

## **What documents will I need if I secure a position in the Middle East?**

This is a question we get asked all the time, and it is an important one as a school will need the correct documents, as quickly as possible, so that they can secure your work visa. It is also important to know the process and costs involved as you will need to get this done and the costs will be for your account.

The big thing to bear in mind is that different regions of the Middle East have different document requirements and these also come with a different price tag. So we strongly recommend not to get any documents authenticated until you have a contract and job in the Middle East as you then run the risk of going through the process (and costs) for a region only to be placed in a different region and having to do it all again.....locations do not 'share' authenticated documents and you will not be able to use authenticated documents for one region elsewhere.

If you are successful in securing a position in the Middle East, then the authentication/attestation of your documents needs to happen – we will advise you on this process and will put you in touch with a document and authentication process company who can support and even do the legwork for you.

## **What documents will be authenticated?**

- SAQA verification letter
- Reference letter
- Police clearance certificate (not all locations require a PCC, we will advise)

We do recommend applying, in particular for your SAQA letter, early as this can take a few months to be issued and this will hold up the authentication/attestation process. A PCC is only valid for 6 months and need to cover you for a month or so after your arrival to your Middle East destination, so do keep that in mind when planning to apply for one. A reference letter is something to get once you have secured a position, particularly if your current employer is not aware of your plans.

## **What does all of this cost?**

This is difficult to pinpoint as each region charges differently but you are looking at anything from R3000 – R6000 depending on the location and which documents are required.

In a nutshell, make the commitment to teach in the Middle East; apply for your SAQA letter, use a calendar when applying for your PCC, hopefully secure a position, work with the document specialist to get the required documents authenticated for the region you will be going to.