



# SHARJAH INDIAN SCHOOL

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## OUR VISION

Educate Enlighten Empower

Circular No. SIS/055/2020-2021

7<sup>th</sup> December 2020

### For the Newly Admitted (2020-2021) Students Only

Dear Parent  
**Sir/Madam**

Parents of newly admitted (2020-2021) students who have not yet submitted the required documents to school are required to submit the same to the school office on or before Thursday, 10<sup>th</sup> December 2020 failing which the admission of the student may be cancelled by the authorities. Kindly note that there will not be any more extension of date for the same. Our office timings are from 8:00 a.m. to 12:00 noon. Please find below the list of documents:

#### KG1 / KG2 / GRADE I

1. Original valid Emirates ID of the student.
2. Original valid Emirates ID of the parent who is sponsoring the student.
3. Transfer Certificate from previous school [only if the student was studying in any school in U.A.E. earlier].

#### GRADE II TO IX & XI

1. Attested Transfer Certificate
  - TC of the students from outside U.A.E. should be attested from the following offices:
    1. Local educational authority (DEO / Regional Officer, CBSE )
    2. The Office of the Indian Consulate, Dubai
    3. Ministry of Foreign Affairs in U.A.E.
  - TC of the students from other Emirates except Sharjah should be attested from the Ministry of Education.
  - Students who have been transferred from schools in Sharjah should contact their previous school to transfer the TC to Sharjah Indian School directly.
2. Attested Marklist  
Marklist of the students from within and outside U.A.E. should be attested by the previous school Principal with the school seal. For students of Grade XI, the marklist of Grade IX and X are to be submitted.
3. Original valid Emirates ID of the student.
4. Original valid Emirates ID of the parent who is sponsoring the student.

Seeking your cooperation.

With regards,

**PRAMOD MAHAJAN  
PRINCIPAL**

