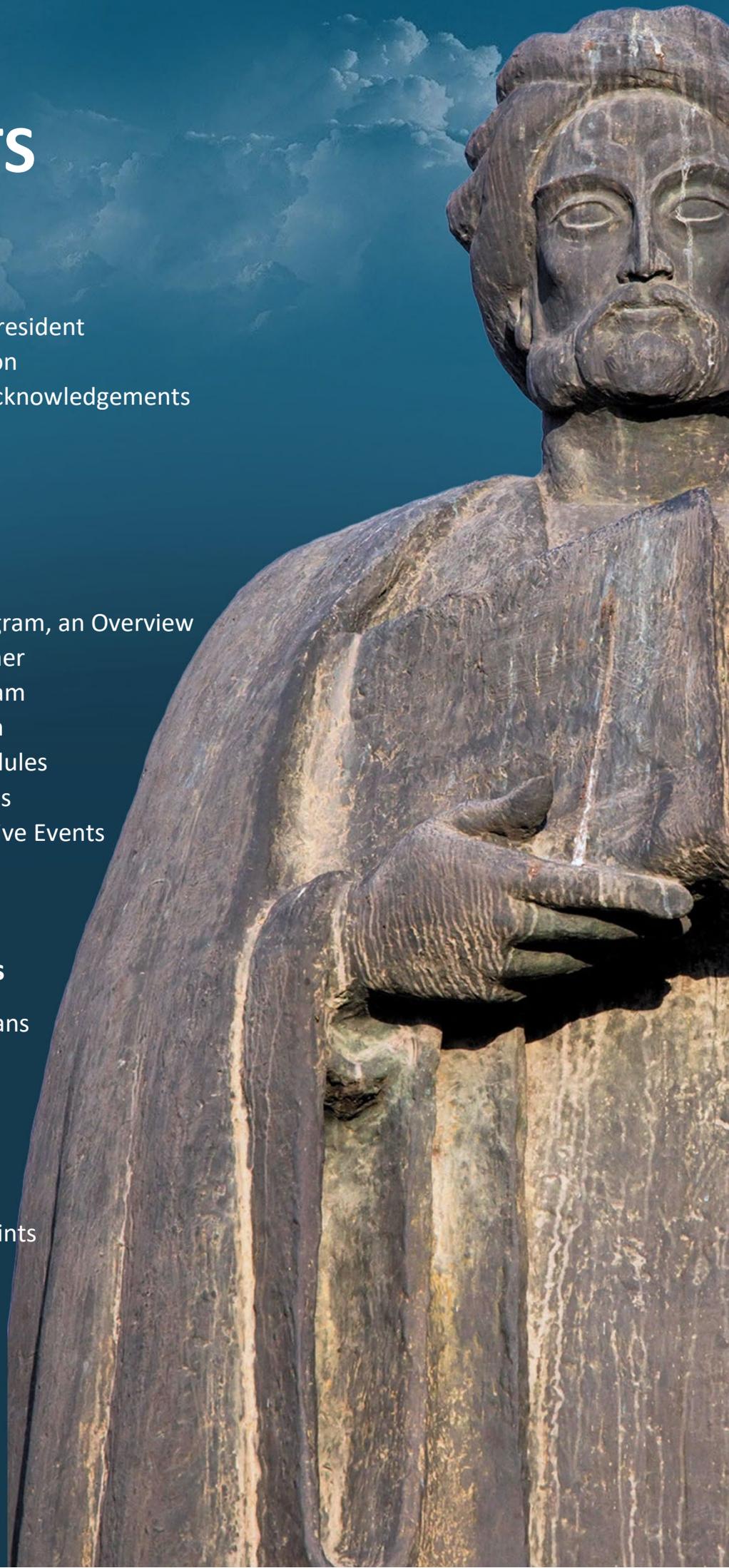
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A WORD FROM OUR PRESIDENT

“We are striving to demystify the process by which history is rendered distant and disengaging from the ordinary lives and experiences of millions of people, many of whom find themselves unable to extract meaningful and significant answers to core questions pertaining to the rich yet often misunderstood heritage and history of the Muslim peoples and their glorious past”

Dr Stef Keris



OUR MISSION AND VISION

Our mission is to Educate, Elevate and Empower our students. Enabling them to cultivate the skill to read and comprehend Islamic history according to the principles outlined by Ibn Khaldun in his seminal work *al-Muqaddima*, while also building a firm foundation for the ongoing study and analysis of Islamic history in general.

Through the Muqaddima Program, we are reviving the authentic voice of Islamic History by introducing our students to the core texts, foundational principles as well as the traditional and contemporary research methods necessary to attain both a sound and appropriate comprehension and interpretation of Islamic History, its study and conveyance.

Endorsements & Acknowledgements

DR TAREQ AL-SUWAIDAN
Historian, Author and Scholar

“I have looked into your program Al-Muqaddima - and it is just outstanding MashaAllah. I have never seen anything like this before in terms of History”



HAFIZ ABDURAHMAN KUJEVIĆ
Mufti of Sandžak Province, Serbia

“The program is very good and essential for Muslims of Europe”



MR HABIB AKANDE
Author, Historian and Educator

“The Muqaddima program is a great resource to learn Islamic History and Historiography from a team of dedicated researchers and academics”



DR. SC. AMIR ISMIĆ
Historian and Lecturer

“This initiative is very important”



MUFTI DIZDAREVIĆ
Mufti of Zenica, Bosnia

“Muqaddima is a unique program”



Endorsements & Acknowledgements

PROF. DR AHMET ALIBASIC
Faculty of Islamic Studies at
the University of Sarejevo

“It is an interesting program to learn about Islamic History”



DR MENSUR VALJEVAC
Vice Dean for Academic Affairs
at the University of Zenica

“The Muqaddima is a very thorough academic program”



MR SALI SHAHSIVARI
Managing Director of Al-Furqan
Islamic Heritage Foundation

“This program is reaching the grassroots and people that many organisations such as ours cannot reach. I wish you the very best with this project”



MR FLAMUR VEHAPI
Founder of Crescent Books

“It is delivered by passionate instructors of great calibre. I highly recommend Muqaddima”



IBRAHIM HOURANI
Senior member of the
German council of Zakat

“I love and follow your work (Dr Stef Keris), which is very necessary for the community”



Student Testimonials

“The Muqadimma Diploma Program is the perfect course for the Muslim who seeks to understand their past in a modern setting and to think ahead about the future of the Muslims.”

The instructors have created an atmosphere of comfort and respect where every student is encouraged to participate and be heard.

One of the most delightful aspects of the Muqaddimah Program is the atmosphere of camaraderie amongst the global students who were brought together from all walks of life by their love for Islamic History and the rich heritage of the Muslim ummah”

AMINA, LONDON

“My ambition is to establish a community project for Muslims in Ireland, the Muqaddima Program is a great resource and preparation for me.

I look forwards to launching a project exploring the historical ties between Ireland and the Islamic world”

ABDEL-SAMAD, DUBLIN

“Both me and my son have enrolled onto the Muqaddima Program as a way to strengthen our bond while engaging in a shared project that we are both passionate about. I am very impressed by the content and delivery”

RIAD, RIYADH

“Through this program, I am better equipped and more confident to share my history with friends and family, most importantly, I will be better prepared to teach my children their proper history InshaAllah”

SHAZ, QATAR

“This program is a growing Islamic History powerhouse. I appreciate the fact that the entire program is taught and delivered by Muslim instructors, which is not typically the case in mainstream institutes of higher learning. The future belongs to storytellers”

AYLA, SINGAPORE

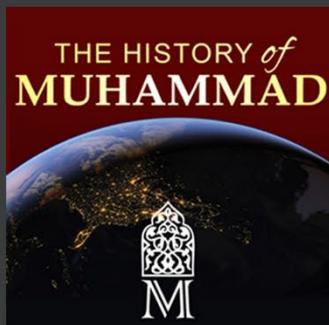
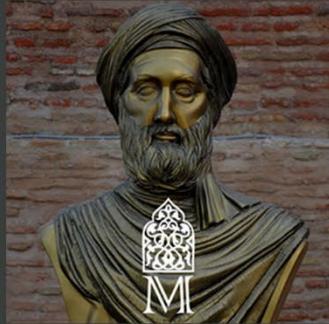
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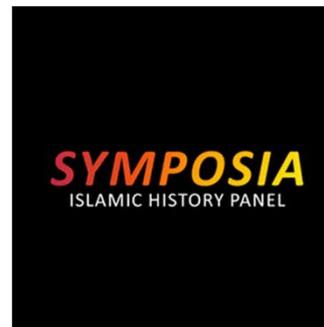
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ANNUAL PROGRAM & PACKAGE OVERVIEW

TAUGHT MODULES



STUDENT RESOURCES



MEET OUR PRESIDENT



Dr STEF KERIS BA, MA, PHD
CO-FOUNDER, PRESIDENT & HEAD OF RESEARCH

Dr Stef Keris is an Award-winning Historian, Published Author, Professional Lecturer, Television Presenter and accomplished History Scholar whose numerous lectures, books, published documentaries and taught courses have been translated into several languages and used as core study texts in schools and study programmes. He has also appeared on several television programs internationally, most notably as a host for Huda TV (Egypt) where he delivered an extended series on the global history of Islam.

Dr Stef Keris holds a Master's degree and a PhD in Political Science, International Technical and Economic Cooperation and Romance Linguistics. Additionally, Dr Keris has also holds a Cambridge University certificate and advanced teaching license (CELTA). He is also a qualified Muslim Chaplain.

Over the years, Dr Stef Keris has demonstrated his skills and expertise as a professional educator, having taught in several establishments of higher learning throughout Europe and the Middle East.

For several decades, Dr Stef Keris has been prolific in his research and literary endeavours to revive the lost heritage and legacy of Muslims. A consummate and competent scholar in the field of Islamic History and Heritage, Dr Stef has authored and published several books and documentaries on the following subjects:

- The Untold History and Heritage of Islam in Europe
- The Rise and Fall of the Ottoman Empire
- Detailing how Islam spread across the World
- Studies on the meaning of Islamic Culture and Identity

Over the past 25 years, Dr Stef Keris has reached a global audience, ranging from school children to university students. He is a prolific writer and a lifelong learner whose proficient command of several diverse languages has enabled him to convey his vast knowledge of History to international audiences. Dr Stef Keris is fluent in English, German, Greek, French, Spanish, Dutch, Arabic. He is currently studying the Turkish and Bosnian languages.



Meet Dr Stef Keris

University Lecturer, Television Presenter, Award Winning Historian
Professor, Published Author & Scholar, Ambassador, Polyglot and Adventurer





**UST. IBRAHIM M BOW BA (HONS), MSC, ACMA, RHS, HA
CO-FOUNDER & STRATEGIC DIRECTOR**

Ustadh Ibrahim is the founder and strategic director of both the **Islamic History Institute** and **Ilm Film Studios**. In 2020 he also co-founded **PGI Publications** and the **Muqaddima Program**, in partnership with Dr Stef Keris.

Mr Bow has served as a content strategy consultant, presenter and production manager for international broadcasting networks serving global audiences, most notably on Huda TV (UK), Guide us TV (US) and the Muslim American Network (MAN). He has also been invited onto Emaan Channel to present his history projects. He is also heavily engaged in the design and development of highly engaging digital platforms, for online education.

Over the years, his independent production studio - Ilm Film studios, has been commissioned by a number of television production companies both in the UK and in Germany - to provide custom animation and footage for documentaries and films. In October 2020, a BAFTA Award winning film production company (based on London) commissioned Ilm Film Studios to produce custom animation footage for a history-based series published on the Discovery network.

Ustadh Ibrahim has spent several years teaching and researching Islamic History and Historiography while accepting numerous invitations as a guest lecturer for a number of university audiences and societies in the UK. In 2021, he was commissioned to deliver a weekly series of online lectures as part of a private student program in the UAE. He has since been solicited to participate in several history based projects on behalf of international organisations in regions as distant as North America, Pakistan and the UAE.

Mr M Bow has a corporate professional background as a Senior Financial Analyst and Chartered Management Accountant, with over 15 years of experience within world leading telecom conglomerates. He holds a Bachelor's in Business Studies as well as two post-graduate degrees, in Financial Management. In addition, he is also a certified member of the leading and prestigious Royal Historical Society and as well as the Historical Association.





Mr. YAASIR L. KERIS BA, MA
DIRECTOR OF SALES & FINANCE

Yaasir L. Keris occupies several posts and directorships on a number of executive boards, including the Lost History Project, PGI Publications and the Muqaddima Program. Over several years, Yaasir L. Keris has also served as a trusted and key member of Dr Stef Keris's educational enterprise, having immersed himself in the development of seminal platforms, programs and resources.

Mr Keris holds a Bachelor and a Master's degree in Islamic Banking & Insurance. He is currently on a sabbatical in Egypt, studying the Arabic language.

USTADHA. SUMAYYAH F. IBRAHIM BS
LEAD COURSE ADMINISTRATOR

Ustadha. Sumayyah was appointed as Lead Course Administrator and occupies a key post on the executive board. Her responsibilities include oversight of administrative operations including official student correspondence and all enrollment related inquiries. Ustadha Sumayyah is a retired high school teacher and avid traveller who has spent several years in the Middle East (Saudi Arabia, Egypt and Syria) where she learned Arabic. She has a Bachelor's degree in Microbiology.

USTADHA. ULFA HASAN BA
EXECUTIVE ASSISTANT

Ustadha Ulfa serves as the executive assistant to Dr Stef Keris and is responsible for all external communications on behalf of the executive board as well as coordinating executive engagements and schedules. She has read English Literature at university.

MR. K. HAKEEM ALABI BA
OFFICE MANAGER & EVENTS CCORDINATOR

Mr Alabi is the Business Manager and Events Coordinator, he is responsible for the coordination and preparation for events, lectures and activities. Mr Alabi has a BA in Accounting and Financial Management with a professional background in Banking.



THE MUQADDIMA PROGRAM

OVERVIEW

The ***Muqaddima Program*** is a structured annual study course, that has been designed and developed in response to the growing and emerging demand for professional study into Islamic History and Historiography.

The ***Muqaddima Program*** serves the needs of individuals looking to study the world's most authoritative work on Historiography (Ibn Khaldun's *Al-Muqaddima*), while acquiring skills and competencies in meaningful research, interpretation and analysis of Islamic History. This program also introduces students to the science of Islamic Historiography, its study and discipline.

*Representing the
'Authentic Voice'
of Islamic History*

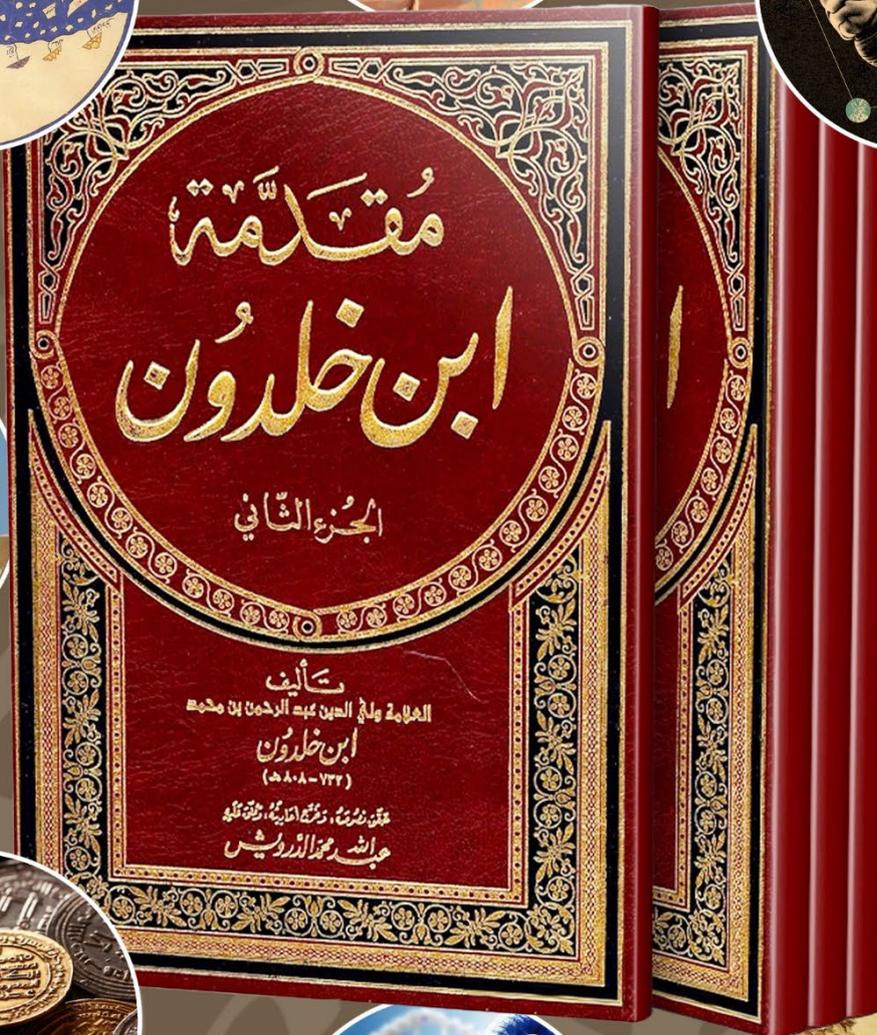
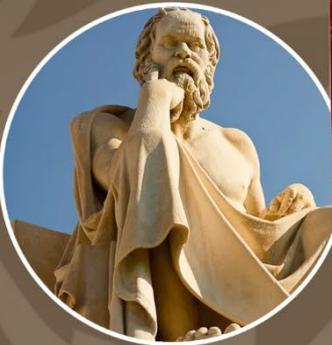
The ***Muqaddima program*** was created to make critical knowledge of Islamic History, its sciences and disciplines - both accessible and relatable to a modern and diverse audience whose interests and curiosity in the history of Islamic Cultures, Empires and Civilization - has for a very long time, been inadequately served.

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Topics and Subjects covered in **THE MUQADDIMA PRIMER**

History, Sociology, Economics, Empires, Politics,
Humanities, Spirituality, Religion, Literature, Philosophy,
Geography, Linguistics, Science, Culture, Agriculture...



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CERTIFICATE

ANNUAL PROGRAM, SINGLE SUBJECT COURSES

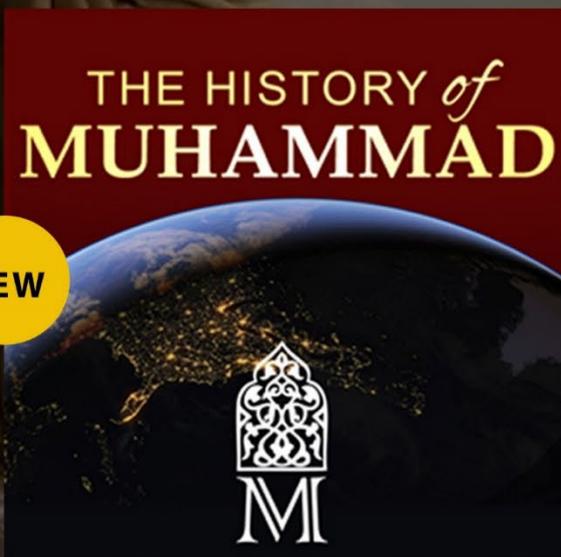
Students applying for the Certificate program will be able to study any of the following four subjects, **Individually or in any combinations.** The duration of this course is 10 months, lessons are delivered once a month per subject with live seminars and recorded videos available for all students enrolled onto the certificate courses.



AL-MUQADDIMA



HISTORIOGRAPHY



SEERAH STUDIES



MUSLIM DYNASTIES

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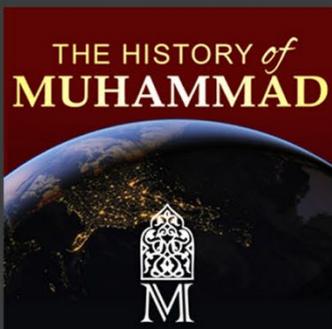
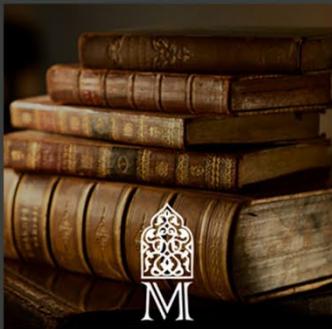


DIPLOMA

ANNUAL PROGRAM & PACKAGE OVERVIEW

The Diploma program offers students all four taught subjects with an additional four components including live events and workshops as well as project assignments and mentoring.

TAUGHT MODULES



BONUS RESOURCES



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SUBJECTS AND MODULES

The Diploma Program is comprised of four distinct yet integral subjects, that are all based on the principles and methods outlined by Ibn Khaldun in his famous work *al-Muqaddima*.

The core subjects are as follows;

1. **Ibn Khaldun's al-Muqaddima:** A critical study and analysis of the complete book
2. **Muslim Historiography:** A detailed study of the subjects, themes and methodologies
3. **Muslim Dynasties:** A study of successive dynasties between the 7th - 14th centuries
4. **Seerah Studies:** A historical treatment of the Prophet Muhammad's ﷺ life

Each subject is comprised of structured 10 modules, with each module lasting for 2 hours. Students can participate in the live sessions or watch pre-recorded modules at any time.



1



2



3



4

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STUDENT RESOURCES

Our programs are delivered online, weekly classes are streamed via a secure conferencing platform, all sessions are recorded and available for replay via our student learning platform. Students enrolled onto the Muqaddima Program are provided with the following resources:

1. **Course Texts:** Copies of the core study-texts are provided to students.
2. **Course Folder:** Containing the full program timetable detailing class times and project deadlines. Students also receive an extended reading list in preparation for the taught lessons.
3. **Learning Platforms:** Participants of the Diploma program have unlimited access to our online forum *House of Wisdom* (HOW) where additional resources, study material and posts can be viewed and downloaded at any time.
4. **Private Community:** Students are entitled to join a private chat group where discussions and inquiries into taught topics and projects can be explored in a closed group environment for the duration of the program.



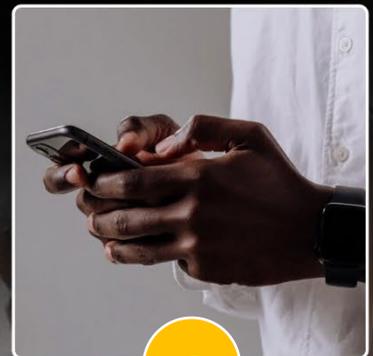
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WORKSHOPS & LIVE EVENTS

Students enrolled onto the annual programs can participate in our annual in-person events based in London.

Archives and Manuscripts: This is a workshop delivered on site at a private Muslim archive center. Students are invited to spend half a day at the research and archiving center where they will receive instruction and experience working with rare manuscripts from various parts of the world. Participants are awarded a certificate upon completing the training.

Muqaddima Brunch: Students enrolled in our annual programs are invited to participate in the annual Muqaddima brunch for an opportunity to meet their instructors and fellow students. This private event is hosted in London and participants are provided with a special gift hamper.



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STUDENT PROJECTS

Diploma students are required to complete a project as part of their assignment. Participants are also provided support through the Mentorship scheme which entitles participants to seek direct assistance and guidance (project based) from an assigned mentor at any time during their studies.

Diploma level students are able to select any of the following project categories by which to deliver a subject, theme or topic of their choice.

1. **Publications:** Preparing Manuscripts, Digital Books, Articles and Essays
2. **Education:** Developing Islamic History Curriculums, Public Lectures and Courses
3. **Multimedia:** Creating Websites, Blogs, Documentaries, Podcasts and YouTube

Students are required to decide on a specific topic of historic import which they can then transform into a project via any one of the above-mentioned media / mediums. The object of this assignment is to transform learning into tangible and productive output, thereby training and preparing our students to transition from passive learning into active production and participation in the creation of new learning resources and opportunities.



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FEES AND PAYMENT PLANS

	PRIMER	CERTIFICATE *	DIPLOMA **
Subjects	1	1	4
Lessons (units)	10	10	40
Tuition Hours	10h	20h	80h
Course Duration	-	40 weeks	40 weeks
Video Playback	✓	✓	✓
Live Lessons	-	✓	✓
Program Folder	-	✓	✓
Mentoring	-	-	✓
House of Wisdom	-	-	✓
Panel Debates	-	-	✓
Live Workshops	-	-	✓
Project Assignment	-	-	✓
Full Course Price	£250	£500	£3,000
Direct payment	£250	£500 £450	£3,000 £2,700
Monthly Plan	-	£50	£300

*Certificate Prices listed per subject

** University accreditation available

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STUDENT LEARNING OUTCOMES

The Muqaddima Program is designed to revive the lost tradition and study of Islamic History and Historiography. Our team of dedicated researchers and academics is committed to the effective and positive development of each student enrolled onto the program.

We monitor and measure the outcome of our programs by following the PEOPLE framework, as outlined below:

- 1. PROVIDE** an immersive and interactive learning environment and community through which students will acquire a thorough and guided experience in the study, analysis and interpretation on one of most seminal and authoritative classical texts ever written on the subject of Islamic History - Ibn Khaldun's *al-Muqaddima*.
- 2. EQUIP** students to cultivate adequate and life-long comprehension skills, critical competencies and proficiency in applying the proper modes and methods for learning and unpacking Islamic History as outlined in the principles of classical Islamic Historiography.
- 3. OFFER** students a wealth of knowledge and insights pertaining to the earliest developments in Islamic History, Historiographers and Chroniclers, up until the medieval age. Students will acquire knowledge of seminal and authoritative authors and texts in classical Islamic History and its sciences.
- 4. PREPARE** students to conduct their own original research assignments and inquiries by teaching them the appropriate means by which to qualify various sources of historical information, the limitations and varying methodologies, terminologies and nomenclature that are prevalent in the register of classical works on Islamic History and historiography.
- 5. LIBERATE** our students from being limited and confined to the rigid, narrow and mostly outdated methods of learning about Islamic history as currently taught in many schools, colleges and universities worldwide. Our programs are designed to be interactive, meaningful and appropriate for a modern audience.
- 6. ENABLE** Diploma level candidates to apply their learning experience directly towards an assignment that will culminate in the publication of an original research article or the development of an initiative that will convey some aspect of Islamic History and its sciences.

We intend to deliver all the above-mentioned through the effective delivery of programs and by educating, training and empowering students to not only learn how to read Islamic history but also how to analyse, interpret and convey it appropriately.

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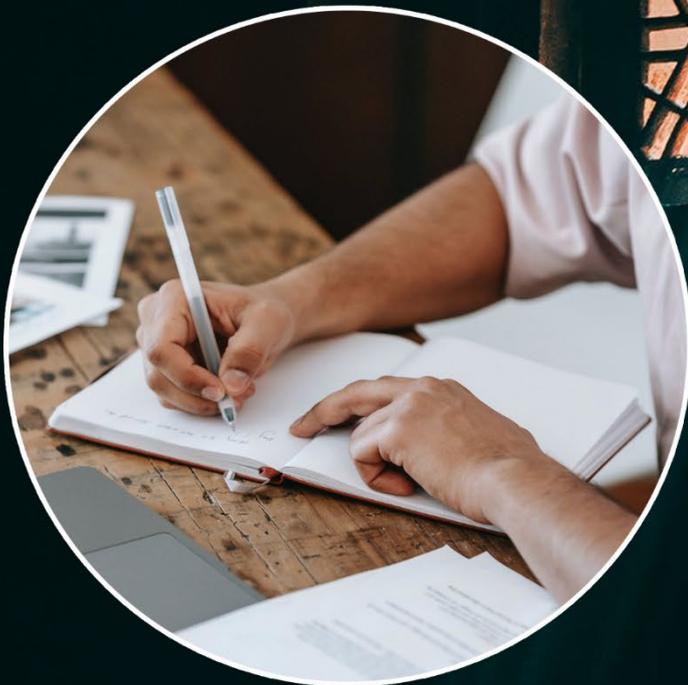


COURSE ASSESSMENT

Students enrolled onto the Diploma Program will be assessed twice during the course.

The first assessment is a mid-term examination and the second assessment is a year-end project that will be comprised of a research assignment accompanied by a presentation delivered before an online-panel of instructors.

Upon completion, students will be awarded a Certificate or Diploma in recognition of their participation.



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OUR ADMISSIONS POLICY

STUDENT ENROLLMENT PROCESS

We are currently accepting applications for courses commencing in [October 2023](#).

Enrollment onto our Certificate and Diploma programs is both easy and swift for both UK and international applicants.

The procedure for submitting an application is as follows:

- Complete the online application form via our website
- Once submitted, our course administrators will respond within 72 hours to schedule an online interview

Successful applicants will receive email notification and an induction pack within 48 hours after having completed the online interview.

ENTRY REQUIREMENTS

We currently only accept applications from students that fulfill the following pre-requisites

- All applicants must complete the online enrollment form
- Students must provide identification to prove that they are at least 18 years of age at the time of enrollment
- All applicants must be able to participate in an online assessment with our course administrators prior to an offer of acceptance
- Students will be required to demonstrate proficient in communicating in the English language (Reading, Writing and Speaking)

INTERNATIONAL STUDENTS

International students are eligible to enroll onto any of all our programs.

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FREQUENTLY ASKED QUESTIONS

- 1. What is the Muqaddima Program?** *This is not in any way a religious program. Students will be taught the skills and abilities necessary to be able to read the classical texts of Islamic History and to contextualise the ideas and intellectual frameworks within which such texts were written by their authors, most notably – the Muqaddima by Ibn Khaldun. Islamic history and its associated Historiography will be the foundation of everything conveyed and taught during the program.*
- 2. How many hours of study will be delivered each month?** *The Certificate program is comprised of a two-hour session delivered once a month for the duration of the entire program, wherein students can select one of four subjects to study. The Diploma program is delivered in four weekly sessions per month, each individual session has a duration of two hours.*
- 3. Can students participate online / remotely?** *Yes, all students have the choice and ability to attend the in-class sessions for either the al-Muqaddima or the Islamic Historiography lessons, likewise – they can choose to participate remotely via our private secured livestream platforms.*
- 4. Will there be specific course texts for each subject?** *Yes, there are core reading requirements for all of our subjects and the course book is included in the student resource pack that is sent to each student enrolled onto the Muqaddima Program.*
- 5. How much homework will be assigned to students each month?** *Homework will only be assigned to Diploma level students. However, students enrolled onto any of our programs will be required to read and study the prescribed course texts prior and to follow every lesson, as specified by the instructors.*
- 6. Are there part-time study programs?** *The current programs are all part-time in nature.*

Is this program delivered in Arabic, Urdu or Turkish? *No, we only deliver this program in the English language*

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OUR REFUND POLICY

CAN I GET A REFUND IF I CHANGE MY MIND BEFORE THE PROGRAM BEGINS?

Yes, all paying students who have enrolled onto any one of our programs but later decide to cancel their application within **14 calendar days** after having made the initial payment - will be automatically eligible for a refund.

Please note that an administrative fee of £50 will be deductible from the total refund balance, in order to cover the cost of processing the reimbursement and the provision of physical learning resources (student pack).

CAN I GET A REFUND AFTER THE PROGRAM BEGINS IN SEPTEMBER?

In such circumstances wherein a paying student decides to cancel their application at any time after the program has commenced (in October), they will

1. Not be entitled to a refund on the amounts already paid as part of the registration fees
2. However, if a refund is requested on additional payments (excluding the registration fees) before November 14th of the same academic year – then they will be entitled to a partial refund of 50% on any monies already paid.
3. Refunds are not granted in any form and under any circumstance wherein the paying student has already completed the entire program and later decides to request for a refund (regardless of whether the student was in attendance for every class or none of them).

Please note that changes in your personal and financial circumstances are not the responsibility of Pathway Group International Ltd and that the company is not liable for changes in your circumstances.

Please note that refunds are not granted if a student has been dismissed following written notice and a complete inquiry into the cause for dismissal.

Please note that refunds can only be requested by the applicant who made the original payment for the program. We are not authorised to make any payments to relatives, associates or acquaintances under any circumstance.

IS THERE AN APPEALS PROCEDURE?

Yes, in extenuating circumstances - appeals for a partial or complete refund may be accepted at the sole discretion of Pathway Group International Ltd but only after a formal request for a refund has been submitted in full by the student and reviewed by the course administrative staff.

Appeals for refunds may be submitted directly via the following admissions@alMuqaddima.com

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DISPUTES AND COMPLAINTS

DISMISSALS

In the case of gross misconduct, dangerous and threatening behaviour, bullying and harassment of any sort – the institute reserves the right to formally request that a student be dismissed from the Muqaddima Program indefinitely, following a written warning.

Students may submit an appeal directly to the course administrator to request reinstatement into the program by sending an email to the following inbox within 7 days of receiving the final notification of dismissal admissions@alMuqaddima.com.

In the event of threats of physical violence or actual bodily assault towards any of our staff and administrative support, the student will be dismissed immediately.

FORMAL COMPLAINTS

In the event wherein a student feels that they have been subject to inappropriate or abusive treatment by any of our instructors or administrative support, we request that a formal written complaint be submitted immediately to the following inbox admissions@alMuqaddima.com at the earliest opportunity and that a copy of the original email complaint be printed and kept safe for future reference. Our staff will then respond to the complaint within 7 days of having received it.

CONTACT US

Are you looking for more information about the Muqaddima program?

You may submit your direct queries and inquiries into us by completing and submitting the online form below. We strive to respond to every query within 48 hours.

Alternatively, you may email our admissions team via the following

Email admissions@alMuqaddima.com

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The Muqaddima Program is legally licensed and registered to trade in the UK and Wales
Registered office address: Kemp House, 160 City Road, London EC1V 2NX United Kingdom