



BLOOM WORLD ACADEMY

Transfer Certificate and Attestations

The Knowledge and Human Development Authority – KHDA – requires families to submit a document known as a Transfer Certificate on behalf of their children when enrolling at schools. The document is requested from the children’s current schools and must be submitted prior to the first day of attendance.

The Transfer Certificate – or TC – can be submitted in English or Arabic. The TC needs to be completed on the school’s official letterhead paper, signed by a school official and stamped.

Please refer to the below table for clarification on the required attestation from the country of origin (location of current school):

Country of Origin [location of current school]	Documents Required
New to school (Pre-K – Grade 1 entry) (<i>no previous schooling at all</i>)	No certificate required.
Nursery (Pre-K – Grade 1 entry)	Leaving Certificate from current school/nursery , signed and stamped by the school/nursery.
Schools within Dubai	Leaving Certificate from current school , signed and stamped by the school.
Schools within the UAE (other than Dubai)	Transfer Certificate signed and stamped by the school and the Ministry of Education .
North America (except Quebec), Canada, Western Europe (including the UK), Australia, and New Zealand	Transfer Certificate and final school report , signed and stamped by the school.
Middle East (Excluding the UAE and GCC countries) South, Central America, Asia, Russia, Central Asia, Eastern Europe, Africa and New Zealand	Transfer Certificate and final school report signed and stamped by the school and attested by the Ministry of Education, Ministry of Foreign Affairs and the UAE Embassy in the country of origin.
GCC Countries	Transfer certificate and final school report card signed and stamped by the school and the Ministry of Education from the country of origin .

- If your child’s current school follows the Academic Year September – June, the TC must clearly state that your child has successfully completed the current grade level, and been promoted to the next grade level for Academic Year applying for.



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- If your child's current school follows the Academic Year January – December or April – March, the TC must clearly state your child's current grade level at the time of transferring.
- We recommend that you forward us a copy of the transfer certificate for review prior to completing attestation, in case there is any missing information/necessary amendments.
- A color-copy of the final Transfer Certificate needs to be submitted via e-mail to admissions@bloomworldacademy.ae prior to your child's first day of school.
- For a sample copy of our Transfer Certificate, please click [here](#). Kindly note this is a sample copy for overseas transfers. Your child's school must print the transfer certificate on its letterhead.