



الإمارات العربية المتحدة  
وزارة التربية والتعليم

# User guide for General Education Program



الإمارات العربية المتحدة  
وزارة التربية والتعليم

## Services:

- ❖ Certificate equivalency request - **General education**
  - Equivalency of qualifications issued by educational institutions for Grade 12 either inside or outside the UAE
  
- ❖ Certificate equivalency request - **Transfer classes**
  - Equivalency of qualifications issued by educational institutions ( transfer classes) from Grade (1 to 11) either inside or outside the UAE



## Contents:

### ❖ Certificate equivalency request - **General education:**

- General required Documents
- Registration process and steps (Inside/ Outside UAE)
- The required documents for the different curriculums

### ❖ Certificate equivalency request - **Transfer classes:**

- General required Documents
- Registration process and steps (Inside/ Outside UAE)



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## Certificate equivalency request - General education



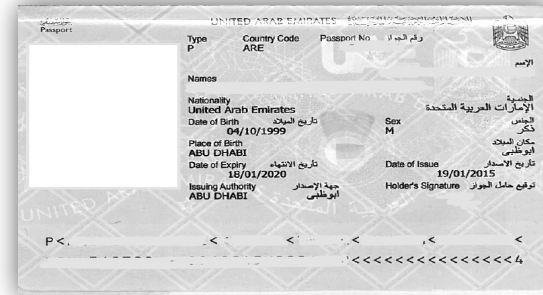
الإمارات العربية المتحدة  
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## General required Documents:

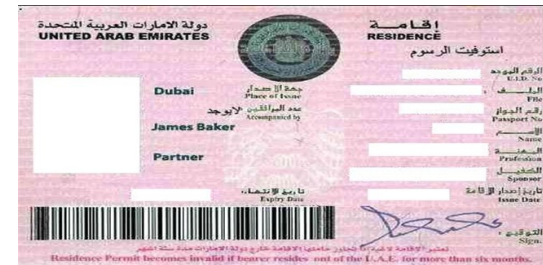
❖ Copy of the ID Card



❖ Copy of the passport



❖ Copy of UAE Visa for non-GCC nationals





## Required Documents

Required documents	General education certificates - Inside UAE	General education certificates – Outside UAE
<b>Certificates</b>	<ul style="list-style-type: none"><li>• Copy of graduation diploma</li><li>• Copy of transcript of marks for grades (10,11,12)</li></ul>	<ul style="list-style-type: none"><li>• Copy of graduation diploma</li><li>• Copy of transcript of marks for grades (10,11,12)</li></ul>
<b>Attestation</b>		<p>Attest final diploma by the Ministry of Foreign Affairs in the issuing country and UAE Embassy or UAE Cultural Attache in the issuing country</p> <p>Attest all educational documents by the Ministry of Education or Department of Education in the issuing country</p>
<b>Legal translation</b>	Legal translation for the certificates issued in any language other than Arabic or English and attest them from the accredited entities	Legal translation for the certificates issued in any language other than Arabic or English and attest them from the accredited entities
<b>Arabic and Islamic subjects</b>	Arabic Subject is required for Arabic speakers only, and Islamic Subject is required for Muslims only in all private schools in the UAE for grades (10+11+12).	



## Registration steps:

- 1) Go to [www.moe.gov.ae](http://www.moe.gov.ae)
- 2) Click on Eservice- Service Catalog
- 3) Click on Certificate Equivalency Request for General Education –  
**Inside UAE- Outside UAE**

The screenshot displays two service cards side-by-side. Each card has a header with three circular icons (a person, a bar chart, and a document) and a bus icon. The left card is titled 'Certificate Equivalency Request for General Education - In the UAE' and the right card is titled 'Certificate Equivalency Request for General Education - Outside the UAE'. Both cards have a 'Go to service' button at the bottom, which is circled in red. A red arrow points from a box on the left to the 'Go to service' button of the left card, and another red arrow points from a box on the right to the 'Go to service' button of the right card.

Click here for  
certificates  
inside UAE

Click here for  
certificates  
outside UAE



#### 4) Click on “Start Service”

## Certificate equivalency request

Home / EServices / ServiceCard / Certificate equivalency request



Start service

Rate this service ★★☆☆☆

### Service Steps



Registration/Login



Filling the application electronically



Pay Fees



Review Application



Receive Document





## 5) Log in with your username and password

The screenshot shows a login page with the following elements:

- Header:** "Login" and "Home / Login".
- Section Header:** "Log In" with a lock icon.
- Form Fields:** "User Name" and "Password", both with red asterisks indicating required fields.
- Checkbox:** "Remember Me".
- Buttons:** "Log In" and "Create New Account". The "Log In" button is circled in red, and a red arrow points from the text above to it.



## 6) Fill out the student's details

**\*Note:-**

You must include all the required data and ensure the correctness of the information entered in relation to (ID card number, mobile phone number, email)

Equivalency Application

MOE EServives / Service Catalog / Equivalency Application

- Equivalency Applications
  - Equivalency Application
  - Inquire About Study Program
  - Follow Up Application and Add New Certificate
  - Application Status
  - Equivalency Verification
- Attestations
  - Graduate Attestation
  - regenerated Attestation
  - Staff Attestation

Service Card

General Info

Arabic Name  \*  Male  Female \*  
Please Enter Name

Emirate (\*)  \*

Ident Card No  \*

Email  \*

Work Authority  \* Company Name

055  \* Key  Telephone

Secondary Certificate

Certificate Details

Certificate Title  \* Certificate Issue Company  \*

School Name  \*  Private  Public \*

Curriculum  \*

Study Start Date  \* Graduation Date  \*

Number Of Years In All Academic Stages

Primary School  \* Middle School  \* Secondary School  \*

Notes

Next



## 7) Complete the student's information

### Equivalency Application

MOE EServices / Service Catalog / Equivalency Application

- Equivalency Applications
- Equivalency Application
- Inquire About Study Program
- Follow Up Application and Add New Certificate
- Application Status
- Equivalency Verification
- Attestations**
- Graduate Attestation
- regennrolled Attestation
- Staff Attestation

Service Card

Previous academic certificates before the qualification required to be equivalent

Secondary / Revison Year(\*)

Al Dhafra Private School

شهادة الصف التاسع United Arab Emirates

2015 2017

Add Previous Certificate

### Equivalency Application

MOE EServices / Service Catalog / Equivalency Application

- Equivalency Applications
- Equivalency Application
- Inquire About Study Program
- Follow Up Application and Add New Certificate
- Application Status
- Equivalency Verification
- Attestations**
- Graduate Attestation
- regennrolled Attestation
- Staff Attestation

Service Card

Previous academic certificates before the qualification required to be equivalent

	Study Level	Educational Establishment	Certificate Title	Country	From	To	
Delete	Grade 9	Al Dhafra Pr	شهادة الصف التاسع	United Ar	2015	2017	Save
	Study Lx	Educational	Previous Cert	Country	Start	Gra	Add Previous Certificate

Previous Next



8) Attach the documents

9) Acknowledgment of the validity of the data submitted

Equivalency Application

MOE EServices / Service Catalog / Equivalency Application

بطاقة الخدمة

Description:	Passport	Select File:	Choose File   chea.pdf
Description:	Emirates ID	Select File:	Choose File   No file chosen
Description:	Certificate	Select File:	Choose File   No file chosen

Add File

I certify that the applicant data and attached documents are true and if proven to be incorrect repealed demand equation and I take all the consequent legal action ..

Previous Finish

Acknowledgment



## 10) Complete the payment process

The screenshot displays the 'Equivalency Application' page on the MOE EServices portal. The page title is 'Equivalency Application' with a breadcrumb trail: 'MOE EServices / Service Catalog / Equivalency Application'. On the left, there is a navigation menu with the following items: 'Equivalency Applications' (expanded), 'Equivalency Application', 'Inquire About Study Program', 'Follow Up Application and Add New Certificate', 'Application Status', 'Equivalency Verification', 'Attestations' (expanded), 'Graduate Attestation', 'regenrolled Attestation', and 'Staff Attestation'. The main content area shows a 'Service Card' for an application. It includes logos for VISA, e-dirham (الدريهم الإلكتروني), and MasterCard. Below the logos, the 'Application No' is listed as 202019970. A button labeled 'For Payment' is highlighted with a red circle and a red arrow pointing to it from the text '10) Complete the payment process'.



11) The customer's application number is obtained at the end, which enables the customer to monitor the status of his application by communicating with the ministry through the contact details mentioned at the end of this guide

The screenshot shows a web interface with a sidebar menu on the left and a main content area on the right. The sidebar menu includes the following items: Equivalency Applications, Equivalency Application, Inquire About Study Program, Follow Up Application and Add New Certificate, Application Status, Equivalency Verification, Attestations (highlighted), Graduate Attestation, regenrolled Attestation, and Staff Attestation. The main content area has a 'Service Card' icon and a 'Dear Applicant,' heading. Below the heading, there is a paragraph of text: 'The Academic Equivalencies Department provides services to all segments of society. One of our most important objectives is achieving a high level of customer satisfaction and we are always keen to improve our level of customer service. To process your applications quickly and efficiently and to ensure the highest performance standards by our employees, we have provided these guidelines to assist you in submitting a completed application for a determination of equivalency and to check on the status of your application as we process it. The certificate equivalency application is used by the Academic Equivalencies Department to make a determination concerning the equivalency of an academic or professional certificate that is issued by an academic or similar institution outside the United Arab Emirates. Thus, it is important for you to check carefully the accuracy of the information that you are submitting as part of the application. Providing accurate information will help to insure the efficient processing of your application.' Below this text, another paragraph states: 'The Certificate has been successfully registered and it is very important to provide equivalency department receptionist with the number of your application 202019970 and with all required documents. Sorry. Payment failed, please contact Customer service center in Ministry of education'. The number '202019970' is circled in red. At the bottom of the page, there is a link: 'Online Application: [Click Here](#)'.

Customer's Application  
number



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## The required documents for the different curriculums



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## All Schools curriculums in UAE need to apply the following:

- Arabic Subject is required for Arabic speakers only in all private schools
- Islamic Subject is required for Muslims only in all private schools





# American Curriculum - Inside UAE:

- Copy of graduation diploma
- Copy of transcript of marks for grades (10,11,12)
- Student should pass in 5 subjects successfully ( Arabic & Islamic not included)

## ✓ Emirati Students:

- Pass the (EmSAT) tests with a minimum grade of (500) in Mathematics and a minimum grade of (1100) in English Language test.

## ✓ Non-Emirati Students:

- Provide the (SAT1) test with a minimum grade of (450) in mathematics
- Provide English language test in one of the following exams:-
- TOEFL test with a minimum grade of (500) in Paper based Exam; or (173) in Computer based Exam; or (61) in Internet based Exam.
- Or provide (IELTS) test with a minimum grade of (5)
- Or provide (EmSAT) test with a minimum grade of (500) in Mathematics and a minimum grade of (1100) in English Language

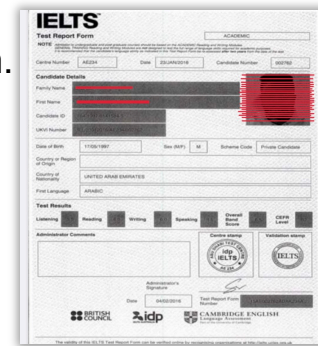
Form 2



Form 1



Form 4



Form 3





Form 1

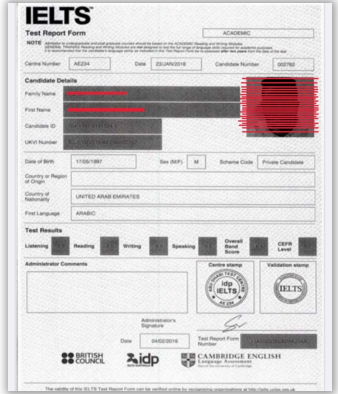
## American Curriculum- Outside UAE:

- Copy of graduation diploma
- Copy of transcript of marks for grades (10,11,12)
- Pass the (SAT1) test with a minimum grade of (450) in mathematics
- Students who studied in a foreign country does not need TOEFL or IELTS
- Students who studied in an Arabic country is required to submit TOEFL or IELTS



Form 2

Form 3

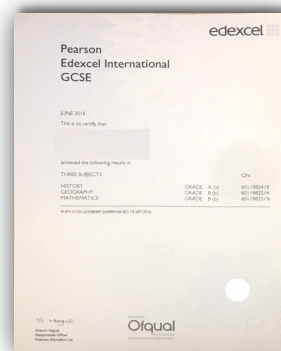




## British Curriculum - Inside UAE/ Outside UAE:

- The student is required to successfully complete Grade 12/Year 13
- Copy of certificates for the last 3 years of study (10+11+12)
- Successfully complete five subjects in Ordinary Level, GCSE or IGCSE with a grade of (A\*, A, B, C, D or E)
- Successfully complete two Advanced Subsidiary Level subjects or one Advanced Level subject with a grade of (A\*, A, B, C or D)

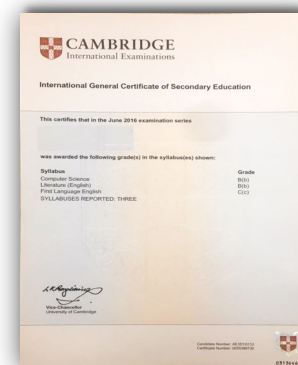
Form 2



Form 1



Form 3





## International Baccalaureate - Inside UAE/ Outside UAE:

- Successfully complete grade 12 or its equivalent in either of the two following tracks:
  - ✓ **First Track:** Obtaining the International Baccalaureate Diploma without counting the Islamic Studies subject as one of the required subjects to obtain the diploma
  - ✓ **Second Track:** Student must pass 6 subjects from the International Baccalaureate subjects (IB Subject Certificate) excluding the Islamic Studies as one of the required subjects and according the following conditions:
    - Minimum grade required for each subject is 3.
    - Minimum overall grade required is 21.
    - To pass the core subjects (English, Mathematics and a science subject) within the 6 required subject in the High Level (HL) or Standard level (SL)
- The subjects must be within the approved lists of the International Baccalaureate Organization.
- Copy of final Certificate + school marks + IB with stamp of Ministry of Education and International Baccalaureate certification in Switzerland.

Form 1



Form 2





## Canadian Curriculum - Inside UAE/ Outside UAE:

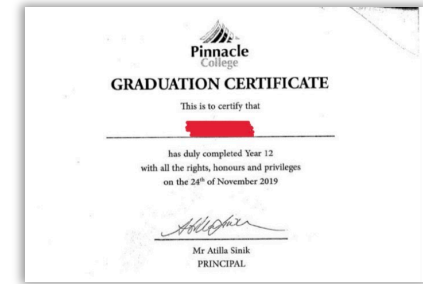
- To obtain the graduation diploma in the higher secondary level
- The student must pass grades 10, 11 & 12 according to the curriculum and the study plan of the territory
- The school must be recognized by the department of education in one of the territories in Canada
- The final graduation diploma must be issued from the territory that recognizes the school



# Australian Curriculum - Inside UAE/ Outside UAE:

- To obtain the graduation diploma in the higher secondary level
- The student must pass grades 10, 11 & 12 according to the curriculum and study plan of the Australian state or the territory
- The school must be recognized by the department of education in one of the territories or states in Australia
- The final graduation diploma must be issued from the territory or the state the recognizes the school

Form 1



Form 2



Form 3





## French Baccalaureate - Inside UAE/ Outside UAE:

- Copy of graduation diploma ” **French Baccalaureate**”
- Copy of transcript of marks for grades (10,11,12)
- The curriculum and study plan of the schools educational system must be applied



## Russian Curriculum- Inside UAE

- Copy of graduation certificate (11 years)
- Copy of transcript of marks for the last 3 years of study ( 9+10+11)





## Schools offering the Russian Curriculum: (Russia, Kazakhstan, Kyrgyzstan, Turkmenistan, Uzbekistan, Tajikistan, Azerbaijan, etc...) – **Outside UAE**

- Copy of graduation certificate (11 years)
- Copy of transcript of marks for the last 3 years of study
- or Attach grade 9 certificate + 2 years (with all attestations)
- or a letter from the Embassy or Consulate in the UAE of the issuing country that clarifies the years of study in case the customer did not submit Grade 9 documents as a previous year of study



## Indian Curriculum (12 years)- Inside UAE

- Copy of graduation certificate of grades (10+12)
- Copy of school transcript of grades (10+12)
- Copy of Islamic Subject marks of grades (10+11+12) for Muslims students

Form 2

الدرجة	النتيجة النهائية	النتيجة النهائية	النتيجة النهائية
الدرجة	81	50	100
النتيجة الإسلامية	80	50	100

Form 1

1. ENGLISH CORE  
2. MATHEMATICS  
3. PHYSICS  
4. CHEMISTRY  
5. BIOLOGY  
6. WORK EXPERIENCE  
7. PYS & HEALTH EDUCATION  
8. GENERAL STUDIES



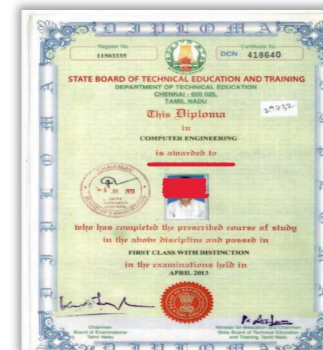
## Indian Curriculum (12 years)- Outside UAE

- Copy of graduation certificate of grades 10 + 12 with the transcript of grades of both years attested by the educational board or council
- Grade 12 certificate (All attestations)

### ✓ 3 years Diploma curriculum:

- Copy of diploma certificate with the transcript of grades for three years attested by the educational board or council
- Copy of grade 10 certificate with the transcript of grades attested by the educational board or council (Board)

Form 1



Form 2





## Pakistani Curriculum (12 years)- Inside UAE

- Copy of graduation certificate of grades (10+12)
- Copy of school transcript of grades (10+12)
- Copy of Islamic Subject marks of grades (10+11+12) for Muslims students

Form 2

شهادة الصف الثاني عشر  
Certificate Of Grade Twelve  
Academic year 2011-2012  
العام الدراسي 2011-2012

اسم الطالب: [Redacted]  
اسم المدرسة: [Redacted]

الترتيب 2nd Session	الدرجة 1st Session	الدرجة 1st Term	الدرجة 1st Term	المجموع Total	الموضوع Subjects
84	50	100	100	234	اللغة العربية Arabic Language- Non Islamic Education-Non Islamic
87	50	100	100	237	اللغة العربية Arabic
171	100	200	200	471	المجموع Total

هذا الشهادة قد تم منحها في ..... according to ..... هذا الشهادة قد تم منحها في .....  
مركز امتحان الامتحانات

15.00 AED  
APPROVED 13  
27 JAN 2012

Form 1

FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION  
ISLAMABAD

Serial No. 420045 Certificate No. 3648502018  
Roll No. 88382 Registration No. 121130021  
Group: COMMERCE Attempt: FIRST

HIGHER SECONDARY SCHOOL CERTIFICATE EXAMINATION  
ANNUAL 2011

Confirmed that [Redacted]  
Son / Daughter of [Redacted]  
has qualified for award of Higher Secondary School Certificate  
at the examination held at the school of [Redacted] in the REGULAR CANDIDATE from  
SHEIKH KHALIFA BIN ZAYED ALNAHAR FARMER SCHOOL, ABU DHABI, UAE  
as per statement of marks given below and has obtained grade 'C'  
Header mark of identification: [Redacted]

S.No.	SUBJECTS	MARKS	
		Maximum	Obtained
1	ENGLISH COMPULSORY	200	176
2	URDU COMPULSORY	200	127
3	ISLAMIC EDUCATION	200	200
4	PRINCIPLES OF ACCOUNTING	200	182
5	PRINCIPLES OF ACCOUNTING	200	136
6	PRIN. OF ECON. AND COM. GEOGRAPHY	100	87A
7	PRINCIPLES OF COMMERCE (HONORS)	100	67B
8	ISLAMIC EDUCATION (HONORS)	100	177A
	TOTAL	1100	625

Marks in words: Six Hundred Twenty Five

15.00 AED  
APPROVED 13  
27 JAN 2012



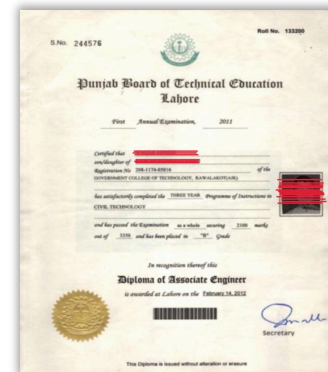
## Pakistani Curriculum (12 years)- Outside UAE

- Copy of graduation certificate of Grades 10 + 12 with the transcript of grades of both years attested by the educational board or council
- Grade 12 certificate (All attestations)

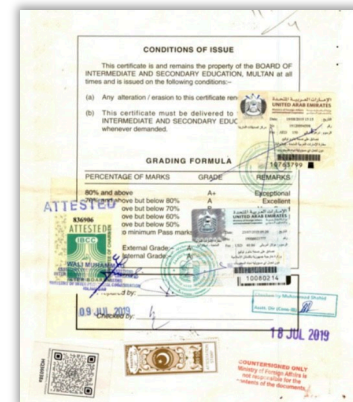
### ✓ 3 years Diploma curriculum:

- Copy of diploma certificate with the transcript of grades for three years attested by the educational board or council
- Copy of grade 10 certificate with the transcript of grades attested by the educational board or council (Board)

Form 1



Form 2





## Iranian Curriculum – Inside UAE:

- Copy of graduation certificate + list of marks for the last 3 years of study.
- Certificates issued by a system outside Khushur (Ryan Kashiha + Saba) by an Iranian educational center outside the issuing country will not be recognized by MOE, if they were not accredited by the issuing body in the issuing country.



## Iranian Curriculum – Outside UAE:

### ✓ New system:

- Copy of Pre-University documents (Pish Daneshgahi) with the transcript of grades
- Copy of final certificate of grade 11 (tahsilat) + transcript of grades for the last 3 years of study

### ✓ Old system:

- Copy of final certificate (Tahsilt) + transcript of grades of 4 years
- Certificates issued by a system outside Khushur (Ryan Kashiha + Saba) by an Iranian educational center outside the issuing country will not be recognized by MOE, if they were not accredited by the issuing body in the issuing country.



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## The Philippine Curriculum – Inside/Outside UAE

- Copy of graduation certificate “Diploma”
- Copy of school transcript of grades (10+11+12)





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## Other Curriculums:

- Terms and conditions apply to all different curriculums in the UAE



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## Certificate equivalency request - Transfer classes



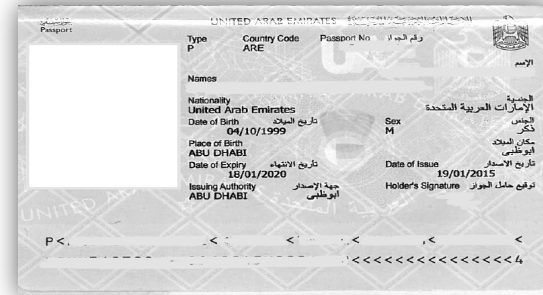
الإمارات العربية المتحدة  
وزارة التربية والتعليم

## General required Documents:

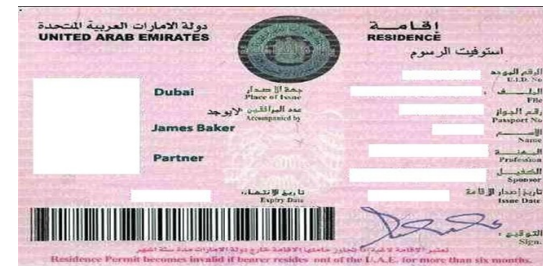
❖ Copy of the ID Card



❖ Copy of the passport



❖ Copy of UAE Visa for non-GCC nationals





## Required Documents

Required documents	General education certificates - Inside UAE	General education certificates – Outside UAE
<b>Certificates</b>	Copy of transcript of marks for the last 3 years of study	Copy of transcript of marks for the last 3 years of study
<b>Attestation</b>		Attest the last academic certificate obtained by the student by the Ministry of Foreign Affairs and UAE Embassy or UAE Cultural Attache in the issuing country  Attest the last two academic certificate by the Ministry of Education or Department of Education in the issuing country



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## Registration steps:

- 1) Go to [www.moe.gov.ae](http://www.moe.gov.ae)
- 2) Click on Eservice- Service Catalog
- 3) Click on Certificate Equivalency Request for Transfer classes—  
**Inside UAE- Outside UAE**





#### 4) Click on “Start Service”

Certificate equivalency request

Home / EServices / ServiceCard / Certificate equivalency request

★ 📄 🔊 🔄

Start service ▶

Rate this service ★★☆☆☆

### Service Steps

Registration/Login → Filling the application electronically → Pay Fees → Review Application → Receive Document



## 5) Fill out the student's details and attach all the documents required

### \*Note:-

You must include all the required data and ensure the correctness of the information entered in relation to (ID card number, mobile phone number, email)

نوع الطلب \*  
الرجاء الاختيار

البيانات الشخصية لتعديل بيانات حسابك الشخصي يرجى الضغط هنا

الاسم الاول	الاسم الثاني	الاسم الاخير
Hurriya	Yousif	Alali

الهاتف  
0552552540

الجنس  
الامارات

رقم الهوية  
784-1985-4206487-2

البريد الالكتروني  
hurriya.alali@gmail.com

الجنس  
التي

رقم الطالب

الرجاء اختيار مركز استلام المعاملة \*  
الرجاء الاختيار

المرفقات |  
الهوية \* (2MB - .jpg - .jpeg - .bmp - .gif - .png - .pdf)  
no file selected  
مرفقات اخرى (2MB - .jpg - .jpeg - .bmp - .gif - .png - .pdf)  
no file selected

حفظ في المسودة | تقديم



## 6) Complete the payment process

The screenshot displays a payment gateway interface. On the left, a dark sidebar titled 'تفاصيل الدفع' (Payment Details) shows a breakdown of charges: 'إصدار شهادة مدرسية / مستخرج / تسديق للطلاب' (AED 15.00) and 'الرسوم والعمولات' (AED 3.00), with a total of 'المبلغ الإجمالي للدفع AED 18.00'. The main area is titled 'المحفظة الإلكترونية' (Digital Wallet) and 'بطاقة الائتمان' (Credit Card). It includes logos for 'نحن نقبل' (We accept) with VISA and Mastercard icons, and a field for 'رقم البطاقة' (Card Number). At the bottom, there are two buttons: 'ادفع الآن' (Pay Now) and 'إلغاء' (Cancel). The 'ادفع الآن' button is circled in red, and a red arrow points to it from the text above. Below the buttons, there is a disclaimer: 'لاستكمال عملية الدفع بشكل سليم، الرجاء عدم إعادة تحديث هذه الصفحة أو الضغط على زر الرجوع في المتصفح.' (To complete the payment process correctly, please do not refresh this page or click the back button in the browser.) At the bottom of the page, there are logos for 'Powered by e-dirham', 'Verified by VISA', 'Mastercard SecureCode', and 'PCI DSS'.





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## Contact us

**Call Center:**

**80051115**

**مركز الاتصال:**

**Website**

**[www.moe.gov.ae](http://www.moe.gov.ae)**

**الموقع:**

**Email:**

**[Eqn.corr@moe.gov.ae](mailto:Eqn.corr@moe.gov.ae)**

**البريد الإلكتروني:**