



## خطوات تسجيل المقررات

الدخول لنظام التسجيل من خلال موقع الجامعة أو من خلال الرابط  
التالي:

<https://siksa.aou.edu.kw/OnlineServices>



**AOU**  
الجامعة العربية المفتوحة  
Arab Open University  
Saudi Arabia

**OPEN HORIZONS  
FOR A BRIGHTER FUTURE**



Welcome to AOU Online Student Services



User ID

Password

[Forgot Password?](#)

[Log In](#)



1. ادخال الرقم الجامعي والرقم السري  
Enter The User ID/ Password

(User ID : Your Student ID, Default Password : Your National Code / ID)



You are logged in as

[Log out](#)

## AOU Online Student Services Center

### Student Info:

Student Center	Jeddah
GPA	2
Completed Credits	33
Remaining Credits	96
Advisor Name	Dr. Moncef Guizani -
Advisor Email	m.guizani@arabou.edu.sa
External Links	<a href="#">Links, Student Guide, Policies and Procedures..</a>
Course Catalogue	<a href="#">Course Catalogue</a>
My Academic Plan	<a href="#">click here to view the academic plan</a>

### LMS:

Use this section to access LMS. AOU uses LMS to host its courses online. From here you can access all your course content, submit assignments, download course material and interact with your tutors, in addition to following up on latest news and events.

[Go to LMS](#)

### Registration - التسجيل:

Use this section to register your courses for the selected semester. AOU allows you to register your courses online from anywhere with an internet connection.

هذا القسم مخصص لتسجيل المقررات في الفصل الدراسي والارشاد الاكاديمي

Semester **Summer 2023/2024** ▼

[Go to the Registration section](#)

(-You should pay the registration fees and any previous debt before registering the current semester and pay the Registration Fees First from the Financial Section; )

### Financial - المالية:

Use this section to check your financial statement and pay online.

هذا القسم مخصص لتسديد الرسوم ومشاهدة جدول الدفعات

[Go to the Financial section](#)

2. اختيار الفصل الدراسي والدخول الى  
"Go To the registration section"



You are logged in as [ ]

[Log out](#)

**Advisor Info**

**Advisor Name:** Moncef Guizani --  
**Office Location:** N/A  
**Email:** m.guizani@arabou.edu.sa  
**Office Hours:**  
**Advising Period:** Starts on **April 24** and ends on **August 1**

**Steps for Online Advising and Course Registration**

-

[Print Registration Form](#) [طباعة الجدول الدراسي](#)

**Advised courses**

**Advisor Notes:**

Course Part	Course	Priority Order	Notes
ACCT202	Principles of Accounting (2)	0	Faculty Requirements/ Mandatory (W)
ACCT430/6	Practical Training in Accounting/6	0	Spec. Requirements/Mandatory (N/A)
ECON202	Introduction to Economic Sciences (2)	0	Faculty Requirements/ Mandatory (N/A)
STAT201	Statistics for Managerial and Economic Sciences	0	Faculty Requirements/ Mandatory (N/A)
MGT202	Principles of Management (2)	0	Spec. Requirements/Electives (N/A)
MIS201	Management information systems	0	Spec. Requirements/Mandatory (N/A)
MKT201	Principles of Marketing	0	Spec. Requirements/Electives (N/A)
ELIIE	English Communication Skills (1)	0	General Requirement (N/A)

**Advising Notes Log**

I confirm my receipt of the advised courses.

Should you have any concerns please send a message to your advisor:

[Submit](#)

3. الضغط على  
"I confirm my receipt of the advised courses"

4. الضغط على  
"Submit"

[Go to the Registration Section](#)

[View Offered Courses for Summer 2023/2024](#)  
[Take me back to the Student Services Center](#)



You are logged in as

[Log out](#)

**Advisor Info**

**Advisor Name:** Moncef Guizani --  
**Office Location:** N/A  
**Email:** m.guizani@arabou.edu.sa  
**Office Hours:**  
**Advising Period:** Starts on **April 24** and ends on **August 1**

**Steps for Online Advising and Course Registration**

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**Advised courses**

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ACCT430/6	Practical Training in Accounting/6	0	Spec. Requirements/Mandatory (N/A)
ECON202	Introduction to Economic Sciences (2)	0	Faculty Requirements/ Mandatory (N/A)
STAT201	Statistics for Managerial and Economic Sciences	0	Faculty Requirements/ Mandatory (N/A)
MGT202	Principles of Management (2)	0	Spec. Requirements/Electives (N/A)
MIS201	Management information systems	0	Spec. Requirements/Mandatory (N/A)
MKT201	Principles of Marketing	0	Spec. Requirements/Electives (N/A)
ELITE	English Communication Skills (1)	0	General Requirement (N/A)

**Advising Notes Log**

You have confirmed your receipt of the advised courses.

[Go to the Registration Section](#)



5. الدخول الى  
"Go To the registration section"

[View Offered Courses for Summer 2023/2024](#)

[Take me back to the Student Services Center](#)



You are logged in as

[Log out](#)

Welcome to the Summer 2023/2024 Online Registration System

Registration Mode: Registration

Instructions

Use this page to choose your courses. To choose a course follow the steps below:

1. Click on 'View Sections' to display the sections of the course you wish to register.
2. Click on 'Enroll' to register section.
3. Click on 'Confirm' to finalize section registration. Click on 'Delete' if you wish to delete the section.
4. Click on 'Change Section' to change your section to another one of your choice.
5. You are only allowed a limited number of drops. Use them wisely.
6. Only confirmed sections will be considered as registered. Once you move to next page, non confirmed sections will be deleted.
7. Click on 'Go to Step 2' once you are done choosing your courses.

Courses Advised

Course Code	Course Name	Category	Credits	Course Price	View Sections
ACCT202	Principles of Accounting (2)		3	1216.8 SAR	<a href="#">View Sections</a>
ACCT430/6	Practical Training in Accounting/6		6	2433.6 SAR	<a href="#">View Sections</a>
ECON202	Introduction to Economic Sciences (2)		3	1216.8 SAR	<a href="#">View Sections</a>
EL111E	English Communication Skills (1)		3	893.1 SAR	<a href="#">View Sections</a>
MGT202	Principles of Management (2)		3	1216.8 SAR	<a href="#">View Sections</a>
MIS201	Management information systems		3	1216.8 SAR	<a href="#">View Sections</a>
MKT201	Principles of Marketing		3	1216.8 SAR	<a href="#">View Sections</a>
STAT201	Statistics for Managerial and Economic Sciences		3	1216.8 SAR	<a href="#">View Sections</a>

(Sections for Course EL111E)

Section	Tutor	Schedule (Location : days (tutorial time))	Start On Week Of	Status	Action Type 1
1301	Hassim Abdilmo'ti S Al Takhaineh -	VC HOME 1: Weekly: [02/06/24-18/07/24] Tu; 16:00 to 18:00	02-Jun-2024	Open	<a href="#">Enroll</a>

Please note that the tutor may change without prior notice.

6. الضغط على "View Section"

7. اختيار الشعبة والضغط على "Enroll"

2. Click on 'Enroll' to register section.
3. Click on 'Confirm' to finalize section registration. Click on 'Delete' if you wish to delete the section.
4. Click on 'Change Section' to change your section to another one of your choice.
5. You are only allowed a limited number of drops. Use them wisely.
6. Only confirmed sections will be considered as registered. Once you move to next page, non confirmed sections will be deleted.
7. Click on 'Go to Step 2' once you are done choosing your courses.

**Section Successfully enrolled.**

**Courses Advised**

Course Code	Course Name	Category	Credits	Course Price	Coordinator	View Sections
EL098	English Orientation Programme (Level 2)		0	232 KD	Kaldun Mohamed Nur Said -	<a href="#">View Sections</a>
EL099	English Orientation Programme (Level 3)		0	232 KD	Kaldun Mohamed Nur Said -	<a href="#">View Sections</a>

**(Sections for Course EL098)**

Section	Schedule (Location : days (tutorial time))	Status	Action Type 1
000	temp: Weekly: [24/11/18-17/01/19] Fr; 21:00 to 23:00	Open	<a href="#">Change Section</a>
101	GE106: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 09:00 to 11:00	Full	
102	GE106: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 11:00 to 13:00	Full	
103	GE109: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 09:00 to 11:00	Open	
104	GE109: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 11:00 to 13:00	Open	<a href="#">Change Section</a>
105	GE105: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 13:00 to 15:00	Open	<a href="#">Change Section</a>
106	GE105: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 15:00 to 17:00	Open	<a href="#">Change Section</a>
107	GE105: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 17:00 to 19:00	Open	<a href="#">Change Section</a>
108	GE105: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 19:00 to 21:00	Open	<a href="#">Change Section</a>
109	GE109: Weekly: [22/09/18-15/11/18] Sa;Su;Tu;We;Th; 19:00 to 21:00	Open	<a href="#">Change Section</a>
301	temp: Weekly: [24/11/18-17/01/19] Sa;Su;Mo;Tu;Th; 11:00 to 13:00	Open	<a href="#">Unavailable Change Section</a>
302	temp: Weekly: [24/11/18-17/01/19] Sa;Su;Mo;Tu;Th; 15:00 to 17:00	Open	<a href="#">Unavailable Change Section</a>
303	temp: Weekly: [24/11/18-17/01/19] Sa;Su;Mo;Tu;Th; 19:00 to 21:00	Open	<a href="#">Unavailable Change Section</a>

Please note that the tutor may change without prior notice.

**Courses Registered**

Course Code	Section	Credits	Price	Books Price	Schedule (Location : days (tutorial time))	Coordinator	Status	Status Date	Action Type 1	Action Type 2
EL098	103	0	0 KD	0 KD	GE109 : Tu,We,Th,Sa,Su: (09:00 - 11:00)	Kaldun Mohamed Nur Said --	Not Confirmed	9/3/2018 11:03:08 AM	<a href="#">Confirm</a>	<a href="#">Delete</a>

[Go to Step 2 \(Financial\)](#)

[Cancel my requests and take me back to the Student Services Center](#)

8. التأكيد على اختيار الشعبة بالضغط على "Confirm"



**Welcome to the First 2018/2019 Online Registration System**

**Registration Mode: Registration**

**Instructions**

**Use this page to choose your courses. To choose a course follow the steps below:**

1. Click on 'View Sections' to display the sections of the course you wish to register.
2. Click on 'Enroll' to register section.
3. Click on 'Confirm' to finalize section registration. Click on 'Delete' if you wish to delete the section.
4. Click on 'Change Section' to change your section to another one of your choice.
5. You are only allowed a limited number of drops. Use them wisely.
6. Only confirmed sections will be considered as registered. Once you move to next page, non confirmed sections will be deleted.
7. Click on 'Go to Step 2' once you are done choosing your courses.

**Courses Advised**

Course Code	Course Name	Category	Credits	Course Price	Coordinator	View Sections
EL098	English Orientation Programme (Level 2)		0	232 KD	Kaldun Mohamed Nur Said -	<a href="#">View Sections</a>
EL099	English Orientation Programme (Level 3)		0	232 KD	Kaldun Mohamed Nur Said -	<a href="#">View Sections</a>

**Courses Registered**

Course Code	Section	Credits	Price	Books Price	Schedule (Location : days (tutorial time))	Coordinator	Status	Status Date	Action Type 1	Action Type 2
EL098	206	0	232 KD	22 KD	GW606 : Tu,We,Th,Sa,Su: (11:00 - 13:00)	Kaldun Mohamed Nur Said - -	Enrolled	9/3/2018 10:45:46 AM		Drop
EL099	000	0	232 KD	22 KD	N/A : Fr: (21:00 - 23:00)	Kaldun Mohamed Nur Said - -	Enrolled	9/3/2018 10:45:57 AM		Drop

[Go to Step 2 \(Financial\)](#)  
[Cancel my requests and return to the dashboard](#)



9. الضغط على  
 "Go to step 2 (Financial)"

Course Code	Category	Credits	Course Price	Section	Schedule (Location : days (tutorial time))	Status
ACCT202	Faculty Requirements/ Mandatory	3	1217 SAR	1301	Weekly: 02/Jun/2024-18/Jul/2024: VC HOME 1: Tu,We: (10:00 - 12:00)	Enrolled

Semester Tuition Fees

Listed below is a view of your tuition summary for this semester

Category	Amount
Administrative Fees	90 SAR
Course Fees	1217 SAR
Registration Fees	469 SAR
Student Aid Support	23 SAR
Technical Services and Electronic Resources	563 SAR
<b>Total to be paid</b>	<b>2362 SAR</b>

Payments

Please select the number of payments you wish to divide the tuition on

(Payment Details / Schedule)

Payment Detail
One Payment - دفعة واحدة
رسوم الالتحاق والقبول

10. الضغط على  
"I confirm I have read the below  
paragraph (Mandatory to  
proceed to step 3)"

I confirm I have read the below paragraph (Mandatory to proceed to step 3)

**سداد الرسوم :**

- يجب سداد كامل الرسوم او القسط الاول لمن تنطبق عليهم شروط التقسيط مباشرة عن طريق الدفع المباشر او خلال 12 ساعة عن طريق نظام سداد. ويتم حذف الجدول تلقائيا في حالة عدم الدفع.
- لا تقبل التحويلات البنكية الى حسابات الجامعة ولن يتم تفعيل الجدول في حال السداد عن طريق التحويل البنكي للحساب

**التقسيم:**

- يمكن تقسيط الرسوم بدفعتين وفقا للمعايير التالية:

1. انجاز اكثر من ٢٠ ساعة بنجاح
2. المعدل التراكمي اكثر من ٢
3. اولوية التسجيل بنظام التقسيط حسب التقويم الدراسي المععلن أو اكمال المقاعد المحددة .

**Paying the Fees:**

- Paying the total fees or the first installment are a must for whoever meet the conditions of installment directly which is by direct paying or 12 hours duration via Sadad System. The academic schedule shall be automatically deleted in case of not paying.
- Bank transfers to university accounts are not accepted. The schedule will not be activated in the event of payment through the bank transfer to the university accounts.

**Installment:**

- The fees can be paid in two installments according to the following criteria:

1. Accomplishing more than 20 hours successfully
2. The GPA is more than 2
3. The priority of registration in installments is going to be according to the announced academic calendar or the completion of specified seats.

11. الضغط على  
"Go to Step 3 (Final Step) to Print  
the Payment Schedule"

Go to Step 3 (Final Step) to Print the Payment Schedule  
[Take me back to the registration page](#)



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Saudi Arabia

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You are logged in as: [User Name]

Log out

## Online Payment

### Instructions:

- Use this page to choose your registration and/or tuition fees you want to pay.
- Select from the grid the slip you should pay and fill in the form your personal details.

[Print Registration Form](#) [طباعة الجدول الدراسي](#)

### Slips

عزيزي الطالب

يجب سداد كامل الرسوم او القسط الاول لمن تنطبق عليهم شروط التقسيط مباشرة عن طريق الدفع الإلكتروني او خلال 12 ساعة عن طريق نظام سداد. وإلا سيتم حذف الجدول تلقائياً

-  
:-

	Amount	Remaining	Description
<a href="#">Select</a>	469.00 SAR	469.00 SAR	2023/2024 Summer Slip: One Payment - دفعة واحدة

12. الضغط على  
"Pay"  
لدفع الرسوم

PAY

يمكن الدفع عن طريق **سداد** رقم المفوتر 017, رقم المشترك (الرقم الجامعي) وكتابة المبلغ المطلوب دفعه.

"You can pay the required fees using **SADAD** Service, the subscription number is your Applicant\_id or your AOU Student\_id, you must write the amount to be paid"

ملاحظة: يجب سداد كامل الرسوم او القسط الاول لمن تنطبق عليهم شروط التقسيط مباشرة عن طريق الدفع المباشر او عن طريق نظام سداد خلال 12 ساعة وإلا سيتم حذف الجدول تلقائياً.

AOU

Amount: 469.00 SAR



Card Number\*

XXXX XXXX XXXX XXXX

Expiry Date\*

MM/YY



CVV\*

XXXX

Card Holder Name\*

Card Holder First Name And Last Name

PAY

