

Intser Campus Transfers at Doha College

TRANSFER PROCESS

Parents can contact the Admissions Office of Doha College if they wish to request a transfer from one campus of Doha College to the other. This should be done by submitting a request via email to admissions@dohacollege.com with the following information:

- Name of the Student.
- Current Year Group.
- Campus that the transfer is requested to.
- Reason for the transfer request.

The transfer requests are reviewed and if the reason for transfer is approved by members of the Leadership Group, parents will then receive a written confirmation from the Admissions Office indicating receipt of the transfer request.

TRANSFER LIST

The transfer requests are listed by date of request and operate on a two tier list system. There are two transfer request lists.

PRIORITY SIBLING TRANSFER LIST

GENERAL TRANSFER LIST

Applicants who have one or more siblings already enrolled at the Al Waab Campus and are offered places at the West Bay Campus may apply for a transfer to the Al Waab campus and their request will be placed onto the Priority sibling transfer list.

All other transfer requests, if accepted, will be placed onto the General transfer list.

All transfers are subject to availability at the required campus (Al Waab or West Bay)

When an opening comes up by means of a student leaving Doha College, the priority sibling list will be reviewed to accommodate any transfer requests. If there are no applicants on the priority list for the particular year group, the general transfer list is then reviewed for requests.

In addition to the transfer lists, there could be new applicants who have chosen to go onto a campus specific waiting list. If there is such a list for any Year group, then the vacancies will be alternated between the priority sibling list and the campus specific waiting list. This will give new students a chance to enroll at Doha College.

Movement between campuses could be restricted by the Supreme Education Council especially between March and June of each academic year.

Although moving campus may suit the logistics of school drop offs and pick up, a mid-year transfer is not always in the best interest of the student and hence we do urge parents to not move children between campuses during the course of the academic year.

*Admissions Department
Doha College*