

Sample Transfer Certificate

Transferring from outside of the UAE/another country

Please have the following typed on the school's original letterhead, showing the school's full name, address, country and telephone number. The certificate must be in English and it must be signed by the Principal and stamped with the school's official stamp.

TO WHOM IT MAY CONCERN

1. Name of Student:
2. Date of Birth: (dd/mm/yy)
3. Place of Birth:
4. Nationality:
5. Last Year/Grade Attended:
6. Date of Leaving: (dd/mm/yy)
7. Passed and Promoted to:
8. Currently in Year/Grade: (if transferring midway through the academic year)
9. Curriculum Followed:
10. 12 or 13 School System:

Signature of Headmaster / Principal / Director

Name:

Signature:

Date: (dd/mm/yy)

School Stamp: