School logo

Transfer Certificate

Student's Personal Details	
Student Name In English	
Nationality	
Date of Birth	
Student's Academic Details	
Joining Date	
Joining Grade / Year	
Current Academic Year	
Current Grade / Year	
End of Year Result (Pass / Fail / Incomplete)	
(Promoted to / Continuing within) Grade / Year	
Last Date of Attendance	
School Details	
School Name	
Curriculum Type (UK/IB/American etc.)	
Graduating year in school (Grade 12 / Year 13)	
Headmaster/Principal/Director's Signature	
School Stamp	

Instructions for current school:
1.   Copy the School Transfer Certificate from above onto your school letterhead.
2.   Complete the School Transfer Certificate.
3.   The certificate must state definitively the child's last date of attendance.
4.   Have the School Transfer Certificate signed and stamped by a school official.

Parents:
1.   Obtain the proper attestations as required.
2.   The original school transfer certificate must be presented to GWIS on the first day of attendance or before.