

Exam Policies

Only students who have paid and attended the seminar in person are eligible to take the exam and receive credit for the seminar.

Administration of Exam

All exams will be held online and are to be taken directly from the student's AlMaghrib profile. The profile will show the exam deadline. All students who have taken the seminar are responsible for checking their student profile. E-mail reminders are sent as a courtesy only.

The exam should be available to take the day after the completion of the seminar (usually a Monday). The deadline to take the exam is 60 days thereafter.

If a seminar is being taught for the first time, the exam may take up to 14 days to appear in the student's profile. If it has exceeded 14 days, please contact exam@almaghrib.org.

Course Credit

To receive credit towards the AlMaghrib Degree, students must attend the seminar and take the exam. Students will receive their final grades for each seminar upon completion of the exam. The passing grade for AlMaghrib Institute's exam is 70%, unless stated otherwise. Students who have not received their exam results immediately after submitting their exam should contact exam@almaghrib.org.

Exams for Online Courses

Exams for online courses may be taken up to 6 months after the live sessions have ended. This time frame provides students with sufficient time to review all modules and study accordingly.

Absence from the Final Exam

Students are responsible for knowing the time and date of the exam. Exam information is clearly available to each registered student in his or her AlMaghrib profile and the AlMaghrib website (www.almaghrib.org/exams). Therefore, lapses in the knowledge of the above-mentioned information are not acceptable grounds for missing an exam. **Deferred exam requests based on the above reasoning will be denied.**

Absence from the exam for any further reasons must be justified in writing with adequate documentation. Only missed exams due to serious illness, unfortunate family circumstances, or serious extenuating circumstances will be reviewed for a deferral after the deadline. **Inadequate exam preparation is not an acceptable ground for the request of a deferral.**

Students who take their exam during the period of illness may not appeal the results of their exam on the grounds of sickness. Absence for other serious reasons must be justified in writing. The Deferral Coordinator reserves the right to approve or deny deferral requests put forth by students.

Retake Policy

Students who have received a failing grade on their final exam (less than 70%) and wish to pursue a credit have the option to retake a different version of the exam for the seminar. The student is required to pay an administrative fee for the retake exam. To request a retake exam and pay the administrative fee, students must log in to their ALMaghrib Profiles.

Students may only take up to a combination of 5 exams (Late & Retake) per calendar year.

Late Exams

Students who have taken a seminar but have chosen not to take the exam by the deadline will not receive credit. However, students may elect to take a remitted exam in order to receive course credit. An administrative fee will be charged to take the exam. To request a remitted exam and pay the administrative fee, students must log in to their ALMaghrib Profiles.

Students may only take up to a combination of 5 exams (Late & Retake) per calendar year.

Fee Schedule

Please contact registrar@almaghrib.org for fees related to Late and Retake exams.

Special Needs

AlMaghrib makes every effort to accommodate the needs of all students. If you have any particular needs regarding the exam, please email exam@almaghrib.org so that we can assist you.