

REGISTRATION PROCEDURE SUMMER 2026

I- Pre-Registration : May 06 to 08, 2026.

- 1- Log in to Student Information System (SIS) to retrieve your payment slip.
- 2- Before registration, kindly pay a **non-refundable Payment On Account** in the amount of 6,500,000 L.L. and 550 US dollars in cash at the university to be deducted from the tuition fees if registered.
- 3- Check the posted course offering to decide which courses you need to register.
- 4- Register online according to the following schedule:

Days	ID number
Wednesday May 06, 2026	XXXXXX – A2320999
Thursday May 07, 2026	A2410001 – A2420999
Friday May 08, 2026	A2510001 – A2520XXX

- 5- Log in and get your courses registered; in case you face any problem, kindly ask your advisor for assistance or call the Office of the Registrar at extensions 1213, 1670, or 1245 to solve your problem.
- 6- Print your course schedule and make sure that all the information is correct (ID, name, semester, major, courses, and sections). **You are fully responsible for all data listed on your printout.**
- 7- **Log out and make sure you click the X button on the top right-hand corner.**
- 8- Log in to Student Information System (SIS) to print your payment slip, 72 hours following your pre-registration.

II- Final Registration :

Pay at the Bank or at the university before June 03, 2026 as a deadline **otherwise your pre-registration will be cancelled.**

III - Late Registration:

June 08 to June 12, 2026.
A fee of 50 US dollars will be charged.

