

CIL Online (Bilingual)

Student information booklet

IN THIS BOOKLET

About us & our students
What is CIL Online Bilingual
Know the course policies
Understand the registration process
What is Learning Management System
FAQs
Departments
Academic Calendar 2013-14
How to communicate

ZAYNAB ACADEMY

DISTANCE LEARNING PROGRAMS

Zaynab Academy is dedicated to introducing women to the classical methodology of Islamic knowledge and scholarship through a modern educational approach. Our distance learning programs are formatted to deliver the most out of an online learning experience. This includes a fully featured virtual classroom integrated with a user friendly Learning Management System for collaboration. With a dedicated team of TAs and teachers, we offer individual help and attention to each student through our student support center—distances never hamper our always growing community of seekers of *ilm* and spirituality

WWW.ZAYNABACADEMY.ORG

About US

Zaynab Academy (for women) was founded in 2005 by Sobia and Kamaluddin Ahmed as a nonprofit, nonpartisan and nonpolitical educational institute dedicated to Classical Islamic Learning and Spirituality.

Under the guidance and patronage of Shaykh Zulfiqar Ahmad (db), Shaykh Kamaluddin Ahmed and Aalimah Sobia Ahmed, Zaynab Academy offers a pathway to women all over the world to attain Classical Islamic Knowledge through onsite and distance learning programs.

Shaykh Zulfiqar Ahmad (db) is one of the leading shaykhs of Tasawwuf in the present era. Formally granted authorization (ijazah) in the Naqshbandi spiritual path (tariqah), he retired from his position as an electrical engineer at the age of forty to devote himself entirely to

the service of Islam. He regularly travels to more than thirty countries transforming the lives of people all over the world. A testament to his deep love for Allah s.w.t, his uncompromising dedication to the Sunnah of the blessed Prophet and his firm adherence to Islamic Law (shariah) is that thousands of religious scholars and students of Islamic learning are among his students.

Shaykh Zulfiqar Ahmad (db) regularly delivers lectures in both English and Urdu across the world. Furthermore, he has written dozens of books many of which have been translated into several languages.

Shaykh Zulfiqar Ahmad (db)'s spiritual chain traces back through a series of authentic teachers all the way to the Holy Prophet s.a.w.

Shaykh Kamaluddin Ahmed was born and raised in Manhattan, New York City. He received a BA in Political Science and Arab & Islamic Civilization from the University of Chicago. Shaykh Kamaluddin then spent many years in Pakistan, studying full-time the classical disciplines of Islamic learning including tafsir of the Qur'an, Hadith, Arabic grammar, law and legal theory. He received the 'Alimiyyah' degree as well as formal authorization to transmit legal opinion (ifta).

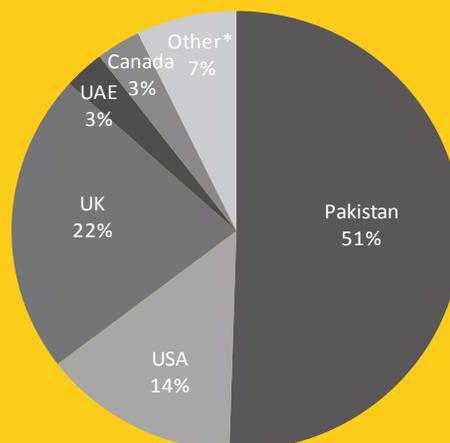
From 2005-2010, he was a lecturer in Islamic Intellectual History, Legal Theory, Spirituality and Ethics at one of Pakistan's leading universities. Currently, he is a postgraduate student in Islamic Intellectual History and Legal Theory at the University of Oxford.

For over seventeen years, Shaykh Kamaluddin has consistently remained in the close company of the highly respected Shaykh Zulfiqar Ahmad (db), and was granted ijaza by him in tasawwuf (Islamic Spirituality) in 2002. Since then, he has continually tutored seekers on the path to becoming closer to Allah s.w.t.

Aalimah Sobia Ahmed was born and raised in the US and received her BA in Sociology and Arabic and Islamic Civilization with double honors from the University of Chicago and Masters of Education from the University of Illinois. She went on to study the Dars-e-Nizami course full-time for four years in Lahore and received the 'Alimiyya' degree. In 2005, Aalimah Sobia founded Zaynab Academy in Lahore, where she teaches classes in Quran, Tafsir, Hadith, Fiqh, and Arabic. She also delivers talks on Islam and drawing closer to Allah s.w.t.

About our students

2009 - 2012	
Pakistan	858
United States of America	240
United Kingdom	375
Canada	50
United Arab Emirates	55
Other*	122
*India 20, South Africa 15, Australia 8, Qatar 5, Singapore 5, Egypt 5 Oman 4	



What they say

2 years ago when ZA announced that CIL is now online, my best friend and I were very excited but worried about whether we could manage it alongside being an MBBS student. Alhamdulillah Allah SWT inspired us with His Wisdom, and we took the plunge. And what a dive it has been! Every day was a race, as we rushed from our clinics, wards and sessions to the computer lab to fill our hearts with the nur of this sacred ilm. Alhamdulillah Allah SWT chose us for this. May Allah (SWT) Grant every one of us the choicest of His Blessings Ameen.

Nudrat Shamim, MBBS Student (AKU), Karachi, CIL Year 03

'The drama of the world is not the clash between Muslim & Pagan, or Tradition & Revolt, but between Love of God & Love of Self.' From the love of self, here I entered into the world of craving for love of Creator of this self. Every day is a struggle with shaytan convincing me I just can't do this with my university studies and every day is a motivation from my fellow ones that you are one in a billion He chose to grant this ilm, if Allah Ta'Alah got you to it, He will get you through it. There are times you find things hard but the feeling of *struggling* for the sake of Allah (swt) , it's just priceless.

Zehrah Yakoob, BBA Student (IBA), Karachi, CIL Year 02

CIL online my ticket to Jannah, I am loving it and holding it tight Alhamdulillah. Life is too short to be wasted, have to run towards deen, and never let go. My Zaynab Academy family with all my teachers and sisters has always been there for me, and it's here only that I found the true meaning of love for the sake of Allah swt. I can never ever be thankful enough to Allah (swt), The turner of hearts, for giving me a chance to study ilm, Alhamdulillah. "

Kiren Moazzam, Homemaker, wo kids, Lahore, CIL Year 03

Taking CIL along with college and family committments seemed impossible at times, but as Allah swt says in the Qur'an, "Verily! Man has been created in difficulty". Under the guidance and du'as of our beloved teachers Allah swt made way for me through all the difficult times. Although it is not easy to travel on this path but with Allah swt on your side nothing is impossible as we didn't come here, but were sent here.

Zohaa Hassan, MBBS student (Shifa), Islamabad, CIL Year 02

What is CIL Online (Bilingual)

Course design and aim

Classical Islamic Learning Online (Bilingual - English & Urdu) is a 5 year alimah course designed to introduce women to the classical methodology of Islamic knowledge and scholarship through a modern educational approach.

The philosophy of the CIL course is distinct in its embrace of the entire academic tradition of the *Ahl al-Sunnah wal-Jama'a* with respect for all scholars of Tafsir, Hadith, Fiqh, and Usul al-fiqh. Moreover, the CIL highlights the importance of spiritual purification (*tazkiyah*) and inner reform (*islah*).

Highlights of the program

- * **CIL core subjects** include Quran, Hadith, Islamic law (fiqh), Islamic scholarly tradition, Tajweed, Arabic grammar and language.
- * An effective **Learning Management System (LMS)** to facilitate online learning, monthly circles, interactive student discussion forums, course recordings, an e-classroom equipped with an interactive whiteboard, live student-teacher chat and more.
- * **No registration fee or tuition fee.** All online courses offered by Zaynab academy are entirely free. Students would only need to buy their own books.

Schedule

Classes will meet **Monday to Thursday 5:00-8:00 PM** (Pakistan Standard Time). A detailed academic calendar will be shared in the introductory session. This schedule is subject to change in subsequent years and may also change for year 01 given students' requests.

Who should consider?

- * Students residing in Pakistan who cannot join our regular onsite classes because of timing or transport issues or if Zaynab Academy does not offer courses in your city/area.
- * Students who understand and read English and Urdu.

What is "Bilingual"?

- * Bilingual implies that students should be able to understand and read both English and Urdu comfortably. Writing in either language is acceptable. If you are not comfortable with both, you may want to consider English only courses offered by Zaynab Academy Online.

Important dates you need to know:

SECTION 1	SECTION 2
Last date to register: September 21, 2013, 9:00 PM PST	Last date to register: September 29, 2013, 9:00 PM PST
* Introductory session: September 23, 2013, 7:00-8:00 PM PST	* Introductory session: September 30, 2013, 7:00-8:00 PM PST
* Classes begin: September 24, 2013, 5:00 PM PST	* Classes begin: October 01, 2013, 5:00 PM PST

Introductory session will welcome you on board, introduce you to LMS, go through the course information booklet, course schedule, & academic calendar, and address any questions you may have. You can also consider it a demo class which will let you experience an online learning environment.

Course Policies

Attendance and class recordings

- * Students are allowed access to class recordings if they miss classes. Each recording is available with the “subject TA” of each course and the TAs keep a track of your self-paced progress and assist however required.
- * All students are provided with “self marking” of attendance and recordings. Subject TAs analyze the self marking sheets each month for each student.
- * In order to take the “term exam” and eventually final exam, at least **80% attendance** is required for each subject.
- * Students who miss a class due to a genuine reason (such as, class timings are overlapping with their job or university timings or if they have applied for leave which is approved) will be eligible to access class recordings.
- * Our support team of subject TAs regularly monitor the attendance records of each student and provide consistent support to those students who are falling behind in maintaining adequate attendance, by sending them reminder emails and by encouraging and counseling them on how to keep up with the pace of the course.

Monthly Circle

Students living in Karachi, Lahore, Islamabad, Rawalpindi, Riyadh, Sydney, London and Bahrain are **required** to meet their fellow students, teachers, and senior students once a month at assigned places in these cities. Each of these cities will have a Monthly Circle Coordinator (a ZA teacher or a ZA senior student). Activities held at these monthly circles vary; spiritual talks, dinners, students’ children fun activities, academic help, and other ideas are entertained as per students’ requests. The number of meet ups increase each subsequent year. Students living outside these cities and international are given alternate creative projects to work on. These projects are decided and assigned by the course coordinator after discussing with the students. All the projects are later shared on LMS.

Skype Sessions

All the students need to have a free **Skype account** through which they can communicate with their teachers and TAs outside the class timings.

LMS

Each core subject of CIL program has its own course page on the online ‘**Learning Management System**’ (LMS). LMS is the heart of **student-student and student-teacher interaction**. This is the portal to exchange notes, class slides, reading material, news, feedback and find answers to queries and confusions.

Quizzes, Assignments, and Exams

- * **Take-home quizzes and assignments** are also posted by the teachers in respective course pages on LMS. Students are given ample time to attempt and submit their answers by **scanning** their tests and uploading their files in the submission folders on respective course pages. The students will be allowed to **view their performance** once the teacher has graded their exams.
- * **End of Term Exams and Annual Exam:** CIL Year 01 is divided in **three terms** and there will be an assessment exam at the end of first two terms and **final exam** will be conducted at the end of the academic year in June. Students are given review time to prepare for the exams.

Course Policies (continued)

Books and E-books

Booklist will be made available at the start of the term. Books will be arranged for purchase by the 'City Books Coordinators' in Karachi, Islamabad and Lahore. Those living outside these cities can choose to have their books mailed to them from these centers or arrange themselves. E-books are hosted at Scribd and can be accessed through LMS.

Discussion Forums

A discussion forum called Coffee Table exists on LMS, which has become the favourite hangout place of many of our online students. We see this as an important way of knowing our students better, outside of the classroom.

News and Announcements

News and announcements regarding class, events, time changes will be posted on the LMS webpage.

Feedback

Your feedback is important to us. From time to time, feedback forms will be uploaded on LMS regarding courses, classroom, schedules, and more are added as required.

Add-Drop Period

First two weeks of the 1st term are considered as an add-drop period; this is a trial period to get a feel of the learning environment. You are welcome to discuss any problems or issues with the Student Services and Support team. Students who are convinced that they want to drop out should do so within this time period.

Academic Calendar

Each term will have an updated academic calendar on LMS which will outline the study period, for that term, exam days and holidays (such as Eid break and national holidays). Please see pg. 10 for the current academic year.

Student Support and Services

CIL Online (Bilingual) comes with a team of teachers, TAs, and counselors to assist you in learning. This assistance helps grow our students spiritually and supports them stand the day to day crunch times. Students are encouraged to make use of the personal one-on-one support office hours via phone, skype, or personal meetings.

Tazkiyah and Tarbiyyah

At Zaynab Academy, tazkiyah and tarbiyyah (spiritual & personal development) lies at the heart of learning. Weekly online talks and personal time spent with the teachers are a key to this.

Registration process

To register for CIL course, visit <http://www.zaynabacademy.org/registration-desk/sign-up-for-a-course/> and fill in the form following the steps give below.

1. Fill in the form to complete step 1 of 3 & click “next”.

Zaynab Academy Online. HOME ACADEMY REGISTER COURSES CERTIFICATE PROGRAMS EVENTS CONTACT US

REGISTER
Home / Register

Step 1 of 3 - Personal Details 33%

Name *
SAY FIRST NAME SBY LAST NAME
First Last

Mobile Phone *
1234567890

Email *
SYPESHAL@SYPESHAL.COM SYPESHAL@SYPESHAL.COM
Email Email Confirm Email

Address *
123 STREET, HOUSE NO 123
Street Address
12345 SBY CITY
City SBY City
Pakistan SBY Postal Code
Country

Age *
Under 18

Employment Status *
Employed Full-Time

Next

2. Fill step 2 of 3 & click on “next”.

Zaynab Academy Online. HOME ACADEMY REGISTER COURSES CERTIFICATE PROGRAMS EVENTS CONTACT US

REGISTER
Home / Register

Step 2 of 3 - Course Sign up Details 66%

Choose a Course *
Advanced Foundations Academic (p 2013-14) (English only)

You must read the student information booklet before registering for Advanced Foundations.

Register me as *
 A full time student
 A self-paced student

Student Agreement *
 Registration and privacy policy: I agree to not share live class streaming, class recordings, my Zaynab Academy user accounts and passwords, and anything else that the admin of this program may ask me to add to this list.

Describe in a few lines your intentions and hopes in taking this course *
PLEASE DESCRIBE

Next

3. Complete the form by filling step 3 of 3 & click on “Submit.”

Zaynab Academy Online. HOME ACADEMY REGISTER COURSES CERTIFICATE PROGRAMS EVENTS CONTACT US

REGISTER
Home / Register

Step 3 of 3 - Address Home - Complete Registration Information 100%

Education *
High School

Institute *
SAY INSTITUTION

Industry / Area of Interest *
Accounting/Finance

Islamic Education (Course/institutions/dates):
DESCRIBE HERE

Favorite Islamic Authors/Books/Webpages:
DESCRIBE HERE

Have you taken a course at Zaynab Academy before? If yes, please tell us about your experience:
DESCRIBE HERE

Comments/Questions
DESCRIBE HERE

How did you hear about us? *
Google

Submit

4. Your registration is complete. An auto-reply will be sent to your email address.

Zaynab Academy Online. HOME ACADEMY REGISTER COURSES CERTIFICATE PROGRAMS EVENTS CONTACT US

REGISTER
Home / Register

JazakumAllah for registering with us. We have just sent you a confirmation email on the email address provided by you.

For any questions, please use contact form on the website. Kindly add Zaynab Academy Online's email address in your contact list to avoid emails getting into your Junk mail.

For Online Courses:
Please keep checking our website

Zaynab Academy Online
www.zaynabacademyonline.org

Understand LMS

Go to <http://lms.zaynabacademy.org> & follow the steps mentioned below to create and log in to your account.

1. Click on “**create new account**” if you are logging in for the first time .

2. Fill in the form to create a new account and click on “**Create my new account**”

3. After completing step 2, **your account will be activated soon**. Visit the same page after sometime and enter your user name and password to log on.

4. The main screen on home page is the **notice board**. On the top menu, go to **Courses -> CIL Year 01** and then to **Courses -> Common Course for Year 01 and Year 02**

5. Click on the course name to enter its webpage. Enter the **enrollment key** (which will be emailed to you) in the box and click on “**Enroll me**” to get enrolled.

6. You have now entered the course page. Now you can access the class, subject forum, eBooks, lectures, assignments & other subject related documents.

Frequently Asked Questions

Is there a fee for this course?

There is no registration or tuition fee for this course; however the students have to purchase their own books or make use of ebooks.

Is there an age limit to this course?

None.

Do I need to be expert in using computer and internet for taking this course?

You will need to know enough about using a computer, pair of headphones, and internet to be able to find your way into the classes and LMS. But not being an internet expert should not be a deterrent, our teachers and students are always here to help you out.

How do I get my books?

Books will be arranged for purchase by the 'City Book Coordinators' in Karachi, Islamabad and Lahore. Those living outside these cities can choose to have their books mailed to them from these centers or arrange themselves (booklist will be provided). Moreover, E-books are also available at Zaynab Academy's scribd page and can be easily accessed through LMS.

What does Bilingual mean?

See p. 4

Do I need to be very fluent in reading Arabic for taking this course?

No, reading basic Arabic language is enough. Fluency is not a must.

How much time commitment is needed?

Classes will be held from 5-8pm PST, Monday to Thursday. See p. 4 for more. You will be required to commit 15-16 hours (in class and out of class) per week.

Will I be allowed to take some time off for college exams/ umrah/hajj/marriage/other responsibilities?

Usually, yes.

Will I have access to class recordings if I cannot attend classes during my leave or if I am unable to attend a class due to overlapping timings with my university/job?

See p. 5

Can I take this course if I live outside Pakistan?

Yes. Timings may seem odd to you if you live outside Pakistan; however, all schedules are made considering Pakistan Standard Time.

I want to study an Islamic course to gain knowledge about our Deen but I am not sure if I would be able to commit myself for entire 5 years. Can I enroll for one year initially?

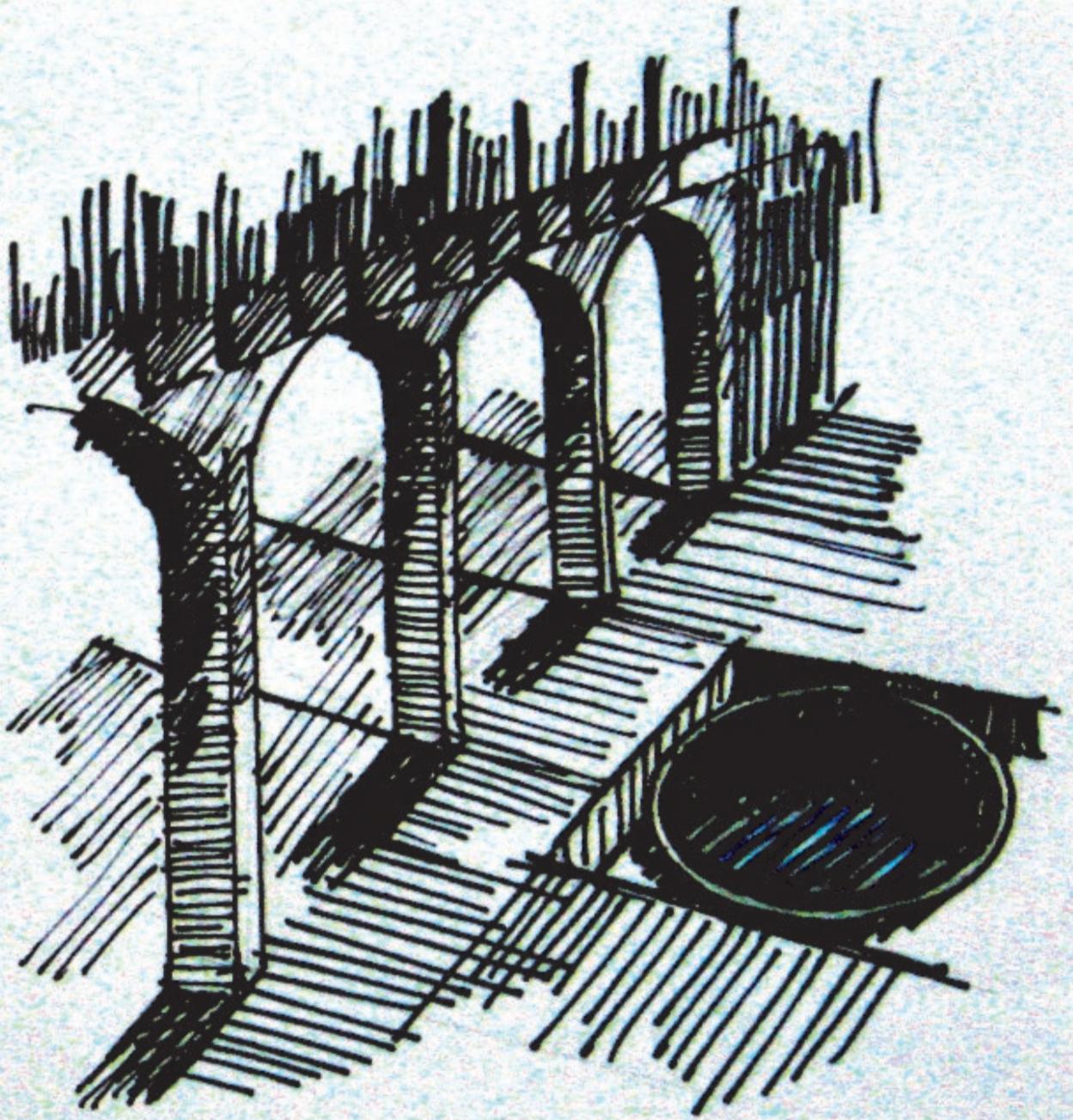
Yes. First step does matter. You can enroll to see if you can manage and wish to take forward. Doing all 5 years is recommended and we are here to assist you; still, we will understand if you need to drop out after a year hoping to join again later. We will let you consider coming back each academic year and join us where you left.

Departments			
Department	Name	Skype ID	Email ID
Technical support and registration	Sana Arif	sana.arif2	sanaarif@gmail.com
Course coordinator TA for Year 01	Zohaa Hassan	zohaahassan	zohaahassan18@gmail.com
Subject TAs & teachers	See LMS after registration		
-Student support and services - Course coordinator	Harime Hammad	harime3000	harime@gmail.com

Academic Calendar 2013-14 (a much more detailed calendar will be shared in orientation session)		
	Start - End	Number of weeks
Term A	Sept 24 - Dec 03	10 weeks (last week for exams)
Term B	Dec 04 - Mar 04	13 weeks (last week for exams)
Term C	Mar 05 - May 16	10 weeks
Annual exam prep leave	May 17 - May 28	2 weeks
Annual exams	May 29—June 03	1 week
Annual Vacations	June 04—Aug 15	10 weeks (includes 4 weeks of Arabic language intensives)

Unsure whether this course is for you or got a question?

Please email the [Student Support Center](#) and we would be very pleased to assist you



Cover image: “Spectrum” - Water color by Areesha Ahmad, a third year student of Classical Islamic Learning program from Lahore, Pakistan.

Above: “Classic Courtyard and *Hauz*” - Pencil by Areesha.

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