



EDUCATIONAL DEVELOPMENT FOR UAE NATIONALS: THE EMIRATIZATION INITIATIVE

Fatema Al Awadi

Master Study Documents

APPLICATION

For undertaking a post-graduate degree
including Ph.D, Masters or Post-graduate Certificate/ Diploma

CONTENTS

1. **Study Support for UAE Nationals who are employed under the 2014 Emiratization initiative, including guidelines for applying to undertake a Post-graduate Degree Programme**
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 - b. Employee's Initial Application & Program of Study Information
 - c. Financial Planning Information
3. **Forms for completion by applicant's Faculty**
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 - b. Study Programme Approval Form
(includes a checklist of essential documents that should accompany this application)



1. PROCEDURES & GUIDELINES FOR REQUESTING EDUCATIONAL DEVELOPMENT SUPPORT

Introduction

These procedures and guidelines are required of all Faculty employed under the 2014 Emiratization initiative under the grades of 'Graduate Trainee', 'Teacher in Training' and 'Faculty Trainee'.

Guidelines for applying for study support

1. Applications for post-graduate degree studies are to be made well in advance of the commencement of studies. Applications require sufficient time to allow the final application to be presented to the Vice Chancellor, at least three months in advance of the date on which the employee is required to make a formal commitment of acceptance to the respective institution of their place in the selected program of study.
2. An employee who is applying for support will need firstly to ensure that their proposed programme of study is fully discussed, and supported by (in writing) their Programme Chair and Executive Dean of the Faculty.
3. All applicants must complete the "Employee's Initial Application & Program of Study Information". The form requires:
 - i. an employee's details;
 - ii. full details about the proposed post-graduate studies; and
 - iii. a statement of how the program supports the employee's career development plans and how it will benefit the employee and HCT.
4. All applicants also need to complete the form "Financial Planning Information" which requests information on any required funding for the study program, including:
 - i. scholarship opportunities (if available);
 - ii. any fees required by the proposed institution through which the post-graduate studies will be taken;
 - iii. any other required financial and/or other support from HCT.
5. If planning to seek a scholarship** from Ministry of Higher Education and Scientific Research (MOHESR), the employee is advised at this stage to make initial enquiries with the MOHESR as to their eligibility for scholarship funding.

***Please see later paragraph on "Funding of Tuition and Associated Fees"*
6. Both forms should then be submitted to the employee's Executive Dean, together with:
 - a. (if available at this stage) an acceptance letter from the respective institution the employee has applied to attend;
 - b. letter of support from the Program Chair as to the suitability of the studies;
 - c. statement of successful completion of assigned activities from their Mentor and the Professional Development Manager of the Division of Teaching and Learning.
7. Upon considering the application against the criteria laid down in the Policy and Procedures, the Executive Dean should prepare a statement of support, which includes:
 - how the particular post-graduate study will benefit the employee and the Faculty, based on the employee's career development plan;
 - a recommendation to support the program of study, and the likely impact on the expected teaching duties (if currently assigned) of the New Emirati Faculty;



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- confirmation that the program of study is from an approved institution as shown on the MOHESR website; and
 - suitability of the mode of study for the programme, for example on-campus or distance education (the latter must be from an approved MOHESR provider of Distance Education).
8. The Office of the Executive Dean shall provide a letter of approval supporting the application.
9. The Office of the Executive Dean shall ensure that the following items are available for enclosure with the form for Vice Chancellor's review and approval.
- a. employee's application with Program of Study information;
 - b. an acceptance letter from the institute/university/college (if available);
 - c. Executive Dean's statement of support for the proposed studies;
 - d. the employee's career development plan;
 - e. a copy of the employee's latest performance review and successful completion of the probation requirements;
 - f. Financial Planning Information OR the Scholarship Form completed if studying at CERT or HCT; and
 - g. details of working arrangements for the applicant during the study period.

Note: Study programme requests which do not include all of the above will not be considered.

11. The application and documents are then to be forwarded to the Central Services/ Human Resources Department (CS/HR) through the Human Resources Officer of the Faculty.
12. CS/HR will obtain:
- i. the Budget allocation and approval from the Emiratization Committee; and
 - ii. the Vice Chancellor's approval.
13. On approval CS/HR shall:
- a. minute the program of study in the next Human Resources Committee meeting;
 - b. confirm the program of study in writing to the employee and include the terms and conditions of the program of study with copies of the confirmation letter to;
 - i. the employee's Executive Dean, Programme Chair, Mentor and the Office of the Executive Dean of Teaching and Learning;
 - ii. the Campus Director where the New Emirati Faculty is based;
 - iii. the Faculty Human Resources Officer;
 - iv. be placed on the employee's personal file in CS/HR.
14. Where the employee is applying for a Ministry (MOHESR) scholarship, CS/HR shall fax a copy of the Vice Chancellor's approval to the Ministry.

Funding Of Tuition and Associated Fees

An employee may request for Tuition Assistance to pursue post-graduate studies in-country based on the criteria provided in this submission. A written request for tuition assistant to be submitted as part of this application. The tuition assistance shall be reimbursed on the basis of HR Policy.



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The Employee will need to complete the 2b FINANCIAL Planning Information component of this application. This will be required as per HR Policy.

Scholarship

If the employee is pursuing Post Graduate studies provided at CERT and is seeking a Scholarship, please refer to the HR Policy and Procedure: GP042 Scholarship for Post Graduate Studies (the link provided) - <http://portal.hct.ac.ae/sites/ppp/hr/Pages/hr-gp042.aspx> and complete and submit the Form GP042.1 along with the Study Support package as per the HR Policies.



EDUCATIONAL DEVELOPMENT APPLICATION
2a EMPLOYEE'S INITIAL APPLICATION AND PROGRAM OF STUDY INFORMATION

Employee Details

Employee's Name: <i>Fatema Ebrahim Al Awadi</i>		
<i>(first)</i>	<i>(middle)</i>	<i>(last)</i>
Employee Number: H00005280	Faculty: Education	
Job Title: Teacher in training	Grade: FA	
Start date with HCT: 17 th of August 2014	Start date in Grade: 17th of August 2015	
Employee Signature: <i>Fatema</i>	Date: 1 st March 2015	

Program of Study Information

Name of College or University: The British University in Dubai	
Address: Dubai – Academic city	
Degree / Program: Master in Education - TESOL	
Date by which you are required to give the College or University acceptance of your place on the program of study: 5 th January 2015	
Commencement Date: 5 th January	Completion Date: Three years
Any other relevant information particular to this application (timelines for enrolment, issues with travel/ transport etc.)	
The expected date for Master completion is three years. I will be using my own transportation.	



Outline of higher degree benefit to employee and HCT

Please provide a one-page statement outlining how this program enhances your career development and how you expect the final degree to benefit both you personally and the work of the Higher Colleges of Technology. It is strongly advised that you include relevant points of discussion had with your Programme Director, Mentor and/or Executive Dean.

Master in Education and mainly in TESOL will be beneficial for me as a teacher – in training and as an employee in the HCT. It will lead to a great growth in my teaching and learning, also it will lead to an increase in my professional development. Also it open doors to improve myself as an employee in HCT for further education. In addition, it part of my contract to have a master degree to be able to teach officially in the Education program. Once I get my Master I will be able to add to my previous teaching experience and will be able to share my knowledge with other faculty members. Having that degree will enable me to continue my Phd and be able to work for the HCT as one of the Emirati faculties who got the doctorate degree.

As an Education faculty, it is important to teach students in good language and teaching strategies to prepare them to be successful teachers in future. Thus Masters will help me become a better educator and researcher and encourage my students to mater the English language.

Name: Fatema AlAwadi Signature: Fat Date: 15th March 2015



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Performance Review

Please provide a copy of your last Performance review indicating successful completion of teaching and learning activities from your Mentor and the Manager of Professional Development and Training of the Teaching and Learning Division.



Performance Evaluation Form – For Probation Completion

Employee Name: <i>Fatema Alwadi</i>	Directorate/Faculty: <i>R.A.K. WC.</i>
Employee Job Title: <i>TEACHER IN TRAINING.</i>	HCT Start Date: <i>17/9/14</i>
Period of Evaluation: <i>Jan 18 to March 30.</i>	
Supervisor Name: <i>ANDREW JOHNSTON.</i>	

This Performance Evaluation is developed to evaluate an employee's performance during probation and to determine if the employee will successfully complete the probation. For administrative staff, two evaluations shall be conducted – the first evaluation at the end of six weeks and the final evaluation prior to the end of the applicable probation period. For senior management, faculty and academic staff, evaluations during probation shall be conducted four times, every 3 months, during probation. It helps both the employee and supervisor to build on existing strengths and identify and develop those areas for improvement.

Job objectives/assignment, during probation, shall be defined and goals set and agreed between the Supervisor and the employee during the initial orientation with the supervisor.

Five key job factors are for measuring performance indicators and describe the required behaviours and skills of the job and the HCT values and culture. Each factor describes the relevant skills, capabilities and behaviors that are essential to meet this job factor.

Each factor shall have five levels of performance rating scale (1- 5) and the criteria as detailed below:

Rating Scale	Explanation	Evaluation Criteria
1	Unsatisfactory	Performance was consistently below expectations in most essential areas of responsibility, and/or reasonable progress toward critical goals was not made. Significant improvement is needed in one or more important areas.
2	Improvement needed	Performance failed to meet expectations in one or more essential areas of responsibility, and/or one or more of the most critical goals were not met. A professional development plan to improve performance must be outlined, including timelines, and this plan will be monitored to measure progress.
3	Meets expectations	Performance consistently met expectations in all essential areas of responsibility, at times possibly exceeding expectations, and the quality of work overall was very good.
4	Exceeds expectations	Performance consistently exceeded <u>exceeded</u> expectations in all essential areas of responsibility, and the quality of work overall was excellent.
5	Exceptional	Performance far exceeded expectations due to the exceptionally high quality of work performed in all essential areas of responsibility resulting in an overall quality of work that was superior; and either 1) included the completion of a major goal or project, or 2) made an exceptional or unique contribution in support of section, department, or system objectives and went beyond the call of duty.



Job Objectives/ assignments during Probation (Minimum 3 – Maximum 6)		Remarks
Job Objectives / Assignments	TP Yr 1, S2 – Helping Colleen	S4, EDT/EPR.
Teaching load – 8 hrs.		
Attending 170 @ 17 coursework.		Finished end of March Observations by Stan or David K?
Enrolled in British University of Dubai – Masters.		
Enrolled in CELTA		waiting confirmation.

Please indicate a rating for each Performance Factor:			
No	Performance Factors	Rating (1-5)	Supportive Examples/ Verifications for rating (1 or 5) only
1	Job Knowledge <ul style="list-style-type: none"> Understanding duties, requirements of work, & tools to do the job – comfortable. Effort in getting familiar with HCT system and policies and procedures that have impact on the work. Understanding the different processes and cross-functional activities and its impact on own work. Ability to perform the required duties at the required standard. – Yes Level of contribution by appropriately applying practices and ideas related to work and adapting methods when needed. <u>T.P. ✓ Working with A.C. & A.O.</u> 	5	<ul style="list-style-type: none"> Letters in Arabic to schools. Emails to Ss/taoody Local school P.D. with Colleen.
2	Communication <ul style="list-style-type: none"> Communicating relevant information and ideas in a clear and accurate manner. Seek clarifications by asking questions to understand what is required and what is being asked. Sharing information, opinions and ideas with others Providing appropriate clarification to ensure audience understanding Knowing when to document actions & maintain the required references and updated records. 	TP 5	<ul style="list-style-type: none"> letter in Arabic to school principals. made up "observation schedule (T.P.)" Mentor comments. Across college clubs.
3	Work Quality <ul style="list-style-type: none"> Accuracy, efficiency and completion of all work. Meeting deadlines and achieving excellent results as required. Provides high standard of services to internal and external clients (within the department, other departments, & outsiders). Using information tracking and reporting systems. Amount of time and effort spent to search, collect information, evaluate work areas to ensure continuous improvement. 	4	
4	Taking Initiative <ul style="list-style-type: none"> Understanding things to be done before taking an action. Ability to contribute, develop and/or carry out new ideas. Ability to be a self-initiator, to come up with suggestions, and anticipate needs. Ability to create new work methods, systems and processes. Seeking and performing additional tasks as time permits. 	5	<ul style="list-style-type: none"> Made up letter to Principals about TP MCT final ob. report updated.
5	Teamwork and Interpersonal relations <ul style="list-style-type: none"> Working, cooperating and coordinating with others (supervisors, subordinates, and colleagues) effectively; building positive working relationships with others and respecting others & Company culture. Understanding own strengths and weaknesses and participating in group activities accordingly Working through differences of opinion with others in an objective and constructive manner & maintains composure when dealing with difficult people. Willingness to accept directives, supervision and comments for correction. Attitude shown toward the company and work environment and impact of that on work area. 	5	<ul style="list-style-type: none"> See 1, 2 & 4 Phis observations notes 170 @ 17 overview from F.A.C. meeting willingness to accept advice from A.C.
Total Rating =			



Performance Discussion (Supervisor's Remarks) Fatema has continued to grow professionally through involvement in day to day interactions of the department but also through her use of initiative that develops lasting results for faculty & students.

Employee Feedback to the Supervisor

I think I am getting more confident this semester as I became more knowledgeable and aware of all requirements and meeting standards.

Concurrence with the Supervisor

I have read this document and agree with the outcomes of this Review Discussion in terms of rating and concur with supervisor's remarks

YES

NO

If No, please state reasons below:

Confirmation:

Extension of Probation

Reasons for extension of probation:

Recommendation for Termination:

Reasons for Termination:

Employee's Signature:

AS

Date: 25/2/15.

Supervisor's Signature:

Fatema

Date: 25/2/15

Director / Executive Dean's Signature:

[Signature]

Date: 18/5/15.



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EDUCATIONAL DEVELOPMENT APPLICATION
2b FINANCIAL PLANNING INFORMATION

Anticipated Scholarship Support

Do you plan to apply for funding to support your programme of study? Yes No

If yes, please provide the following anticipated scholarship information:

Source of funding: HCT

Amounts expected:

1. Tuition Fees (attach a full statement, see Notes below) 60,000 without books
2. Others: (please specify, e.g., support for an editor) _____

(Notes: please provide additional information regarding cost per course/module or per semester.)

Name: Fatema AlAwadi Signature: Fat Date: 1st March 2015



EDUCATIONAL DEVELOPMENT APPLICATION
3a DETAILS OF WORKING ARRANGEMENTS DURING STUDY PERIOD

Please provide the following details about the applicant:

- Name: Fatema Ebrahim Al Awadi
- Faculty/ College: RKWC - Education
- Department: Education
- Grade: FA
- Job Title: Teacher- in training

Please provide below details of the potential impact on the employee's regular working day for the entire period of proposed study period. This should include the semester dates, the days of the week, and the times of day with a clear indication of the total number of study hours required per week.

The study hours will be 4 hours per course and will be on Saturdays, I don't think there will be any potential impact on my teaching hours.

Please also indicate if the program of study will require a work placement and provide any details currently available about the time off required for this and if the placement is likely to be at HCT or with another organization.

I may need to apply what I studied while teaching but do not need a work placement.

Please provide below details of how any job duties will be covered during the study period, including, where relevant, the following:

- By colleagues (please specify) Team working for the learning HUB
- By the employee (out of regular working hours) I will be teaching - helping out my mentor and attending 170@17 courses - enrolled in CELTA
- By any other means (please specify)

To be completed by Line Manager:

Name: ANDREW JOHNSTON	Signature:
Position: ACADEMIC COORDINATOR	Date: 1/3/15
Dr. Phil Ouwle Executive Dean:	Signature: Date: 18/5/15



3b Final APPROVAL

The Emiratization Programme is intended to provide the opportunity for New Emirati Faculty who are part of the scheme the opportunity to advance their educational qualifications and knowledge. The program of study is expected to be on a part-time basis and in-country.

Enclosed with application

(please tick box):

- | | | |
|---|--|-------------------------------------|
| 1 | Employee's application with Program of Study information | <input checked="" type="checkbox"/> |
| 2 | Employee's Faculty Development Application (completed) | <input checked="" type="checkbox"/> |
| 3 | An acceptance letter from the institute/university/college | <input checked="" type="checkbox"/> |
| 4 | Executive Dean's statement of support for the proposed study | <input checked="" type="checkbox"/> |
| 5 | The employee's established career development plan | <input checked="" type="checkbox"/> |
| 6 | A copy of the employee's latest performance review | <input type="checkbox"/> |
| 7 | Financial Planning Information | <input checked="" type="checkbox"/> |
| 8 | Details of working arrangements during study period | <input checked="" type="checkbox"/> |

EMPLOYEE DETAILS

Employee's Name: Fatema Ebrahim Al Awadi		
<i>(first)</i>	<i>(middle)</i>	<i>(last)</i>
Employee Number: H00005280	Faculty/ College: Education -- RKWC	
Job Title: Teacher in training	Grade:FA	
Start date with HCT: 17th August 2015	Start date in Grade: 17th August 2015	
Study period: From: 5th January 2015	To: 5th January 2018	

Employee signature	<i>Fatema</i>	Date: 2/3/15
Approval of Direct Line Manager	<i>[Signature]</i>	Date: 2/3/15
Approval of Executive Dean, Teaching and Learning	<i>[Signature]</i>	Date: 20/5/15
Approval of Executive Dean (relevant faculty)	<i>[Signature]</i>	Date: 18/5/15
Approval of Deputy Vice Chancellor, Academic		Date
Approval of College Director		Date
Approval Vice Chancellor:		Date:



TUITION REIMBURSEMENT FORM FOR 170@17 FACULTY

(HR Policy & Procedure reference for source <http://portal.hct.ac.ae/sites/pnp/hr/Pages/gp035.aspx>)

HCT will reimburse the employee in the amount of up to AED XXX,000 per annum for tuition and laboratory fees only. In the first instance, each employee is expected to fund their studies but application may be made to the Chair of the Emiratization Committee to waive this requirement in specific circumstances. HCT will not reimburse other expenses.

Following successful completion of studies undertaken each semester (C Grade or higher), the employee must submit the paperwork listed below together with a completed Reimbursement Form not later than 90 days after the release of semester grade or grades to the office of the Executive Dean, Teaching and Learning. The following documents will be required:

- An acceptance letter of the Degree being undertaken from the institution, including the exact start and finish dates, and a copy of the approval for the programme from the Executive Dean of the Faculty and the Programme Chair.
- A stamped copy of the enrolling institution's statement of successful completion of courses or studies undertaken during the previous semester.
- An itemized tuition invoice from the institution clearly showing the full cost of tuition for each course, courses, semester or year.
- A copy of receipts for any payments made for tuition by the employee.
- Details of financial assistance, if any, including full or partial scholarships that the employee may have received from other sources.
- Latest performance evaluation from the individual's HCT line manager.

Total reimbursement requested

Amount 18,338 Dhs

(Please ensure that all the receipts are attached herewith.)

Reimbursement for the period:

From: 4th January 2015

To: 28th March 2015

Name & ID the Employee:

Fatema Al Awadi, H00005280

Signature:

Fatema

Date:

13 May 2015

Verification by the Campus Human Resources officer:

Name: <u>Fatema Alshewili</u>	Signature: <u>Fatema</u>
Position: <u>Senior officer - HR</u>	Date: <u>13/5/15</u>

Submit completed form and all documents to the Office of Teaching and Learning



4th of January 2015

To whom it may concern

Dear Sir/Madam,

Fatema Alawadi (fatema.alawadi@hct.ac.ae) is enrolled in a Master of Education – Teaching English to Speakers of Other Languages at the British University in Dubai.

As a teacher in training, Fatema is involved in team teaching with her mentor teacher. The TESOL masters degree will put her in good stead at the Higher Colleges of Technology as she will be teaching Emirati students for whom English is an additional language. She will be involved in teaching classes related to Language development and learning, specific English classes that teach reading, writing, Listening and speaking. Besides specific English classes, the general courses also need a knowledge of language in order to help students structure their assignments using language at an IELTS 5.5 average.

So as you can determine, it is absolutely critical that Fatema has a master's degree. Without the master's degree and the methodology and pedagogical training they get from the HCT "Teaching & Learning (T&L) Division", they will not have the necessary skills to effectively train future teachers of the UAE.

Best regards,

Andrew Johnston
Academic coordinator
Education Faculty
Higher Colleges of Technology
Ras Al Khaimah Women's College
Work email: andrew.johnston@hct.ac.ae
Mobile Phone: 971 050 5216825

26 March 2015

To Whom It May Concern

This is to confirm that **Ms. Fatema Ebrahim Mohammed Al Awadi (Student ID: 2014201052)** is registered as a part-time student in the **Master of Education – TESOL** programme in **The British University in Dubai** since **January 2015**. The total fee for the **MEd TESOL** programme is **AED 60,000**. Ms. Fatema has paid **AED 10,000** towards the registration fee and her total remaining balance is **AED 50,000**.

Fee Structure for the Master of Education programme

Registration Fee	AED 10,000
Tuition Fee (Modules)	-
Research Methods in Education – RES503	AED 8,334
Educational Policy – EDU501	AED 8,334
Teaching and Learning – EDU502	AED 8,333
Discourse For Language Teachers – EDU511	AED 8,333
ELT Syllabus and Design – EDU512	AED 8,333
Second Language Teaching and Learning – EDU513	AED 8,333
Dissertation	-
Total	AED 60,000

This letter is issued to Ms. Fatema Ebrahim Mohammed Al Awadi upon her request.

Sincerely,



Ahmed Mohammed
Finance Manager
The British University in Dubai
Tel: 04 - 279 1400
Dir: 04 - 279 1421
Fax: 04 - 279 1490



26 March 2015

To Whom It May Concern

This is to certify that Ms Fatema Ebrahim Mohammed Al Awadi with ID number 2014201052 is a registered part-time student on the Master of Education - TESOL programme in The British University in Dubai, from January 2015.

Ms Al Awadi has registered for RES503 Research Methods in Education module in Term 1 Academic Year 2014-2015. She is waiting for the validation of the Board of Examiners of her results in May 2015.

This letter is issued on Ms Al Awadi's request. Should you require any clarifications, please do not hesitate to contact us.

Yours sincerely,


Amer Alaya
Head of Student Administration



21 January 2015

To whom it may concern

This is to certify that **Mrs Fatema Al Awadi**–Student ID No. 2014201052 is a registered full time student on the **Master of Education –Teaching English To Speakers of Other Languages** programme in **The British University in Dubai**, for January 2015 Term.

Details for the programme are as follows:

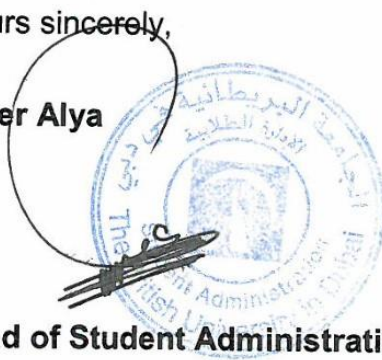
Start Date : 5 January 2015
Expected Duration : Three Years
Tuition Fee : AED 60,000/-
Cost of Books : AED 1,900/- (appr)

This letter is issued on **Mr Al Awadi's** request.

Yours sincerely,

Amer Alya

Head of Student Administration





P O Box 345015, Block 11, 1st & 2nd Floors, Dubai International Academic City, Dubai, U.A.E.
Tel. +971 4 391 3626, Fax +971 4 366 4698, Email: info@buid.ac.ae

Date: 05.01.15

RECEIPT

No. 09141

Received from: Fatima Ebrahim Mohammed Al Awadi

ID Number: 12008977

Payment towards: Registration fee student of Education TEdol
January 2015 intake

Amount in words (AED): Ten thousand only

Dhs	Fils
10000	

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Bank Name: _____

Cash CC

Cheque



Received by (Name): Ahmed Mohamed

Signature:

Received by (Accountant):



Date:

9/4/2015

RECEIPT

No.: 8595/

Received from: Fatema Ibrahim Hawhdi

ID Number: 2014 201052

Payment towards: Fee - MEd (Research Methods in Education)

Amount in words (AED): Eight thousand three hundred and thirty four only

Dhs	Fils
8334	-

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cash CC

Cheque

Bank Name _____ Branch _____

Received by (Name): SIMIN



[Signature]

13 May 2015

To Whom It May Concern

This is to certify that **Miss Fatema Ebrahim Al Awadi– Student ID No. 2014201052** is a registered part-time student on the Master of Education (following the pathway in Teaching English to Speakers of Other Languages TESOL) in **The British University in Dubai, from January 2015.**

Miss Al Awadi has successfully met the learning outcomes of the following module:

Module Code	Module Name	Awarded Mark
RES503	Research Methods in Education	63%, Grade B

This letter is issued on Ms Al Awadi's request.

Yours sincerely,

Amer Alaya
Head of Student Administration





Student Results

Fatema Ebrahim Al Awadi

Student ID 2014201052

Master of Education

Teaching English to Speakers of Other Languages

Code	Module Name	Marks Obtained					Total %	Grade	Date Awarded
		A 1	A 2	A 3	A 4	A 5			
RES503	Research Methods in Education	68.0	65.0	60.0			63	B	27/4/2015



26 October 2015

To Whom It May Concern

This is to certify that **Ms Fatema Ebrahim Al Awadi – Student ID No. 2014201052** is a registered part-time student on the **Master of Education - Teaching English to Speakers of Other Languages** programme in **The British University in Dubai**, from **January 2015**.

Classes are held for the first term of Academic year 2015-16 as follows:

Module Code	Module Name	Day	Time
EDU502	Teaching and Learning	Saturday	9:00 am – 1:00pm

This letter is issued on Ms Al Awadi's request.

Yours sincerely,


Amer Alaya
Head of Student Administration



الجامعة
البريطانية في
دبي



The
British University
in Dubai

P O Box 345015, Block 11, 1st & 2nd Floors, Dubai International Academic City, Dubai, U.A.E.
Tel. +971 4 391 3626, Fax +971 4 366 4698, Email: info@buid.ac.ae

Date: 17/12/2018

RECEIPT

No. 10818

Received from: Fatema Al Awadi

ID Number: 2014201092

Payment towards: Tuition fee - MED

Amount in words (AED): Eight Thousand Three Hundred Thirty Four only

Dhs

Fils

8334 00

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Cheque No. _____ Date: _____ Amount _____

Bank Name _____ Branch _____

Cash

CC

Cheque

Received by (Name):

[Signature]



13 January 2016

To Whom It May Concern

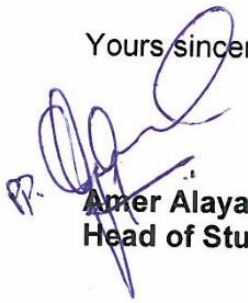
This is to certify that **Ms Fatema Ebrahim Al Awadi – Student ID No. 2014201052** is a registered part-time student on the **Master of Education** programme (following the pathway in Teaching English to Speakers of Other Languages TESOL) in **The British University in Dubai, from January 2015.**

She is currently registered for the following modules in the second term of Academic Year 2015-16. Classes commenced from 9 January 2016.

Module Code	Module Name	Day	Time
EDU511	Discourse for Language Teachers	Saturday	1:00pm – 5:00pm

This letter is issued on Ms Al Awadi's request.

Yours sincerely,



Amer Alaya
Head of Student Administration



Student Results

Fatema Ebrahim Al Awadi

Student ID 2014201052

Master of Education

Teaching English to Speakers of Other Languages

Code	Module Name	Marks Obtained					Total%	Grade	Date Awarded
		A1	A2	A3	A4	A5			
RES503	Research Methods in Education	68.0	65.0	60.0			63	B	27 / 4/2015
EDU502	Teaching and Learning 1/20/2016	72.0	72.0	75.0			74	A	10 / 1/2016

IELTS™

Test Report Form

ACADEMIC

NOTE Admission to undergraduate and post graduate courses should be based on the ACADEMIC Reading and Writing Modules.
GENERAL TRAINING Reading and Writing Modules are not designed to test the full range of language skills required for academic purposes.
It is recommended that the candidate's language ability as indicated in this Test Report Form be re-assessed after two years from the date of the test.

Centre Number

AE113

Date

26/SEP/2015

Candidate Number

008174

Candidate Details

Family Name

ALAWADI

First Name

FATEMA EBRAHIM MOHAMMED SAEED

Candidate ID

784-1986-6917496-7



Date of Birth

09/05/1986

Sex (M/F)

F

Scheme Code

Private Candidate

Country or Region of Origin

Country of Nationality

UNITED ARAB EMIRATES

First Language

ARABIC

Test Results

Listening

8.5

Reading

6.5

Writing

6.0

Speaking

7.5

Overall Band Score

7.0

CEFR Level

C1

Administrator Comments

Empty box for Administrator Comments.



Validation stamp



Administrator's Signature

Handwritten signature



Date

11/10/2015

Test Report Form Number

15AE008174ALAF113A



CAMBRIDGE ENGLISH
Language Assessment
Part of the University of Cambridge

الجامعة
البريطانية في
دبي



The
British University
in Dubai

Original

P O Box 345015, Block 11, 1st & 2nd Floors, Dubai International Academic City, Dubai, U.A.
Tel. +971 4 391 3626, Fax +971 4 366 4698, Email: info@buid.ac.ae

Date : 03-04-2016

RECEIPT

No. : --4089

Received from : Fatema Ebrahim Al Awadi

Student ID : 2014201052

Payment Towards : M Ed Tuition Fee T2 2015-2016

Amount in words (AED) : EIGHT THOUSAND THREE HUNDRED THIRTY-FOUR ONLY

AED 8,334.00

Cheque No. :

Cheque Date :

Amount : 8,334.00

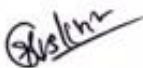
Bank Name.

Cash Cheque

Credit Card



Received by (Name) : haskar.sa

Signature : 

Received by (Accountant) :

13 April 2016

To whom it may concern

This is to certify that **Miss Fatema Ebrahim Al Awadi – Student ID No. 2014217073** is a registered student in the **Master of Education – Teaching English to Speakers of Other Languages** offered by **The British University in Dubai**, from January 2015.

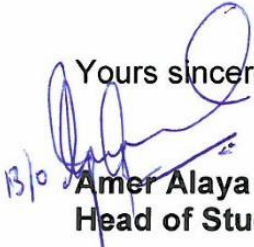
Student registered for following modules in April 2016:


Classes are held for the third term of Academic Year 2015-16 as follows:

Education Policy	Saturday	9:00 am – 01:00 pm
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This letter is issued on Al Awadi's request.

Yours sincerely,


Amer Alaya
Head of Student Administration



The British University in Dubai
PO Box 345015
Dubai, UAE