How to submit inquiry and ask for Drop course

- 1. Open your SIS account
- 2. Click on 'Student Suppot' icon

	Online Ex	xam Grades	
Arub Campus	Arab Campus	Arab Campus	Anab Campus
Registration	Student Fees	Student Plan	Sem.Time Table
Anab Campus	Arab Campus	Arab Campus	Arab Campus
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Grades	Student PDP	Student Adviser	Student Support
Arab Campus	Arab Campus	Arab Campus	Arab Campus
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Password	Edit Profile	LMS	Student Surveys

3. Click on 'Inquiries System'



4. Click on submit a new inquires



5. Click on 'the subject' and choose 'Registration Department'

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	The subject Details : I declare that to the best accurate and complete. I a staff on a need-to-know Agree Dis-agree Submit	of my knowledge all the in give my consent for this in asis for the purpose of invi	Formation I have supplied or attached with this form is true, formation to be circulated to relevant members of the AOU estigating my appeal.	

- 6. Write in the details box your inquiry. *Example*: Kindly I need to drop course -----
- 7. Click on 'Agree'
- 8. Click on 'Submit'

Student Information:	
Branch	
Student Name	
Student ID	
Telephone No.	
E-mail address	
Academic Year	2019
Academic Programme	BSc Information Technology & Cc
Academic Semester	2
Subject of Inquiries	S:
The subject	Registration Department
Details :	
I declare that to the be accurate and complete staff that a need-to-know	est of my knowledge all the information I have supplied or attached with this form is true, I give my consent for this information to be circulated to relevant members of the AOU w basis for the purpose of investigating my appeal.
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- 9. You will find the message that your inquiry has been sent successfully
- 10. Click on view your inquiries history

Home Page Registration Student	Fees Student Plan Semester Time Table Examination Result Student PDP Student Adviser Student Support Password Edit Prof	ile LogOut
	Inquiries Options	
	To submit a new Inquiries <u>Click Here</u> To view your Inquiries history, <u>Click Here</u>	
	Your Inquiries has been sent successfully	
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- 'عرض' 11. Click on
- 12. You will find the details of your inquiry and the registration department answer.

Home Page Registration Student Fees Student Plan Semester Time Table Examination Result Student PDP Student Adviser Student Support Password Edit Profile LogOut
Inquiries Options
To submit a new Inquiries <u>Click Here</u> To view your Inquiries history, <u>Click Here</u>
Inquiries History
التفاصيل القسم المختص رقم الطائب أعصل التسجيل سفة التسجيل تلويغ الإستفسار رقم الإستقسار عرض التسجيل 2019 77 5/2/2020 3:44:55 PM
nquiry Details : kindly i need to drop course ()
nquiry Answer :
Acronyms Used:
dEC: Branch Examination Committee FEC: Faculty Examination Committee CEC: Central Examination Committee BRO: Branch Registration Office
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13. Your request will be executed within two days. Check again the system and you will find the registration department answer.

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Inquiries History
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