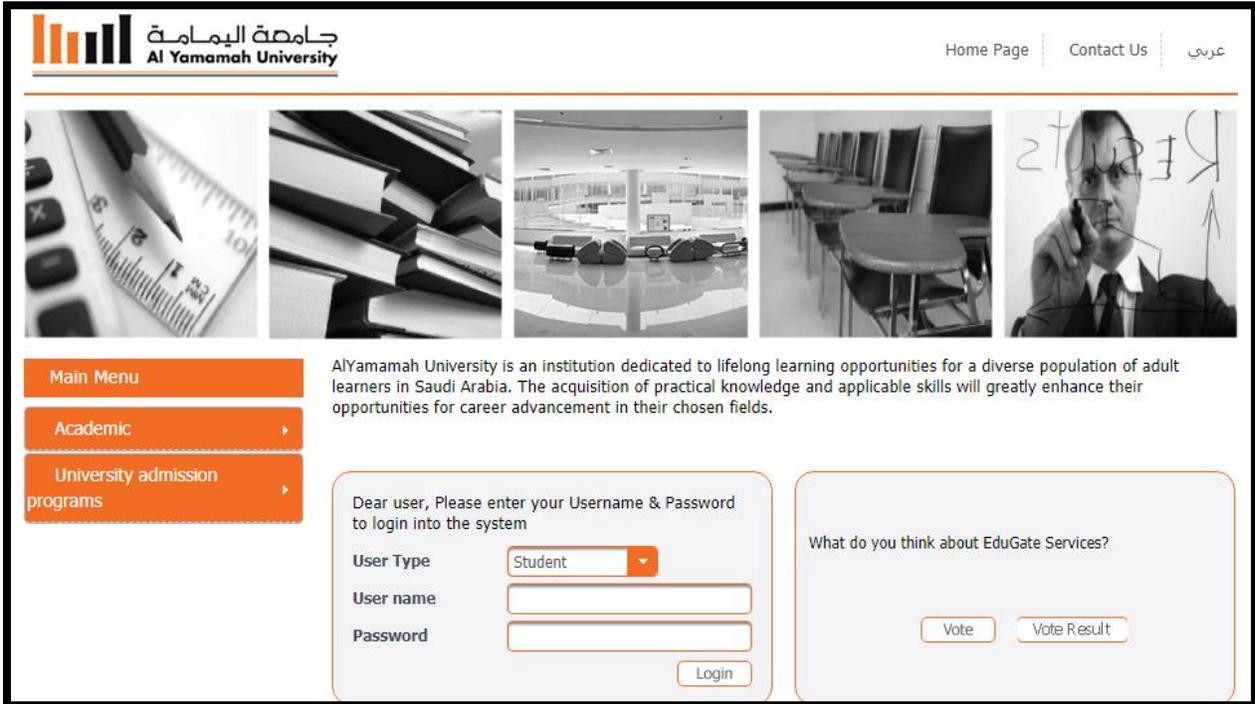


How to Register Online?

Please follow these steps to register online through **Edugate**:

1. In the Internet browser, write the Edugate web address:
<https://edugate.yu.edu.sa/yu/ui/home.faces> (Save this address to your Favorites)
2. The Edugate web page will open:



The screenshot shows the Al Yamamah University EduGate web interface. At the top left is the university logo and name in Arabic and English. To the right are navigation links for 'Home Page', 'Contact Us', and 'عربي'. Below the header is a row of five images: a calculator and ruler, a stack of books, a modern library interior, a classroom with rows of desks, and a man in a suit pointing at a whiteboard with mathematical diagrams. On the left side, there is a vertical menu with three orange buttons: 'Main Menu', 'Academic', and 'University admission programs'. The main content area features a login form with the text 'Dear user, Please enter your Username & Password to login into the system'. The form includes a 'User Type' dropdown menu set to 'Student', 'User name' and 'Password' input fields, and a 'Login' button. To the right of the login form is a feedback section titled 'What do you think about EduGate Services?' with 'Vote' and 'Vote Result' buttons.

3. In the **Username** and **Password** fields, write your username and password (your username should be your **University ID** number, and the password your **National ID number or Iqama number**).
4. Then, press the button "**Sign in**".

5. Your Edugate Account page will open.

جامعة اليمامة
Al Yamamah University

Home Page Sign Out

First Semester 2019/2020 **9**

Student Page

Main Menu
Academic
Entry Application
Reports
Registration
Personal

Student Name : [Redacted]
Student No. : [Redacted]
Registration Semester : First Semester 2019/2020
Faculty : Science in Business Administration
Major : Management
Campus : Male

Student Status : Active
Semester : First Semester 2019/2020
Join Semester : First Semester 2019/2020
Cum. GPA : [Redacted]

Probations Count : 0
E-Mail : [Redacted]
Mobile No. : [Redacted]
Advisor Name : [Redacted]

6. Click on **Registration menu** and select **Drop – Add Courses**.

Main Menu
Academic
Entry Application
Reports
Personal
Registration
Offered Courses
Drop-Add Courses

7. Click on **Add Button**.

Main Menu

- Academic
- Entry Application
- Reports
- Personal
- Registration

Drop-Add Courses

Second Semester 2019/2020 9

Student Name : _____ Faculty : _____

Student No. : _____ Major : _____

Registration _____ Campus : _____

Semester : _____

Hours number which is required to be registered becomes less than the minimum level of credit hours, so you have to add another course or revoke of doing the action that you had done.

8. Check on the empty box beside the desire course.

Choose the course from the available courses

Choose Section	Course Code	Course Name	CRS	Search Section	Choose Section	Day	Time	Room	Instructor
<input checked="" type="checkbox"/>	ORN 05-R	Proficient Advanced English Skills - Reading	2		<input type="text"/>				
<input type="checkbox"/>	ORN 05-C	Proficient Advanced English Skills - Comm	2.5		<input type="text"/>				

9. When you click on the **search icon** beside the desire course, the list of the available sections for this course will be appear. Click on **the desire section number**.

Closed Courses are not appear
Courses with unpassed prerequisites are not appear

Enter the section number in the below "Enter Section" field.

Enter section	Course Code	Course Name	CRS	Day
<input type="text"/>				

Choose the course from the available courses

Choose Section	Course Code	Course Name	CRS	Search Section	Choose Section
<input checked="" type="checkbox"/>	ORN 05-R	Proficient Advanced English Skills - Reading	2		<input type="text"/>
<input type="checkbox"/>	ORN 05-C	Proficient Advanced English Skills - Comm	2.5		<input type="text"/>

Add x

There are more sections , you can select one of these sections

404	U M T W T H	08:30 AM - 10:30 AM	C 208
405	U M T W T H	08:30 AM - 10:30 AM	C 209
406	U M T W T H	08:30 AM - 10:30 AM	C 210

10. Then all the section's details will be appear. Now, you can select the other course in the same way.

Choose the course from the available courses

Choose Section	Course Code	Course Name	CRS	Search Section	Choose Section	Day	Time	Room	Instructor
<input checked="" type="checkbox"/>	ORN 05-R	Proficient Advanced English Skills - Reading	2		404	U M T W T H	08:30 AM - 10:30 AM	C 208	Ms. Lanesha Hammett
<input type="checkbox"/>	ORN 05-C	Proficient Advanced English Skills - Comm	2.5		<input type="text"/>				

11. After selecting all your desire courses, click on **Add Button**.

Choose the course from the available courses

Choose Section	Course Code	Course Name	CRS	Search Section	Choose Section	Day	Time	Room	Instructor
<input checked="" type="checkbox"/>	ORN 05-R	Proficient Advanced English Skills - Reading	2		404	U M T W T H	08:30 AM - 10:30 AM	C 208	Ms. Lanesha Hammett
<input checked="" type="checkbox"/>	ORN 05-C	Proficient Advanced English Skills - Comm	2.5		412	U M T W T H	01:30 PM - 03:30 PM	C 210	Ms. Lamyra Ramadan

Back
Add

12. A confirmation page will be open. After reviewing all the sections details, click on **Confirm Button**.

The procedures that you had performed till now are correct. If you want to record them, press on

Confirm

Add
Confirm

Processes not confirmed

Course Code	Course Name	Activity	CRS	Section	Day	Time	Status	Restore	Details
ORN 05-R	Proficient Advanced English Skills - Reading	Lecture	2.0	404	U M T W T H	08:30 AM - 10:30 AM	Pending	↺	Details
ORN 05-C	Proficient Advanced English Skills - Comm	Lecture	2.5	412	U M T W T H	01:30 PM - 03:30 PM	Pending	↺	Details

13. Then your confirmed schedule will be appear.

Course Code	Course Name	Activity	Section	CRS	Day	Time	Room
ORN 05-R	Proficient Advanced English Skills - Reading	Lecture	404	2	U M T W T H	08:30 AM - 10:30 AM	C 208
ORN 05-C	Proficient Advanced English Skills - Comm	Lecture	412	2.5	U M T W T H	01:30 PM - 03:30 PM	C 210

The End..