

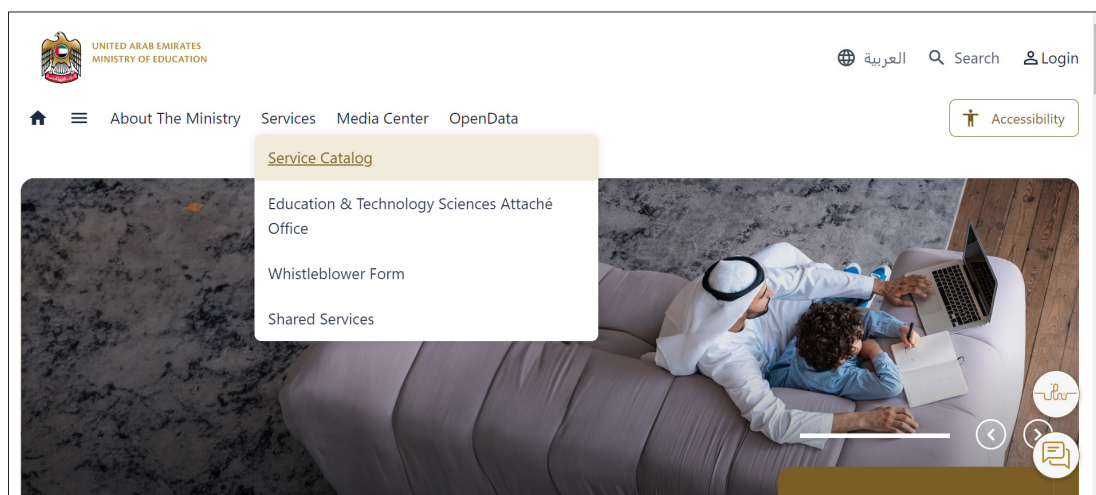


UNITED ARAB EMIRATES
MINISTRY OF EDUCATION

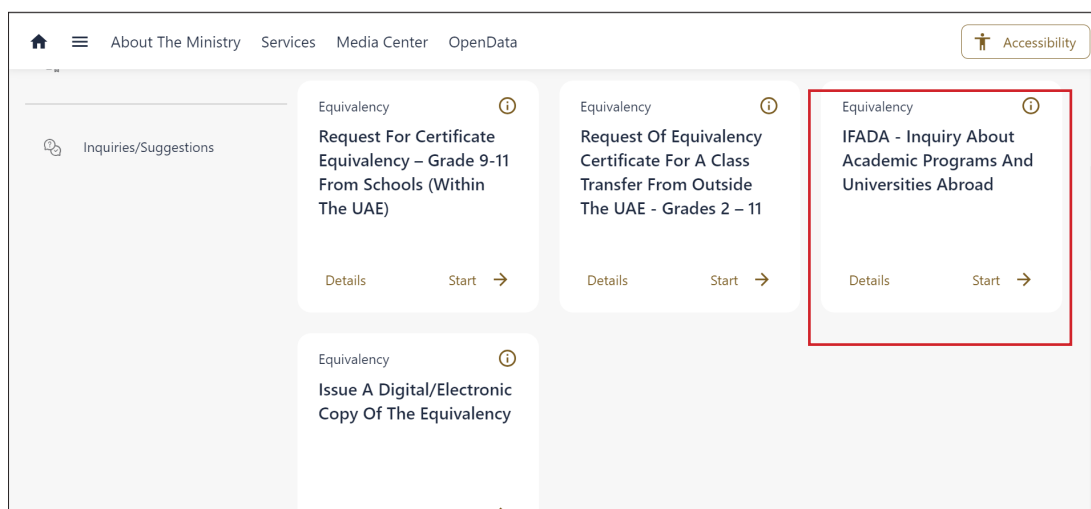
User Guide

How to inquire about Academic Programs
and Universities Abroad

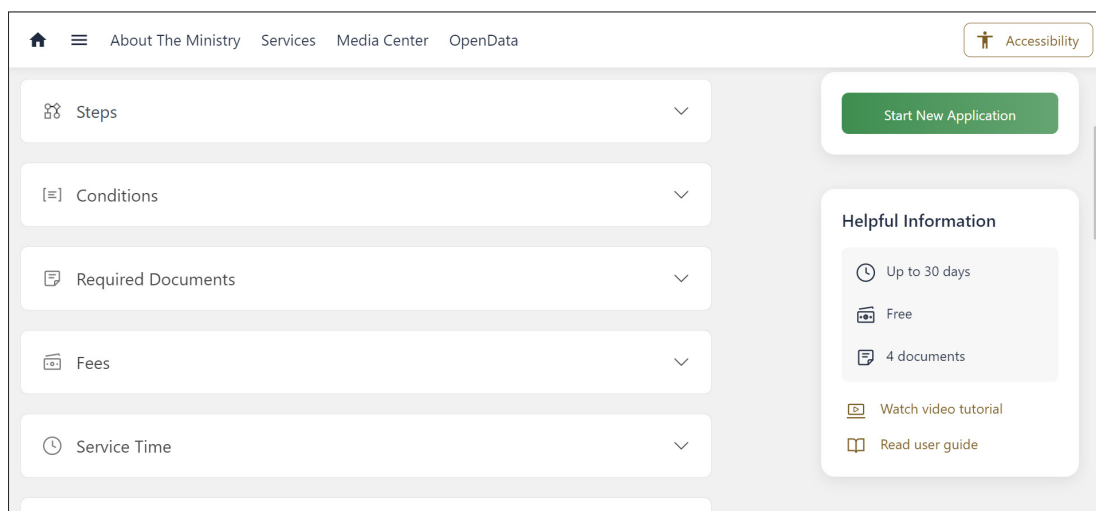
1. After successfully logging into your account using UAE PASS, you can start browsing the “Service Catalog” from “Services”.



2. Choose “IFADA - Inquiry About Academic Programs And Universities Abroad” and click “Details.”

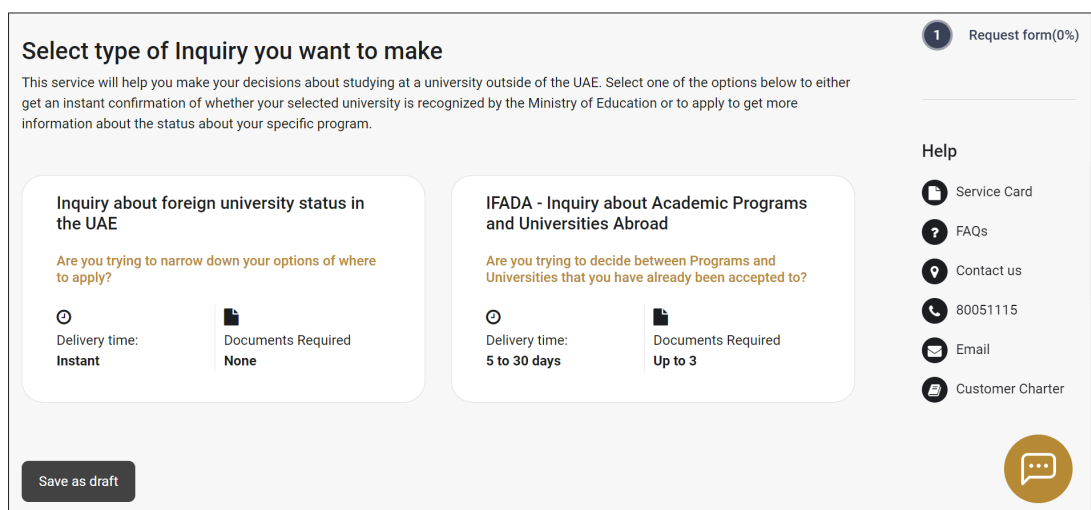


3. In “Details”, you can learn more about this service, and then click “Apply Now” to start the service.



4. Choose the type of inquiry from the two available options:

- Inquiry about foreign university status in the UAE
- IFADA - Inquiry about Academic Programs and Universities Abroad



5. To inquire about foreign universities status in the UAE, fill in the required fields and then click “Submit Application”.

The screenshot shows the 'Request form' step of the application process. At the top, there are tabs for 'Delivery time' (Instant, 5 to 30 days) and 'Documents required' (None, Up to 3). The main form area contains two dropdown menus: 'In which country do you want to study?' and 'At which university would you like to study?'. Below the first dropdown is a hint: 'Please Select Country of Study'. Below the second dropdown is a hint: 'Please Select University Name' and a link 'My university is not listed'. At the bottom left is a 'Save as draft' button, and at the bottom right is a 'Submit application' button. On the right sidebar, there is a progress indicator with '1 Request form(0%)' and '2 Result'. Below this is a 'Help' section with links to 'Service Card', 'FAQs', 'Contact us', '80051115', 'Email', and 'Customer support'.

6. The result will appear directly and you can download it by clicking on “Download Result”.

The screenshot shows the 'Result' page of the application process. The title is 'IFADA - Inquiry about Academic Programs and Universities Abroad'. The main content area displays the 'Result' section with two fields: 'Country of Study' (Republic of Austria) and 'University Name' (Technische Universität Graz). Below these fields is a green box with the text 'Recognized' and 'Technische Universität Graz in Republic of Austria is Recognized by the Ministry of Education UAE.' At the bottom left is a button 'Inquire about another university', and at the bottom right is a button 'Download result'. On the right sidebar, there is a progress indicator with '1 Request form' and '2 Result(100%)'. Below this is a 'Help' section with links to 'Service Card', 'FAQs', and 'Contact'.

Inquire about another university →

Download result

Application status

You will receive the notifications on this email ifada_ah@ghadamat.com and on this mobile number 9894137117

Status: Complete

Application Details

Application ID 28524632721	Application date 12-Mar-2024	Preview Form View application details
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Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email
- Customer Support

7. If you select “Inquiry about Academic Programs and Universities Abroad”, answer all the questions and click “Next”.

IFADA - Inquiry about Academic Programs and Universities Abroad

Are you trying to decide between Programs and Universities that you have already been accepted to?

Delivery time: 5 to 30 days

Documents Required: Up to 3

In which country do you want to study? *

At which university would you like to study? *

Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email
- Customer Support

What is the degree level you are aiming to achieve? *

What will your area of study be? *

What is the major you would like to study? *

What is the mode of study for program you are inquiring about? *

Will you be sponsored by an employment or sponsorship authority? If yes, select your authority.

Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email
- Customer Support

What is the mode of study for program you are inquiring about? *

Please Select Mode of study

Will you be sponsored by an employment or sponsorship authority? If yes, select your authority.

Please Select Employment / Sponsoring Authority

Is there any additional information you would like to share?

0/500

Save as draft

Next →

4 Result

Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email
- Custom

8. Upload all the required documents then click “Go to summary”.

IFADA - Inquiry about Academic Programs and Universities Abroad

Please upload the following documents

Required documents:

Emirates ID *

Choose a file

Format: .PDF Max file size: 2MB

Conditional acceptance *

Choose a file

Format: .PDF Max file size: 2MB

1 Request form

2 Documents(25%)

3 Summary

4 Result

Help

- Service Card
- FAQs
- Contact us

Attested Bachelor's certificate *

Choose a file

Format: .PDF Max file size: 2MB

Optional documents:

Additional Document

Choose a file

Format: .PDF Max file size: 2MB

Additional Document

Choose a file

Format: .PDF Max file size: 2MB

1 Request form

2 Documents(25%)

3 Summary

4 Result

Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email

Optional documents:

Additional Document

Choose a file

Format: .PDF Max file size: 2MB

Additional Document

Choose a file

Format: .PDF Max file size: 2MB

Go back

Save as draft

Go to summary →

4 Result

Help

- Service Card
- FAQs
- Contact us
- 80051115
- Email
- Custom

9. Review all the entered information and uploaded documents then click “Submit Application”.

Basic info

In which country do you want to study? : Kingdom of Sweden

At which university would you like to study? : Linköping University

What will your area of study be? : Business and administration

What is the degree level you are aiming to achieve? : Ph.D

What was your Bachelor's degree major? : ILM

What is the major you would like to study? : ILM

Will you be sponsored by an employment or sponsorship authority? If yes, select your authority. : Emirates Academy of Hospitality Management

Previous Certificate Level : Bachelor

What is the mode of study for program you are inquiring about? : Full Time - On Campus

Is there any additional information you would like to share? :

Request form

Documents

3 Summary(50%)

4 Result

Help

- Service Card
- FAQs
- Contact us
- 800511
- Email

Documents

Required documents:

Emirates ID * نموذج مستند.pdf

Conditional acceptance * نموذج مستند.pdf

Attested Bachelor's certificate * نموذج مستند.pdf

Optional documents:

Additional Document نموذج مستند.pdf

Additional Document نموذج مستند.pdf

Request form

Documents

3 Summary(50%)

4 Result

Help

- Service Card
- FAQs
- Contact us
- 800511
- Email

The screenshot shows a web application interface for submitting documents. On the left, there are three document upload sections: 'Conditional acceptance *' with a file named 'نموذج مستند.pdf', 'Attested Bachelor's certificate *' with 'نموذج مستند.pdf', and 'Optional documents:' which includes two 'Additional Document' sections, each with 'نموذج مستند.pdf'. At the bottom left is an 'Edit application' button. At the bottom right is a 'Submit application →' button. On the right side, there is a 'Help' sidebar with links to 'Service Card', 'FAQs', 'Contact us', '80051115', 'Email', and 'Custom'. A progress indicator at the top right shows '4 Result'.

10. Rate your experience with Customer Pulse Survey related to the service you applied for, and mention improvement aspects or your feedback.

The screenshot displays a 'Customer Pulse Survey' pop-up window. The survey asks, 'Overall, how satisfied are you about the service?'. Below the question is a five-star rating scale, with the fifth star selected and highlighted in green, and the text 'Extremely Satisfied' displayed below the stars. A 'Next' button is located at the bottom of the survey area. The background shows a website with the UAE Ministry of Education logo and text in Arabic and English. The footer includes '© 2024 All rights reserved Ministry of Education United Arab Emirates'.

11. The concerned specialist will follow up on your application.

The screenshot shows the 'IFADA - Inquiry about Academic Programs and Universities Abroad' interface. The main content area is titled 'Application status' and includes a notification bar stating: 'You will receive the notifications on this email maral_sah@ghadamat.com and on this mobile number 9891137117'. Below this, a status bar shows 'Status' as 'Submitted'. The 'Application Details' section displays the 'Application ID' as 202402717, the 'Application date' as 13-Mar-2024, and a 'Preview Form' button with a magnifying glass icon and the text 'View application details'. On the right side, a vertical progress bar shows four steps: 'Request form', 'Documents', 'Summary', and 'Result(100%)', each with a green checkmark. At the bottom right, there is a 'Help' section with links for 'Service C' and 'FAQs', and a speech bubble icon.

You can find the contact details at the following link:

<https://www.moe.gov.ae/ar/Pages/contactus.aspx>

Your satisfaction is our goal...Your opinions are important to us.
Thank you.

