

### Transfer Certificate Requirements

#### Who needs a Transfer Certificate (TC)?

Transfer Type	Year Groups requiring a TC	Attestation Required	Guideline
Transferring from another school in Abu Dhabi	None	No	A Transfer Certificate is not required for students transferring within Abu Dhabi.
Transferring from another Emirate	Children joining Year 3 – Year 13  *Year 2 will require a TC for Term 3 new joiners only	Yes	You must obtain the official Transfer Certificate issued by the Education Authority of that Emirate. This document should already include all necessary attestations.
Transferring from an overseas school	Children joining Year 3 - Year 13  *Year 2 will require a TC for Term 3 new joiners only	Yes	Please refer to the attestation requirements listed below. A sample Transfer Certificate is also available for reference.

### Attestation Requirements

Please refer to the sections below for the specific attestation requirements based on the country your child is transferring from.

Countries:	TC Requirements:
United Kingdom, USA, Canada, Australia, and Northern Europe	<ul style="list-style-type: none"> <li>• Issued on the school's official letterhead</li> <li>• Stamped by the school</li> <li>• Signed by the Principal or a member of the Admissions Department</li> </ul>

## REPTON ABU DHABI

Countries:	TC Requirements:
GCC Countries	<ul style="list-style-type: none"> <li>• Issued on the school's official letterhead</li> <li>• Stamped by the school</li> <li>• Signed by the Principal or a member of the Admissions Department</li> <li>• Attestation by the Education Authority or the Ministry of Education in the respective GCC Country</li> </ul>

Countries:	TC Requirements:
Middle East (Excluding UAE and GCC), South/central America, Asia, CIS Countries, Africa, New Zealand, Eastern Europe, and other countries	<ul style="list-style-type: none"> <li>• Issued on the school's official letterhead</li> <li>• Stamped by the school</li> <li>• Signed by the Principal or a member of the Admissions Department</li> <li>• Attested by the Ministry of Education in the country of origin</li> <li>• Attested by the Ministry of Foreign Affairs in the country of origin</li> <li>• Attested by UAE Embassy or Consulate in the country of origin</li> </ul>

## REPTON ABU DHABI