



DOCUMENTS CHECKLIST

The UAE Ministry of Education requires ALL of the following documentation to be provided to the school BEFORE ENTRY. Please send the following documents to registrar@eps.ae.

Students Transferring from WITHIN ABU DHABI

Presentation to the school of student & both parents' Emirates ID (Physical presentation of ID and paper copy). The original ID can only be replaced by a court letter	
Copy of the previous year school report card	
Copy of the applicant's passport (main information page only)	
Copy of Family Book (Emirati students only)	
GPS Coordinates of home address or household electricity bill (if there has been a recent change to your home address)	
Completed Medical Form (provided by school)	
A copy of the student's vaccination record	
2 student pictures (passport size)	
Sequence of Studies (students coming from a different curriculum)	
MOE approval (might be necessary for some G12 students)	
Birth certificate	

Students Transferring from OVERSEAS OR FROM ANOTHER EMIRATE

One student photograph (passport size)	
Presentation to the school of student & both parents' Emirates ID (Physical presentation of ID and paper copy). The original ID can only be replaced by a court letter	
Attested transfer certificate (see note below on attestation & applicable countries)	
Attested previous year report card which should be officially translated	
Copy of the applicant's passport (main information page only)	
Copy of Family Book (Emirati students only)	
GPS coordinates of your home address or copy of electricity bill	
Completed Medical Form	
A copy of the student's vaccination record	
Birth certificate	