



AL AIN JUNIORS SCHOOL

a member of AJ Group of Schools

Affiliated to **University of Cambridge**, United Kingdom.
Affiliated to **C.B.S.E**, New Delhi, India.

P.O.Box 80718, Al Ain, UAE

Tel: + 9713 781 0077 + 9713 781 0043

Email: info@alainjuniors.com Web: www.alainjuniors.com

CirNo6/AJS/July.2020

01/07/2020

Customer services electronically available in the integrated government center "Tamm" Attestation of Certificates and Transcripts


Dear Parent,

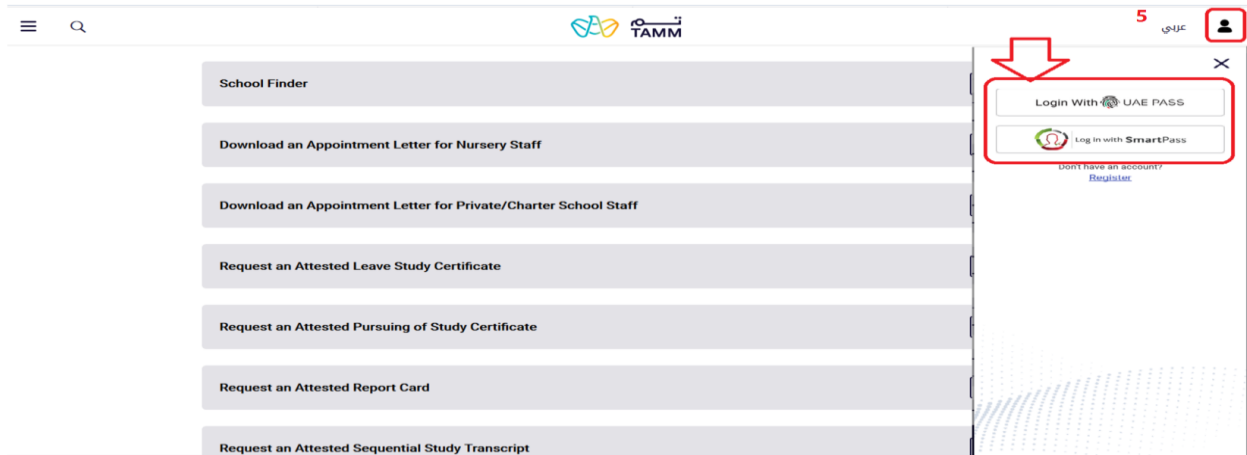
ADEK Customer Service is pleased to inform you that upon the announcement of the exam results, there will be an option available to you to view your grades and get your certificates/transcripts attested.

How to login to ADEK Services through Tamm

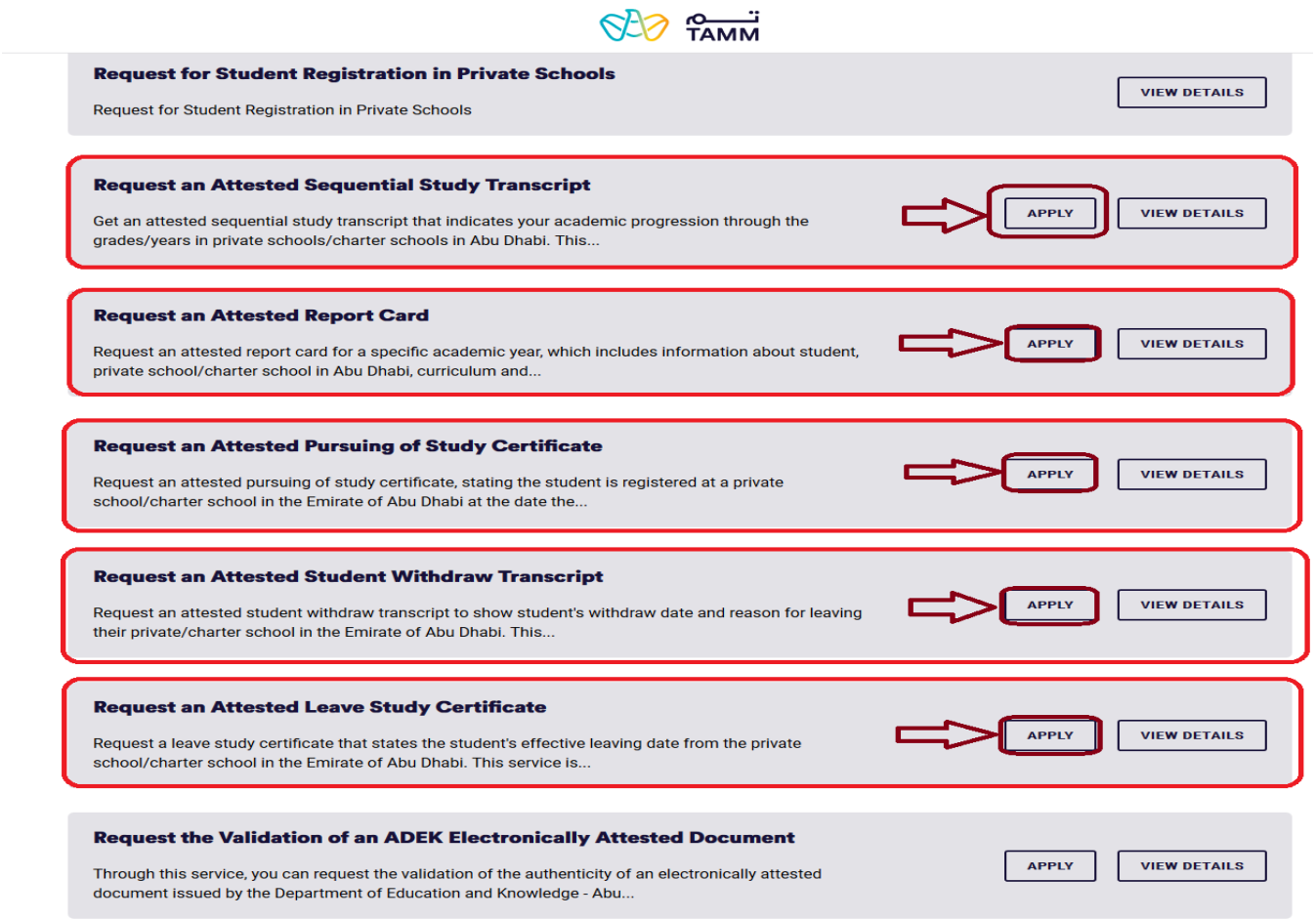
- 1- Please login to ADEK website through URL (<https://www.adek.gov.ae>)
- 2- Scroll down to find ADEK services
- 3- Click on Services tab to list ADEK services
- 4- Click on View All to list all ADEK services

The screenshot shows the ADEK website interface. At the top, there is a header with the ADEK logo and navigation icons. Below the header, there are four main service categories: Nurseries, Private Schools, Higher Education, and Charter Schools. The 'Services' tab is highlighted with a red box and a red number '3'. Below the 'Services' tab, there are five service cards: 'Request an Attested Leave Study Certificate', 'Request an Attested Pursuing of Study Certificate', 'Request an Attested Report Card', 'Request an Attested Sequential Study Transcript', and 'Request the Validation of an E-Attested Document'. At the bottom right, there is a 'VIEW ALL' button with a red arrow and a red number '4' above it.

5- Please click on Login icon () and you have to login through one of the accounts (UAE PASS Or SMART PASS)



6- Please select one of the services below by clicking the Apply button



- 7- The service name will open based on your selection, please click **Start** to process your service

Home / Digital Services / Department of Education and Knowledge /

Request an Attested Leave Study Certificate

This service allows you to get an ADEK attested leave study certificate.

START

Service Description

Through this service, you can request a leave study certificate that states the student's effective leaving date from the private school/charter school in the Emirate of Abu Dhabi. This service is available from 2012 onwards.

Process

- 1 Select Student**
Log in to download or send previously purchased attested certificates. You can select the student and purchase a new attested certificate as well.
- 2 Purchase**
Confirm your purchase and pay.
- 3 Receive**
Download or email your purchased certificate in PDF format.

Fees

Description	Fees
Attested Leave Study Certificate View sample certificate	AED 15.00

Aspects of Life
Education & Training

Relevant Entity

دائرة التعليم والمعرفة
DEPARTMENT OF EDUCATION
AND KNOWLEDGE

Department of Education and
Knowledge (ADEK)
Al Salaam Street, Ministries Complex,
Abu Dhabi, UAE P.O Box : 36005

PHONE
+97126150000

EMAIL
info@adek.gov.ae

WEBSITE
<https://www.adek.gov.ae>

OFFICE HOURS
Sunday - Thursday 8:00AM - 4:00PM

- 8- Select the student name and click **Next**

Select Student

Download previously attested Leave Study certificates and request to attest new Leave Study certificates.

Students	Full name	Date of birth	Fees
<input checked="" type="checkbox"/>	Adam I	19/10/2014	AED 15.00
<input type="checkbox"/>	Saif	21/10/2013	AED 15.00

TOTAL
AED **15.00**

If you cannot select students from the student list, they have been blocked by the school. Please contact the school to resolve any pending issues.

NEXT →

Previously Issued Attested Leave Study Certificate

You do not have any previously issued certificates.

Aspects of Life
Education & Training

Process

- 1 Select Student**
- 2 Purchase**
- 3 Receive**

Relevant Entity

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AND KNOWLEDGE

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- 9- Please click on **Preview** to validate the student data, If the student information is correct, please click on **Payment to get the service**

Home / Digital Services / Department of Education and Knowledge / Service Overview /

Request an Attested Leave Study Certificate

Confirm Purchase
Confirm your purchase details below and use the button at the bottom of the page to finalise your payment.

Request Details			
Full name	Date of birth	Fees	
Adam	19/10/2014	AED 15.00	
			TOTAL AED 15.00

← BACK PAYMENT →

Aspects of Life Education & Training

Process

- 1 Select Student
- 2 Purchase
- 3 Receive

Relevant Entity

دائرة التعليم والمعرفة
DEPARTMENT OF EDUCATION AND KNOWLEDGE

Department of Education and Knowledge (ADEK)
Al-Salaam Street, Ministries Complex, Abu Dhabi, UAE P.O Box : 36005

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- 10- Once you clicked on Preview, the student document will display like the below to validate the student information

Preview
Leave Study Certificate
Adam ()
Academic Year 2019/2020

Basic Information			
Grade	KG2	Section:	
Admission Date:	02/09/2018	School Name:	ISLAMIA ENGLISH - BRITISH
Withdraw Date:	23/04/2020	Admission Reason:	New
Religion:	Muslim	Withdraw Reason:	Parental Withdrawal
Date of Birth:	19/10/2014	Nationality:	
Family Area Id:		Place of Birth:	Egypt
Emirate Id:		Family #:	
Passport #:		Expiry Date:	03/12/2021
Residency #:		Expiry Date:	04/11/2021
		Residency #:	03/12/2021

Family Contacts			
Name:		Relationship:	Father
Work:	Professionals	Work Phone #:	
Home Address:	Abu Dhabi ALJH-AI Naqta Area, Mq3 Abu Dhabi, UAE	Home Phone #:	
		Cell Phone #:	

For Official Use Only	
Issued By:	Qingqing Wu
Date of Issue:	

- 11- Once you have paid the amount, the attested document will be sent to the registered email address

Thank You 😊