



SHARJAH INDIAN SCHOOL

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OUR VISION

Educate Enlighten Empower

Circular No. SIS/167/2024-2025

19th March 2025

**Dear Parent
Sir/Madam**

Greetings from Sharjah Indian School.....

Sub: Procedure for Transfer Certificate application in the SPEA Daleel portal

Parents who are planning to apply for Transfer Certificate (TC) for their wards are required to collect the TC Application Form from the front office and submit the same after clearing the fee for the academic year. However, the TC application can be processed only through the Daleel portal of Sharjah Private Education Authority (SPEA). The online procedures for completing the TC application in the Daleel portal have been attached here for your reference. Kindly follow the steps to process the TC of your ward.

With regards,

**PRAMOD MAHAJAN
PRINCIPAL**

