



IISJ/PRL/0062/2026-2027

16 May 2026

CIRCULAR

Dear Parents (Class XII),

Greetings from IIS Jubail!

Please be informed that students who completed Class XII during the academic year 2025–26 are requested to submit their Transfer Certificate (TC) application at the earliest.

Kindly note:

- It will take 2 to 3 working days to process the TC.
- The school will remain closed for Hajj holidays from **22 May 2026 to 2 Jun 2026**.
- Students who wish to collect their TC before **21 May 2026** must submit their application on or before **19 May 2026**.

The TC application form should be submitted at the Cash Counter (Admin Block).


Dr. Nisha Madhu
Principal



Cc:
Chairman and SMC Members, Vice Principal, All Section Heads