

Contact Procedures

Query	Method of Contact
Admissions and General queries	<ol style="list-style-type: none"> Email: Admission@BayaanAcademy.com Phone: +1 (410) 881-2160
Academic Inquiries (Grades, Assignments, etc)	Email: <ol style="list-style-type: none"> Relevant Teacher Elementary: elementarylead@bayaanacademy.com Middle School (G6-8): middleschoollead@bayaanacademy.com High School (G9-12): highschoollead@bayaanacademy.com +1 (410) 881-2160 principal@BayaanAcademy.com
Academic Counseling (GPA, courses, graduation progress, schedules)	Email: <ol style="list-style-type: none"> High School henna.khadim@BayaanAcademy.com Elementary & Middle School mariyam.wafa@bayaanacademy.com Phone: (410) 881-2160
Assessments	Email: assessments@BayaanAcademy.com
Events & Field Trips	Email: outreach@BayaanAcademy.com
Subject Teachers	Contact the relevant teacher via <ol style="list-style-type: none"> PowerSchool [direct email] principal@BayaanAcademy.com
Absences	Report via: <ol style="list-style-type: none"> Safe Arrival Email: Relevant teachers and attendance@BayaanAcademy.com Disputes Email: attendance@BayaanAcademy.com
Documentation Requests (Reports/Transcripts/Referrals etc.)	Email: records@BayaanAcademy.com
Withdrawals	Submit a request in writing to: admission@BayaanAcademy.com
Tuition Fees, invoices, and payments (Private Enrollments Only)	Email: accounts@BayaanAcademy.com +1 (410) 881-2160
Technical Issues, Logins	<ol style="list-style-type: none"> Live Help Desk Monday-Thursday 9:00 - 11:00 AM EST & 2:00 – 4:30 PM EST https://bayaanacademy.zoom.us/j/83906808541 Help Desk Web Page: https://bayaanacademy.com/help-desk helpdesk@bayaanacademy.com
Electives Queries*	Email: selfpaced@BayaanAcademy.com

[*Only currently enrolled students]	
Curriculum Support (Self-Paced)	Email: selfpaced@BayaanAcademy.com Go to our partner website: https://www.rihlamd.org/
Job Vacancies / Applications	<ol style="list-style-type: none">1. Apply via the website: https://bayaanacademy.com/employment/2. Email: career@BayaanAcademy.com
Director of Bayaan Academy	Email: director@BayaanAcademy.com