

## CHECKLIST FOR PROCESSING APPLICATION

**Step 1:** To begin the application process, please submit your enquiry through the [Online Student Enquiry and Registration](#) page by accessing our website [www.bradentonprepdubai.com](http://www.bradentonprepdubai.com) and going to the **Admissions** page.

**Step 2:** After receiving the acknowledgement email containing your enquiry number, you will be requested to pay a **Registration Fee of AED500**. This fee is non-refundable, non-transferrable, and non-deductible, and is required along with the requested documents, to proceed with the registration process. Submit the requested documents, listed below to the Admissions Office:

- **4 Applicant's passport photos** and **1 passport photo of each Father and Mother**
- Copy of **3 years of school reports** to include most recent school report (must be in English)
- Copy of **Applicant's Birth Certificate** (must be in English or Arabic)
- Copy of **Applicant's immunization record**
- Copy of **Applicant's, Father's and Mother's passport**
- Copy of **Applicant's, Father's and Mother's UAE Residence Visa** (when available).
- **Original Transfer Certificate** (view sample on website)
- **Emirates ID Cards** for **Applicant** and **Parent** to be remitted to Admissions Office for electronic registration with KHDA (when available)
- **Standardized Test Results** (if available)
- Completed **Confidential Recommendation form** (Grade 1-12) – download from website
- Completed **Language Background form** – download from website
- **\*\*The UAE Residence Visa, Emirates ID and Transfer Certificate** are not required at application processing time, but will be required at the actual enrollment.

The Admission Office will contact you to schedule an assessment.

*\* REMINDER - Applications will be processed when full documentation and payment of registration fee has been received*

Any enquiries contact: + 9714 818-3600

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