

Parents while seeking admission must submit the Transfer Certificate from the last school attended in the format below and should be on the original **letterhead of the leaving school**.

This form should only be used for the schools located outside the UAE

1- Name of the student _____ .
2- Nationality _____ .
3- Date Of Birth (d/m/y) _____ .
4- Class to which he/she was admitted: _____ Year _____ .
5- The present class _____ Year _____ .
6- Last date of attendance in the school _____ .
7- Result at the end of the academic year _____ .
a) Passed and promoted to year/grade _____ (in a 12 year/grade system) for the academic year _____ .
OR
Passed and promoted to year/grade _____ (in a 13 year/grade system) for the academic year _____ .
b) Detained in year/grade _____ (in a 12 year/grade system) for the academic year _____ .
OR
Detained in year/grade _____ (in a 13 year/grade system) for the academic year _____ .
8- Observation if any _____ .

Except for American and European countries
the Original Transfer Certificate (TC) should be signed by:

Ministry of Education (COUNTRY OF TC-ORIGIN)
Ministry of Foreign Affairs (COUNTRY OF TC-ORIGIN)
UAE Embassy (COUNTRY OF TC-ORIGIN)