



# SHARJAH INDIAN SCHOOL

Tel: 06 5670560 / Tel:06 5671866

Fax: 06 5672914

P.O. Box – 2324, Sharjah

e-mail: [mail@sissharjah.com](mailto:mail@sissharjah.com) Website: [www.sissharjah.com](http://www.sissharjah.com)

## OUR VISION

Educate Enlighten Empower

Circular No. SIS/069/2022-2023

2<sup>nd</sup> November 2022

## New Admission Students KG to Grade IX & XI (2022-2023)

Dear Parent  
Sir/Madam

### Sub: Non submission of documents for confirmation of admission

It has come to the notice of the undersigned that in spite of several circulars issued from the school some parents of newly admitted students have not yet submitted the documents to the school. Kindly note that the last and final date for submission of documents will be on or before Monday, 7<sup>th</sup> November 2022 failing which the admission of your ward will be cancelled.

All parents who are not able to submit the documents on the above mentioned date are required to meet the respective supervisors between 8:30 a.m. to 12:30 p.m. on Monday, 7<sup>th</sup> November 2022.

Please treat this on top priority as we have to enroll the name of your ward in the Sharjah Education Private Authority (SPEA).

For further clarification of documents (required to be submitted), you may please refer to the previous circulars or the school website.

With regards,



PRAMOD MAHAJAN  
PRINCIPAL



# SHARJAH INDIAN SCHOOL

Tel: 06 5670560 / Tel:06 5671866

Fax: 06 5672914

P.O. Box – 2324, Sharjah

e-mail: [mail@sissharjah.com](mailto:mail@sissharjah.com) Website: [www.sissharjah.com](http://www.sissharjah.com)



## OUR VISION

Educate Enlighten Empower

2<sup>nd</sup> November 2022

## LIST OF DOCUMENTS FOR CONFIRMING ADMISSION

2022-2023

### KG1, KG2 & GRADE I

1. Original valid Emirates ID of the student + one copy
2. Original valid Emirates ID + one copy of the parent who is sponsoring the student.
3. Students (KG2 / Grade I) transferred from other schools in U.A.E. except the emirate of Sharjah are required to submit the Transfer Certificate attested from the Ministry of Education.
4. Students (KG2 / Grade I) from Sharjah Emirate is required to submit their Daleel number from the previous school.

### GRADE II TO IX

#### 1. Attested Transfer Certificate

- The Transfer Certificate (TC) of the students from outside U.A.E. should be attested from all 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.
- The Transfer Certificate (TC) of the students from other Emirates except Sharjah should be attested from the Ministry of Education.
- Students from Sharjah Emirate is required to submit their Daleel number from the previous school.

#### 2. Attested Marklist

##### Grade II to IX

Marklist of the students from within and outside U.A.E. should be attested by the previous school Principal with the school seal.

#### 3. Original valid Emirates ID of the student + one copy

#### 4. Original valid Emirates ID of the parent who is sponsoring the student + one copy.

## GRADE XI

### **1. Attested Transfer Certificate**

- The Transfer Certificate (TC) of the students from outside U.A.E. should be attested from all 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.
- The Transfer Certificate (TC) of the students from other Emirates except Sharjah should be attested from the Ministry of Education.
- Students from Sharjah Emirate is required to submit their Daleel number from the previous school.

### **2. Grade X Mark list**

- Grade X Mark list of students transferred from schools within the Emirate of Sharjah should be attested by the previous school Principal with the school seal.
- Grade X Mark list of students transferred from the other Emirates in U.A.E (except Sharjah) should be attested by the:
  1. Previous school Principal with the school seal
  2. From the Ministry of Education (U.A.E.) along with the Transfer Certificate.
- Grade X Mark list of the students from outside U.A.E. should be attested from all the following offices:
  1. Previous school Principal with the school seal.
  2. Local educational authority (DEO / Regional Officer, CBSE )
  3. The Office of the Indian Consulate, Dubai
  4. Ministry of Foreign Affairs in U.A.E.

### **3. Equalization of Grade X mark list**

Grade X Mark list of the students from outside U.A.E. should be equalized from the Ministry of Education (U.A.E).

### **4. Original valid Emirates ID of the student + one copy**

### **5. Original valid Emirates ID of the parent who is sponsoring the student + one copy.**