

## **Administrative Decision No. (519) of 2022 Regarding Conditional Admission for the Equivalency of a High School Completion Certificate**

The Undersecretary for Academic Affairs,

- Having reviewed Federal Law No. (1) of 1972 concerning the competencies of ministries and the powers of ministers, and its amendments,
- And Federal Decree-Law No. (11) of 2008 concerning human resources in the federal government, and its amendments,
- And Federal Decree-Law No. (18) of 2020 concerning private education,
- And Cabinet Resolution No. (29) of 2008 concerning the regulatory regulations for private education,
- And Cabinet Resolution No. (1) of 2018 concerning the executive regulations of Federal Decree-Law No. (11) of 2008 on human resources in the federal government, and its amendments,
- And Cabinet Resolution No. (21) of 2021 concerning the organizational structure of the Ministry of Education,
- And Ministerial Decision No. (199) of 2019 concerning the equivalency system for private school certificates during the transitional period until the end of the 2020-2021 academic year,
- And Ministerial Decision No. (883) of 2019 concerning the equivalency system for private school certificates,
- And Ministerial Decision No. (50) of 2021 concerning the organizational structure of departments, offices, and sections and their competencies and tasks in the Ministry of Education,
- And based on the public interest,

Has decided the following:

## **Article One**

For the purposes of implementing the provisions of this decision, the following words and phrases shall have the meanings assigned to each of them, unless the context indicates otherwise:

The State: The United Arab Emirates.

The Ministry: The Ministry of Education.

The Minister: The Minister of Education.

Public School: Any governmental educational institution that provides educational services from kindergarten to the end of the secondary education stage.

Private School: Any non-governmental educational institution that provides educational services from kindergarten to the end of the secondary education stage.

Conditional Admission: Admission granted by a higher education institution to an applicant to study in one of its programs, where the admission is conditional upon meeting certain requirements within a specified period. If the student fails to meet these requirements within the specified period, the higher education institution may revoke the conditional admission and not allow the student to continue their studies.

## **Article Two**

Higher education institutions shall require the following as a mandatory condition for admitting students to diploma, higher diploma, and bachelor's programs:

1. A high school completion certificate attested by the Ministry or the Emirates Schools Establishment for graduates of public schools within the state.
2. An equivalency issued by the Ministry for the high school completion certificate for graduates of private schools within the state.
3. An equivalency issued by the Ministry for the high school completion certificate for graduates of public and private schools outside the state.

### **Article Three**

In case the applicant has not obtained the attestation or equivalency stipulated in Article Two, the higher education institution may grant the student conditional admission to diploma, higher diploma, and bachelor's programs, provided that they submit a letter of no objection for conditional admission issued by the Ministry.

### **Article Four**

In the case of conditional admission as stipulated in Article Three, the higher education institution shall abide by the following:

1. Enroll the student in the specified remedial courses and within the period stipulated in the letter of no objection for conditional admission issued by the Ministry.
2. Not to count the remedial courses as graduation credit hours and not to include them in the calculation of the cumulative GPA.

### **Article Five**

In the case of conditional admission, the higher education institution may grant the student final admission if they meet one of the following conditions during or by the end of the conditional admission period:

1. Providing the attestation or equivalency stipulated in Article Two.
2. Or passing the remedial courses specified in the letter of no objection for conditional admission issued by the Ministry.
3. Or successfully completing at least twenty-four (24) credit hours in the intended major of study.

### **Article Six**

If the student fails to meet the conditions stipulated in Article Five by the end of the conditional admission period, the higher education institution may take one of the following actions:

1. Revoke the conditional admission and not allow the student to continue their studies.

2. Or extend the conditional admission period for one semester only after the end of the period stipulated in the letter of no objection for conditional admission issued by the Ministry.

## **Article Seven**

Higher education institutions shall provide the Ministry at the beginning and end of each semester with a report on students who have been granted conditional admission pending the provision of an attested or equivalency of a high school completion certificate, and the report shall include the following data:

1. Student's university ID number.
2. Student's name.
3. Student's Emirates ID number.
4. The reference number of the conditional admission letter issued by the Ministry.
5. The remedial courses stipulated in the conditional admission letter issued by the Ministry.
6. The end date of the conditional admission period stipulated in the conditional admission letter issued by the Ministry.
7. Student type (new/continuing).
8. The start date of the student's first semester.
9. Student's results in the remedial courses (for continuing students).
10. Number of credit hours in the major successfully completed by the student (for continuing students).
11. Student's cumulative GPA (for continuing students).
12. The institution's decision regarding the student's status (for continuing students during or at the end of the conditional admission period), stating:
  - a. The date the student was granted final admission if the conditions were met.
  - b. Or the date of revocation of conditional admission if the student is not allowed to continue their studies.
  - c. Or the new end date of the conditional admission period if it is extended.

## **Article Eight**

1. Higher education institutions shall bear full responsibility for adhering to the implementation of the provisions of this decision.
2. Higher education institutions must arrange their affairs in accordance with the effective date of the provisions of this decision.
3. The concerned departments in the Ministry shall follow up on the commitment of higher education institutions in the state to apply the provisions of this decision, and shall submit their reports in this regard to us to take what we deem appropriate regarding any violation of these conditions.

## **Article Nine**

This decision shall be communicated to whom it may concern for its implementation and action accordingly, and any provision that contradicts its provisions is hereby repealed.

Dr. Mohammed Ibrahim Al-Mualla

Undersecretary for Academic Affairs

Academic Affairs Sector

On 20/12/2022