# Dar al–Zahraa and its Regulations

**All praise is due to Allah, Lord of the Worlds, and may peace and blessings be upon Prophet Muhammad, the truthful and loyal, and upon his Family and Companions.**

To proceed, *Dar al-Zahraa* is considered one of the leading institutions of beneficial knowledge in Tarim. It was established to provide sacred knowledge for females, where the pursuit of knowledge is closely integrated with worship. At *Dar al-Zahraa*, knowledge is acquired from qualified teachers who possess authentic chains of transmission (isnād) linking back to the Beloved Prophet ﷺ.

## The Founding of Dar al–Zahraa

*Dar al-Zahraa* was founded in the year 1418 H in Tarim, Hadhramaut, Yemen. Construction of a purpose-built facility soon began, and the building was officially opened in 1422 H.

## Dar al–Zahraa's Goals and Objectives

Three objectives serve as the foundation upon which the activities of the Dar are based. They are:

1. **Sacred Knowledge** (**‘Ilm**):
   To teach the sciences of the Sacred Law and other related disciplines with precision.
2. **Spiritual Wayfaring** (**Tazkiyah**):
   To rectify the self by developing absolute sincerity in intention, and embodying qualities such as fear of Allah, renunciation, and scrupulousness, alongside the purification of the heart and refinement of character.
3. **Calling to Allah** (**Da‘wah**):
   To call Allah’s servants to Him with wisdom and beautiful preaching.

## The Spiritual and Academic Environment of the Dar

Time at Dar al-Zahraa is carefully divided among various activities: attending lessons; reading; waking up before Fajr to pray and seek forgiveness during the early dawn hours; praying in congregation; reciting the Noble Qur’an; performing adhkaar, awraad, and supplications; observing the rawaatib prayers; building mutual acquaintance; training in teaching, preaching, and going out to call to Allah. Additionally, there are designated times for meals, sleep, and rest.

## Conditions of Acceptance

1. Applicants must be older than 13 years of age.
2. Applicants must be free of any contagious diseases and undergo a medical examination upon arrival.
3. The applicant must be fluent in the Arabic language (comprehension, speaking, reading, and writing) if she is from Yemen, Indonesia, Malaysia, Thailand, or Singapore.
4. Applicants from institutes within Yemen must have completed the equivalent of the beginner level at the Dar.
5. Applicants must report to the Dar within the arrival period determined by the Acceptance Committee.
6. Applicants must complete and submit the electronic application form before the registration deadline.
7. Applicants must provide a letter of recommendation from a reference known to the Dar, available for verification if needed.
8. Applicants must pay the financial fees as outlined in the application form.
9. Applicants must agree to and be prepared to abide by the regulations of the Dar.
10. Applicants must present written approval from their parents or guardians to join the study at the Dar.
11. Applicants must submit copies of all required documentation.
12. Applicants must accept the placement level assigned by the Education Office.

## Curriculum of Study

Students of knowledge are taught various branches of sacred knowledge, including the Noble Qur'an, the Prophetic Sunnah, Islamic Jurisprudence (Fiqh), Iman (Faith), Ihsan (Spiritual Excellence), Islamic Beliefs ('Aqidah), Purification of the Heart (Tazkiyah), the Arabic language, Islamic Culture, and Islamic History.

## Eductaional Departments

Upon arrival at the Dar, each student will undergo a placement test or interview to determine the appropriate level of study.

**Qur'an Memorization Department**

A female student may enroll in this department after completing elementary-level education. By joining this department, she can memorize the Qur'an, learn the rules of tajwīd and its interpretation, study the noble

Prophetic Sunnah, as well as Islamic jurisprudence and iḥsān. Registration for this department is open only in the month of Shawwal, and the duration of study in this department is one and a half years

**Curriculum Levels Department**

Students progress gradually through the beginner and intermediate levels. At each level, they receive instruction in portions of knowledge from the Noble Qur'an, the Prophetic Sunnah, Jurisprudence related to Islamic rulings, Iman (Faith), Ihsan (Spiritual Excellence), Beliefs ('Aqidah), Purification of the Heart (Tazkiyah), the Arabic language, Islamic Culture, and Islamic History.

Each level consists of several grades:

- The beginner level lasts one and a half years.
- The intermediate level lasts three years.

**Arabic Language Department for Non-Native Speakers**

This department is dedicated to teaching Arabic to non-Arabic speakers. It also offers lessons on the recitation of the Noble Qur'an and basic Jurisprudence. The duration of study in this department is one year.

## Daily Schedule

**Daily Schedule**

- Students wake up 45 minutes before Fajr to pray the Witr prayer, then gather to recite the adhkaar related to the end of the night.
- They continue reciting adhkaar until Fajr, then pray in congregation. After Fajr prayer, they recite adhkaar and remain in the prayer hall until sunrise to attend the lesson of Habib Umar Bin Hafiz. After the lesson, students return to their rooms to rest.
- At 6:45 a.m., students eat breakfast and prepare for the first lesson, which begins at 7:20 a.m.
- Morning lessons end at 11:30 a.m., followed by congregational Dhuhr prayer and recitation of adhkaar in the prayer hall.
- At 12:30 p.m., students eat lunch, then take a Qaylulah (siesta) and rest in their rooms until Asr prayer.
- Students prepare for Asr prayer 15 minutes before the adhaan and pray Asr in congregation in the prayer hall.

- After Asr, students attend the Rawhah lesson with Habib Umar—a gathering where books are recited before him. After the lesson, students greet each other and recite adhkaar.
- Following the Rawhah lesson, students rest, review lessons in groups, and sit together until 15 minutes before Maghrib adhaan, when they prepare for prayer, recite adhkaar, and pray Maghrib in congregation.
- Students review portions of the Noble Qur'an in study circles, followed by the recitation of *Ratib al-Imam al-Haddad* until the adhaan of 'Isha. On some nights, a lesson is delivered by Ḥabābah Umm Salim (may Allah preserve her). Then, the 'Isha prayer is performed in congregation, followed by the recitation of the adhkaar.
- After Isha, students eat dinner, followed by revision time until 10:00 p.m. Lights out and bedtime are at 10:30 p.m.

## Special Schedule

**Friday Morning**:

- After sunrise, the Burdah poem is recited in the yard of the Bid'at al-Mustafa area, followed by time allocated for cleaning the Dar. Breakfast and rest take place from 8:00 to 9:00 a.m.
- At 10:00 a.m., the Gathering of Prayers Upon the Prophet ﷺ is held. After the noon prayer, speeches are delivered by some female students.

**Monday Evening**:

- Reading of Hazrat Al-Aidarous, followed by the weekly Monday session titled *Meanings, Knowledge, and Connotations of the Clear Verses* with Habib Umar bin Hafiz.

**Wednesday Evening**:

- After the Asr prayer, the students head to the house of al-Habib Umar bin Hafiz to attend the weekly lesson.
- After Isha prayer, students attend the lesson on *Ihya' Ulum ad-Din* (The Revival of the Religious Sciences).

**Thursday Evening**:

- After Maghrib prayer, students attend the reading session of the Prophet's Biography and the lesson on Conduct Guidelines.

## Residence

- New students are arranged to live in a residence outside Dar al-Zahraa but close to it, called Sayyidat Nisa' al-'Alamin Residence and Ummul Husain Residence '.
- The residence at the Dar consists of rooms shared by 7 to 9 students from different countries.
- Each student is allocated a designated space within the room; items not frequently used may be stored in the accommodation warehouse.
- Sleeping is on floor-level foam mattresses that can be purchased; the use of bed frames is not allowed.
- The dormitory operates under a specific opening and closing schedule, which all students are required to follow.

## Food

- Three meals (breakfast, lunch, and dinner) are provided daily inside the residence, each served at a designated time.
- Students eat together in groups in the dining hall, sitting in circles of 5 to 7 people.
- Rice is the main staple for most meals, while bread is served at breakfast and dinner.
- Lunch side dishes vary and may include fish, chicken, or occasionally meat, along with salads and sometimes fruits.
- Breakfast and dinner side dishes include items such as soup, beans, eggs, cheese, and jam.

## Electronic Devices

- All new students must submit their electronic devices (laptops, mobile phones, cameras, etc.) to the Student Affairs Office.
- The use of mobile phones with cameras is strictly prohibited.
- Students may bring a mobile phone without a camera, which must be submitted to the Student Affairs Office. Specific times are allocated for phone use.

- Use of electronic devices is forbidden at all times unless permission is granted by the Student Affairs Office for use during designated periods.
- MP3 players and FM radio devices are permitted solely for listening to lessons.

## Dress Code

Students are expected to dress modestly and decently at all times, taking Sayyida Fatima al-Zahraa, may Allah be pleased with her, as their role model, and to observe the traditional dress etiquette of the people of Tarim.

- **Uniform**: The uniform consists of a plain black Abaya, a white headscarf (Hijab), and black socks. Students are required to wear underwear and trousers underneath.
- **Inside the Dar and residence**: Dress should consist of a long garment reaching the ankles with long sleeves. Short dresses or dresses with short sleeves are not permitted. Long-sleeved blouses and skirts are allowed, but trousers must always be worn underneath along with a headscarf.
- **Outside the Dar and residence**: Students must always dress modestly and decently by wearing a loose, plain black Abaya, a long face veil (niqab), black socks, and a loose dress with trousers underneath. The use of perfumes is not allowed.

## Leaving the Dar or residence

For the safety and protection of the students, and to fulfill the duty of safeguarding trust and care, student departures from the Dar and residence are regulated by a special system called the Rukhsah (Permission System). The main points include:

- It is strictly forbidden to leave the Dar and residence without prior permission.
- Students may go out once a month to visit the home of a family known to the Dar, with approval from the Student Affairs Office.
- Students are permitted to leave for medical clinics outside the Dar only if arranged and approved by an employee of the Dar Clinic.
- Overnight stays outside the Dar or residence are not allowed unless accompanied by one or both parents.
- Students may attend events or occasions only after receiving an invitation from the event's host and obtaining approval from the Student Affairs Office.

## Facilities

The Dar seeks to serve its students to the best of its abilities, helping them dedicate themselves fully to their studies and achieve the Dar's objectives.

- **Reading Library**: Contains a wide collection of books and references available for reading and borrowing by students.
- **Clinic**: Provides primary health care services through specialists and includes a ward for patient care. The clinic also arranges appointments with external clinics when necessary.
- **Convenience Store**: Located within the Dar, this store sells personal items, sweets, beverages, and snacks.
- **Restaurant:** Provide some snacks and juices.
- **Telecommunication Shop**: Provides recharge cards, calling cards, and international calling services, depending on the quality of the internet connection.
- **Laundry**: Offers clothes washing service for a nominal fee.

## Regulations Regarding Residency in Yemen

1. Students are granted a residency permit for the purpose of studying at Dar al-Zahraa. The permit is valid for one year and is renewable upon expiration.
2. It is prohibited for holders of a student residency permit to work in Yemen, whether for compensation or otherwise.
3. Leaving the Hadhramaut Valley region is not permitted without prior approval from the Dar administration and submission of the required documents.
4. An "Exit and Entry" visa is issued to students wishing to travel during the annual vacation, provided they have stayed at the Dar for at least one year since their arrival or last travel.
5. A "Final Exit" visa is issued to students wishing to travel during the study period or before completing one year at the Dar since their arrival or last travel, or if they violate the Dar's regulations.

## Fees & Costs

**Financial Costs and Contributions**:

- **Student visa issuance fee from Yemen**: 145 USD.
- **Registration and admission fee for students coming from outside Yemen**: 50 USD.
- **Fee for issuing a new residence permit along with the medical examination**: 140,000 Yemeni Riyals.

- **Annual residence permit renewal fee**: 68,000 Yemeni Riyals.
- **Ticket guarantee**: An amount of **600 USD** paid by the student to the institute as a Shar'i loan. This amount will be returned to the student when she permanently returns to her home country.
- **Housing fee** (**Umm al-Husayn Residence**): **660 USD**, including the contribution to food expenses. The student will be accommodated in the Umm al-Husayn Residence under Dar al-Zahra, and her classes will take place inside the institute.

**Note**: All financial costs are subject to increase or decrease.

## Documentation Required

### Documentation Required for Application

- A copy of proof of identity (ID card, birth certificate, or passport).
- A copy of the guardian's approval letter.
- A copy of a recommendation letter from a reference known to the Dar.

### Documents Required Upon Preliminary Acceptance

- The applicant's signature on a statement pledging to abide by the regulations set by Dar al-Zahraa.
- Copies of medical examination results (including tests for AIDS and liver conditions).

**Note**: Copies of all requested documents must be attached to the application form. Original documents must also be presented upon arrival at the Dar.

### General Regulations and Code of Conduct

- Establishing the sincere intention to benefit others, teach, call to Allah, and to strive toward achieving the three objectives of Dar al-Zahraa.
- Adhering to speaking Arabic, the language of the Noble Qur'an.
- Dressing in a manner befitting the country and the appearance of the righteous, in all circumstances.
- Maintaining proper etiquette and composure at all times.
- Being punctual and committed to attending all lessons and gatherings.
- Refraining from engaging in any work or activities that violate Yemeni residency policies.
- Women's travel must be accompanied by a mahram or a group of women.
- Taking photos or using cameras is strictly forbidden inside the Dar and its accommodation.

**Students may contact their parents and/or guardians through the Student Affairs Office, where a dedicated phone has been provided for this purpose.**

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## Consent and commitment

**Dear Sister**,

If you have read all the conditions of admission, the etiquettes, and policies of the Dar, and you are able to comply with them and complete the admission process, you are kindly requested to confirm your agreement.

Included is an agreement of compliance. You may either print and sign it or write out its contents by hand, sign it, and then send us a picture of the signed document.

**Student Approval**:

I, _____, agree to the conditions of admission, the etiquettes, and policies of the Dar, and I am prepared to abide by the regulations of the Dar as well as any other regulations set by the administration.

**Student's Name** (as shown on passport): _____

**Student's Signature**: _____

**Guardian Approval**:

I, _____, agree to the student's enrollment at Dar al-Zahraa and confirm that she is prepared to abide by the regulations of the Dar as well as any other regulations set by the administration.

**Guardian's Name** (identical to the passport): _____

**Guardian's Signature**: _____

**Telephone or WhatsApp Number** :_____