

UAEU

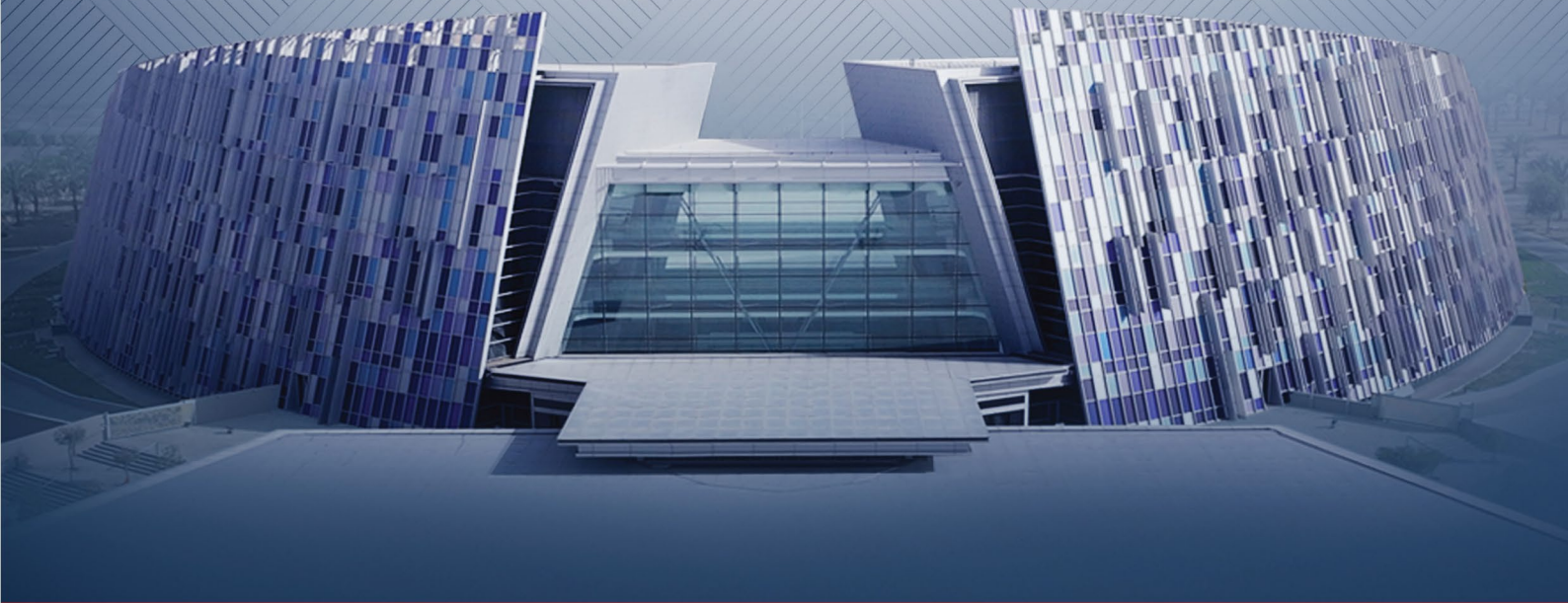
جامعة الإمارات العربية المتحدة
United Arab Emirates University



Issue To Whom It May Concern Certificate

**United Arab Emirates University Website
User Guide**

Version 1.0



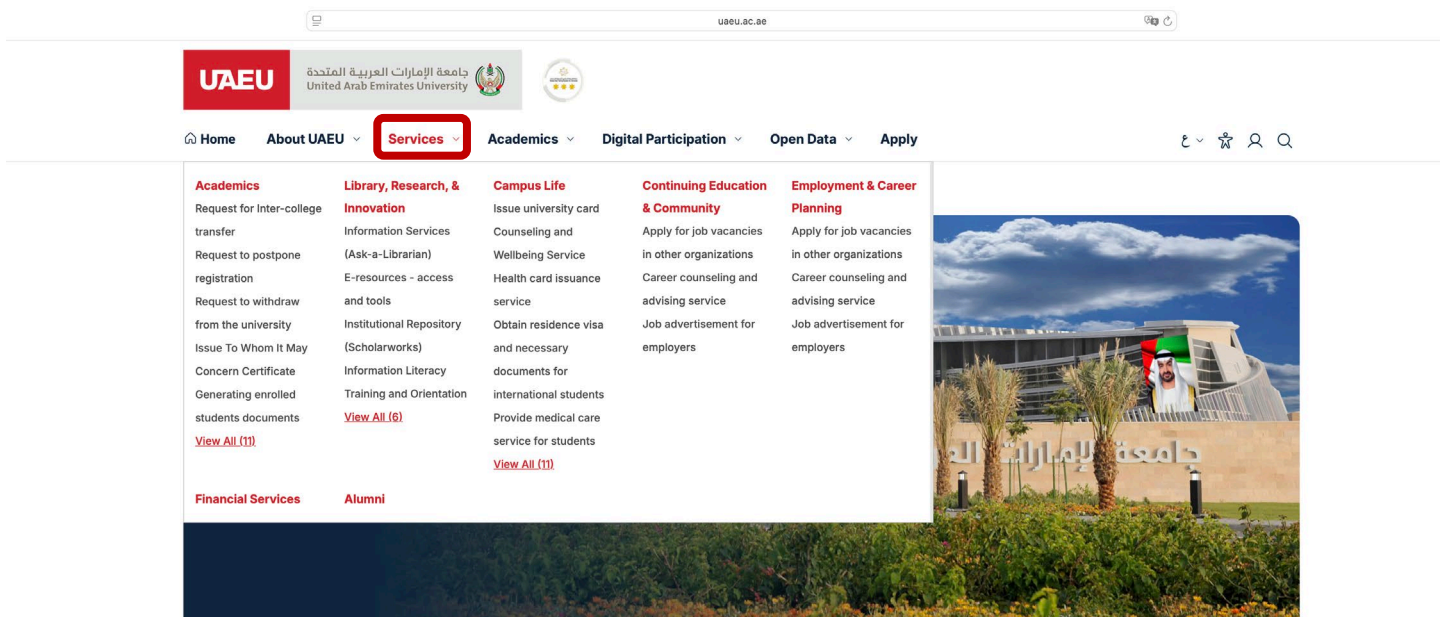
Accessing the University Website:

1. Start by visiting the official website of the United Arab Emirates University at <https://www.uaeu.ac.ae>



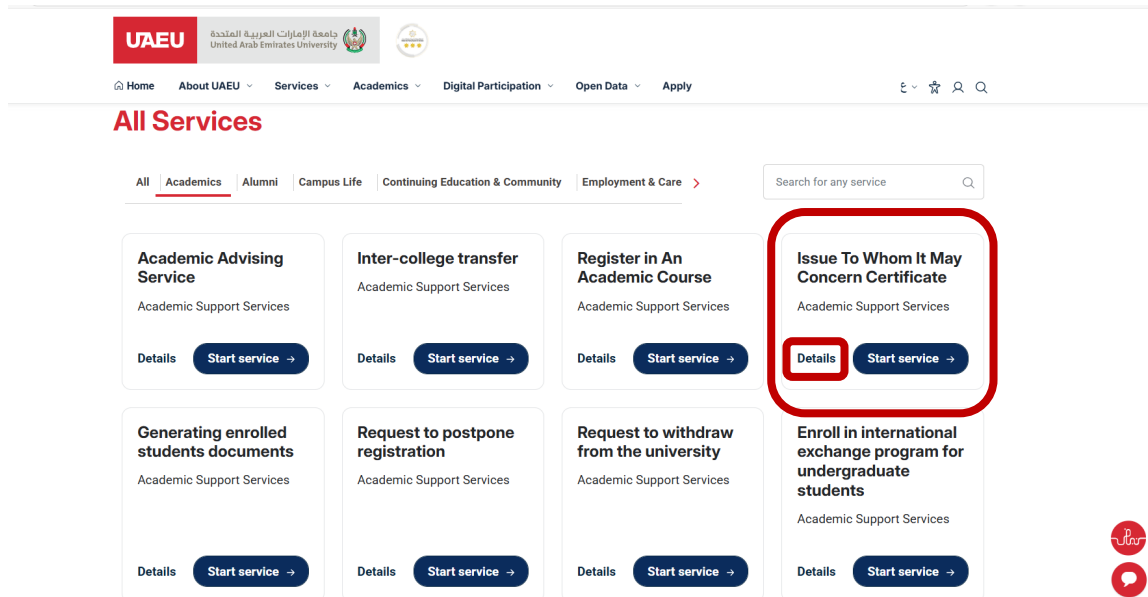
Accessing the Service:

2. From the main page click on "Services" tab.



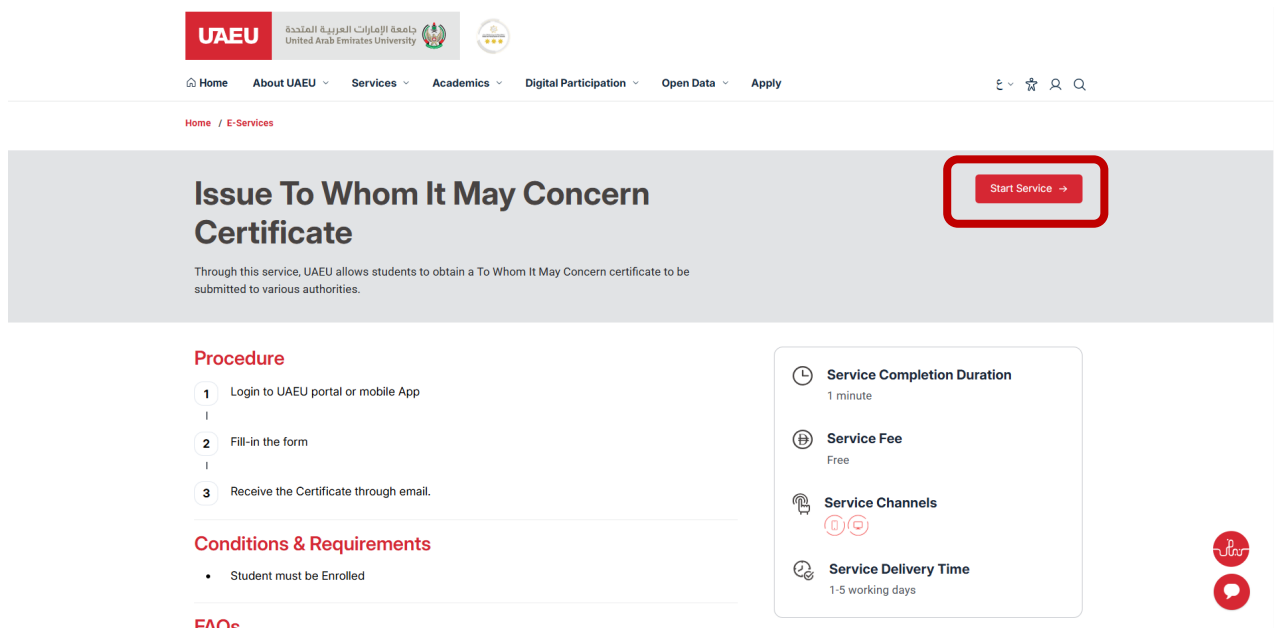
3. On the services page, search for “Issue To Whom It May Concern Certificate”

4. Click on “Details”



Viewing the Service Information Before Proceeding:

5. Click on “Start Service”, You can also access the service directly via the link: [Issue To Whom It May Concern Certificate](#)



Sign in:

6. Sign in to the website using UAE PASS or your UAEU Username and Password.

Sign In

USERNAME

PASSWORD

[Sign In](#)

[Forgot password?](#)

Switch to [login with UAE pass](#)

Sign In

 **Sign in with UAE PASS**

Need a UAE PASS account? [Create an account](#)

[Use other login option](#)



Document Selection

7. Choose the type of document “**To Whom It May Concern**”, then click **Submit**. It will be sent to your email within an hour.

Student Document Request

Note: Your request will be processed for your Bachelor degree level.

Document Type

☒ **Digital**
Issue permanent document under MyPassport

☐ **Printout**
Generate PDF for printout

Documents

☐ Academic Transcript (English) (0 AED)

☐ Academic Transcript (Arabic) (0 AED)

☐ English Attestation (0 AED)

☐ Arabic Attestation (0 AED)

☒ **To Whom It May Concern (0 AED)**
 Select one or more additional notes (optional)

☐ UAEU is accredited by WASC.
 ☐ Classes are held on campus with regular attendance.
 ☐ The teaching language is English for all majors except Arabic and Law majors.
 ☐ Confirmation of registration for the current/upcoming semester.
 ☐ Midterm Completion(Requires ARD approval)
 ☐ Others Notes(Requires ARD approval)

Total Cost : 0 AED

Cancel

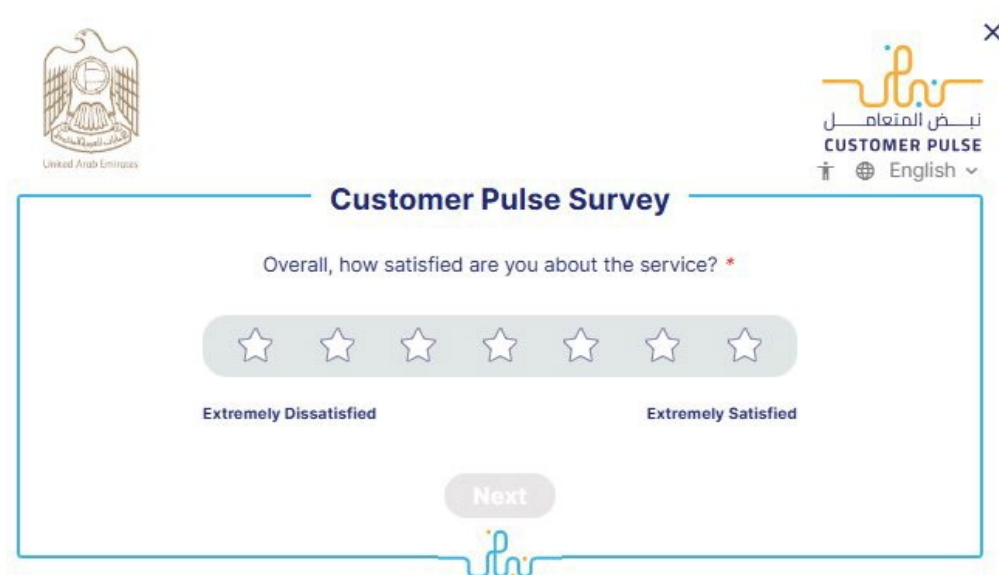
Submit

Note:

- You can Select one or more additional notes (optional) to be included for “To Whom It May Concern”.
- Some notes for "To Whom It May Concern" may take time to be approved by the Registration Department.
- During the end-of-semester periods and the announcement of grades, it may take additional time to approve your request.

Customer Pulse Survey:

8. You can evaluate your experience with the service through the customer pulse survey screen shown below.



Receiving Documents:

9. The requested document will be sent to you via email after it has been processed within the specified timeframe.

Additional Information

- For Assistance: If you encounter any difficulties or have inquiries, you can contact the Admission & Registration Deanship via UAEU's toll-free number: 800-8238.
- Instructional Video: An explanatory video is available to help you use the service. (The link is provided within the service details on the university website).