

Program and work plan of the Registration and Admissions Committee

Introduction

- In order to ensure the highest standards of quality and transparency in the admissions process, and to guarantee a clear and organized registration experience for students and parents, DEWA Academy has prepared a program and action plan for the Registration and Admissions Committee to clarify all procedures and requirements for applying and joining the Academy.

This program aims to facilitate the electronic registration process, organize visits and inquiries, and clarify the initial and final acceptance stages in line with the Academy's policy of supporting outstanding students and enabling them to join the future staff of the Authority.

The following is a statement of the general procedures and conditions for registration and admission.

First: Electronic registration

- The student can fill out the electronic enrolment form (Online admission form) through the academy's website on this link <https://academy.dewa.gov.ae/ar/application>

After filling out the form, the student must complete the registration procedures according to the instructions provided.

- The Dubai Electricity and Water Authority Academy accepts students from the tenth to the twelfth grade to study and be employed by the Authority according to the following enrolment rules and admission procedures:

Second: Application requirements

- The student must be a citizen of the United Arab Emirates.
- The student must meet all the admission requirements for the tenth grade as applied by the Ministry of Education and the Knowledge and Human Development Authority in Dubai
- Successfully obtaining a ninth-grade certificate from public, private, and American schools. Except for the British system, the student must have a tenth- year certificate.
- Application requires a comprehensive medical examination document from one of the Authority's approved medical centers. This does not guarantee the student's acceptance.

Third :Application required documents

	Required Documents
1	Passport copy of the student (valid for more than 6 months)
2	Passport copy of the father (valid for more than 6 months)
3	Passport copy of the mother (valid for more than 6 months)
4	Emirates ID copy of the student (valid for more than 6 months)
5	Emirates ID copy of the father (valid for more than 6 months)
6	Emirates ID copy of the mother (valid for more than 6 months)
7	Complete family book copy / Family Information Page copy
8	Birth certificate copy
9	3 Personal photos, size 4*6, with a white background
10	Copy of all pages of the health record book at the student's current school
11	Copy of all pages of the vaccination booklet
12	End-of-year certificates for (7,8,9) grades for public and private school students. or End-of-year certificates for (8,9,10) grades for British school students approved by the Ministry of Education or the Knowledge and Human Development Authority in Dubai
13	Signing the agreement contract (the contract is required to be signed by the student and the father himself or by the legal guardian by court decision)
14	No Objection letter (initial acceptance) signed and stamped by the student's previous school
15	Leaving school letter, along with bringing the original student file from the previous school, including the original health record and the original vaccination booklet
16	IBAN letter stamped by the bank with the student's international bank account number.

Fourth: Registration procedures

1.Initial acceptance

- Requires initial acceptance passing the personal interview and writing tests prescribed in Arabic and English, and the written and electronic tests.
- Tests include the basic academic subjects ,with grades qualifying for admission.

2.Final acceptance

- The final acceptance decision will be announced after obtaining the administrative approvals and the final approvals by the top management in Dubai Electricity and Water Authority.
- The admission result is announced according to a number of considerations including average grades of applicants and passing rates for interviews, written and electronic tests held by the Academy.
- The final acceptance requires submitting a comprehensive medical examination document from one of the Authority's approved medical centers showing the student's health condition and that he is free from diseases.


3.Accepting Students of determination

- The Academy adopts comprehensive and inclusive education policy and accepts all students of determination who meet the general and specific requirements.
- The Academy uses "Sanad Card" or any other official state-approved cards to classify students of determination.

Important notice:

During the registration period:

- Questions and inquiries of students and guardians are answered through the Registration and Admissions Committee.
- If the student or guardian wishes to visit the academy to view the facilities or inquire about the terms of the scholarship contract, and the application process, visitors will be received only during official working hours..

 For contact and inquiries:

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