



### **DOCUMENTS REQUIRED FOR STUDENTS COMING OUTSIDE THE EMIRATE OF SHARJAH**

Dear Perspective Parent/ Student,

Please be advised that the following documents are required to be able to register you with the Sharjah Educational Zone. If you are a student coming from outside the emirate of Sharjah you must provide these documents from the last school you attended:

- 1) **Transfer Certificate:** this letter states that you were registered in that particular school for a period of time and states what Grade you have studied and what Grade you will be promoted to.
  - a) Certificate **must include the word 'Grade'** and not 'Year' or 'Level' etc. regardless of what curriculum you are coming from.
  - b) Students coming schools in Northern Emirates **must have the SIS Number** clearly labeled on the certificate
- 2) **End of Year School Report:** This report shows the subjects and grades you have achieved in your last school. For example, if you are applying for Grade 2 you must provide the school report from Grade 1.

*Please note that these requirements are subject to change at anytime from the Sharjah Educational Zone. We encourage you to keep in contact with us to know if any changes have been made.*

Regards,

Victoria English School Administration