

Jumeirah English Speaking School

Internal Transfer Application

One application per child:

CONFIDENTIAL

Family Name -As per passport					
First Name		Known Name			
Current Jess Branch		Current Class			
Year Group Required		Month of Entry Required		Year of Entry required	
Due to KHDA restrictions children may only transfer between 1 September and 28 January during any academic year					
Reason for Transfer					
Do you have any other children currently attending JESS?				No <input type="checkbox"/>	Yes <input type="checkbox"/>
If yes at which branch of JESS (please circle)		Arabian Ranches		Jumeirah	
If yes, have you completed a transfer request for these siblings?				No <input type="checkbox"/>	Yes <input type="checkbox"/>
If yes, do you want to be contacted if a place is available for only one of your children?				No <input type="checkbox"/>	Yes <input type="checkbox"/>
Do you have any other children currently registered with JESS on the waiting list?				No <input type="checkbox"/>	Yes <input type="checkbox"/>
If yes, would you like their application transferred?				No <input type="checkbox"/>	Yes <input type="checkbox"/>

Debentures

Are you entitled to use a Corporate Debenture, at the branch of JESS you wish to transfer to? (subject to confirmation)		No <input type="checkbox"/>	Yes <input type="checkbox"/>
If yes, please state the company name			

For more information about debentures please refer to our website and the information overleaf
<http://www.jess.sch.ae/Introducingjess/schooladmissions/debentures.aspx>

DOCUMENTS REQUIRED FOR REGISTRATION OF A TRANSFER APPLICATION:

- Non-refundable administration fee of Dhs.100; Completed and signed transfer application form;

Please note that all applications to transfer will be prioritised according to normal JESS entry criteria, see overleaf for more information

Signature:	Date:
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For Office Use Only			
Receipt Number		Date paid	
Original Receipt No		Original Application Date	
Type of A.L.		Date A.L. sent	

Internal Transfer Guidelines

In order to support the transfer of children between the JESS branches parents are requested to complete an Internal Transfer Application Form and submit it to the Reception at either branch together with Dhs100 Administration Fee.

All transfers are subject to the availability of places and as such will be subject to the normal entry criterion that applies for each branch.

The exception to this is children who are making the progression from Jumeirah Year 6 to Arabian Ranches Year 7, where a place in the secondary school will be automatic, subject to confirmation terms & conditions being adhered to.

Important Information

- We are unable to offer any priority to current Jumeirah JESS children who have older brothers and sisters transferring to the secondary school at Arabian Ranches. We recommend that you submit Transfer Applications as early as possible as all year groups are full and have waiting lists.
- No Internal transfers can take place after 28 January during the academic year; this is in line with current KHDA Guidelines.

Debentures

Effective 1 October 2011 the cost of a personal debenture at both branches of JESS is the same AED20,000. Prior to this date the cost was different so your account would be adjusted accordingly.

If your child is using a corporate debenture at the branch they are attending and one is not available at the branch to which you are transferring, you are transferring to parents will be required to pay the appropriate personal debenture fee, as detailed below. Due to the different monetary values corporate debentures are not transferrable.

For further information about transfers within JESS please visit our website
<http://www.jess.sch.ae/Introducingjess/schooladmissions/internaltransfers.aspx>
or If you have any queries please do not hesitate to contact
The Parent Relations Team at Arabian Ranches

registrations@jess.sch.ae

Telephone +971 4 3619019