

Required documents & attestations:

A) Transfer between Schools (Private Schools Within Abu Dhabi Zone):

1. Grade KG 1 Applicants:

- **Applicants who did not attend Nursery:**

The Original Emirates ID of: (Student and Father and Mother) is required after the applicant has been accepted.

- **Applicants who attended Nursery:**

1. Remove the Block on eSIS from the previous school (if you have pending fees in the previous school).

2. To Whom It May Concern (Study Leave) Signed & Stamped from the Ministry.

2. Grade KG2 Applicants:

1. Remove the Block on eSIS from the previous school (if you have pending fees in the previous school).

2. School Final Report Card for the current Academic Year (Signed and stamped).

3. Withdrawal Transcript (Signed and stamped).

3. Grade 1 – Grade 12

1. Remove the Block on eSIS from the previous school (if you have pending fees in the previous school).

2. eSIS Final Report Card for the current Academic Year (Signed and stamped).

3. Withdrawal Transcript (Signed and stamped).

B) Transfer between Schools (Public Schools (MOE) Within Abu Dhabi Zone)

1. Final Report Card for Current Academic Year (Signed & Stamped from the Ministry).

2. To Whom It May Concern (Study Leave) Signed & Stamped from the Ministry.

C) Institutional Transfer

1. Final Report Card for Current Academic Year from your child's current school Signed & Stamped.

2. Withdrawal Transcript Signed & Stamped.

D) British Transfers (Applying Grade 10,11,12)

1. MOE Approval Certificate from the Ministry. To apply for MOE approval, copy the link:

<https://www.moe.gov.ae/en/eservices/servicecard/pages/certequivalentmove.aspx>

2. eSIS Final Report Card for Current Academic Year (Signed & Stamped from Ministry).

3. Transfer Certificate (Signed & Stamped from Ministry).

E) Transferring between Other Emirates within UAE

1. Final Report Card for Current Academic Year (Signed & Stamped from Ministry).

2. Transfer Certificate (Signed & Stamped from Ministry).

F) Transferring from OUTSIDE UAE

1. Final School Report Card for the current Academic Year must be ATTESTED in your home country and by the UAE Embassy in your home country unless it is being issued in Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Holland, Iceland, Luxemburg, Mexico, New Zealand, Norway, Poland, Portugal, Spain, Sweden, UK, or USA. If the Final School Report Card is being issued in a GCC, it needs to have stamped by the Ministry of Education from the country from which it is being issued.

2. Transfer certificate must be ATTESTED in your home country and by the UAE Embassy in your home country unless it is being in Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Holland, Iceland, Luxemburg, Mexico, New Zealand, Norway, Poland, Portugal, Spain, Sweden, UK, or US. If the end-of-year report is issued in a GCC, it is required to be stamped by the Ministry of Education from the country from which it is being issue.