



IBN SEENA ENGLISH HIGH SCHOOL

Daleel Report Card

Dear Parents,

We are pleased to share with you the steps for obtaining your child's certificate through the Daleel System. We hope these instructions are clear and help you access the certificate easily and conveniently.

Daleel Portal:

<https://daleel.spea.shj.ae/auth/login>

Steps to Obtain the Certificate:

- Use the link that was sent to you via message.
- Once you open the page, click "Login with UAE Pass."
- Please note that the student is linked to one of the parents' UAE Pass account.
- After logging in, click on the picture above the student's name.
- Select "Submit Request."
- Choose "Submit Certificate Issuance Request."
- Under "Certificate Type," select "Grades."
- Click "Add Required Information."
- AED 15 per certificate is required for attestation.
- Select the required academic year and semester.
- Choose "All Subjects" or "Mandatory Subjects Only."
- Click "Save."
- Select the certificate and click "Pay."
- Complete the payment process.
- Return to the certificate details page and click "View."
- The certificate will open in a new page.

Important Notes:

- The QR code confirms attestation by SPEA.
- No principal signature or school stamp is required.
- It is recommended to use a laptop or desktop computer.
- Schools are not authorized to issue certificates on behalf of parents.

Thank you for your cooperation and continued understanding.

MANAGEMENT