

# Student Information System (SIS)

User Manual

2018-2019

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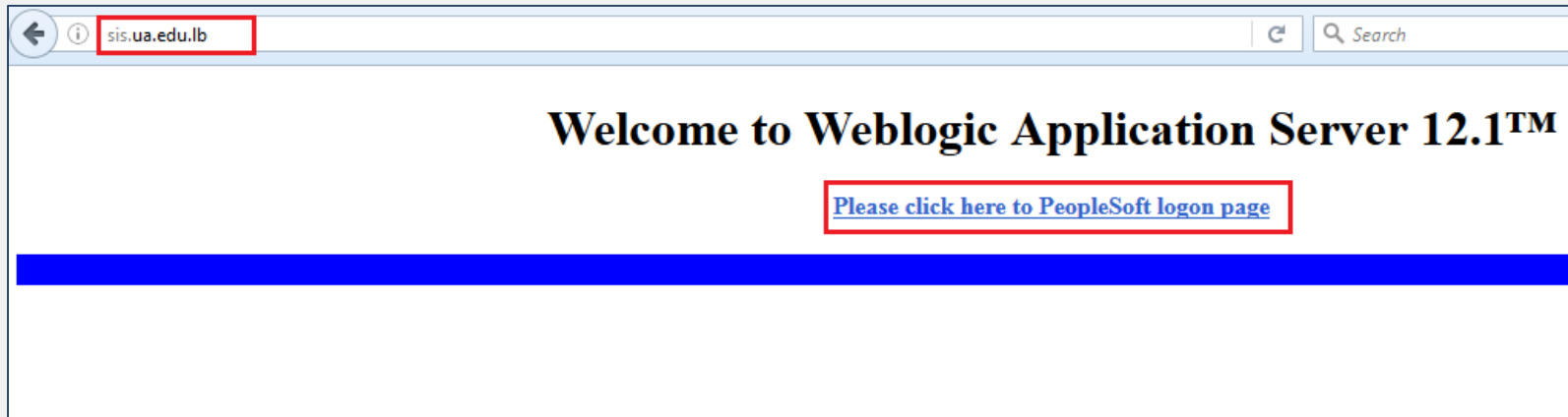
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# Access to the Site

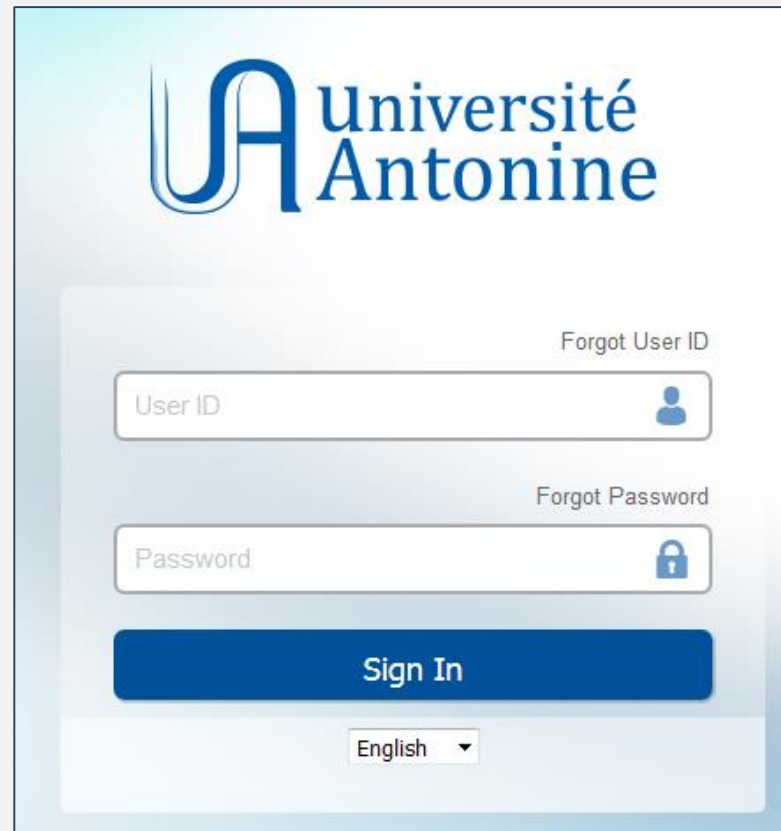
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URL Address: <http://sis.ua.edu.lb>




# Login Page

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Université  
Antonine

Forgot User ID

User ID 

Forgot Password

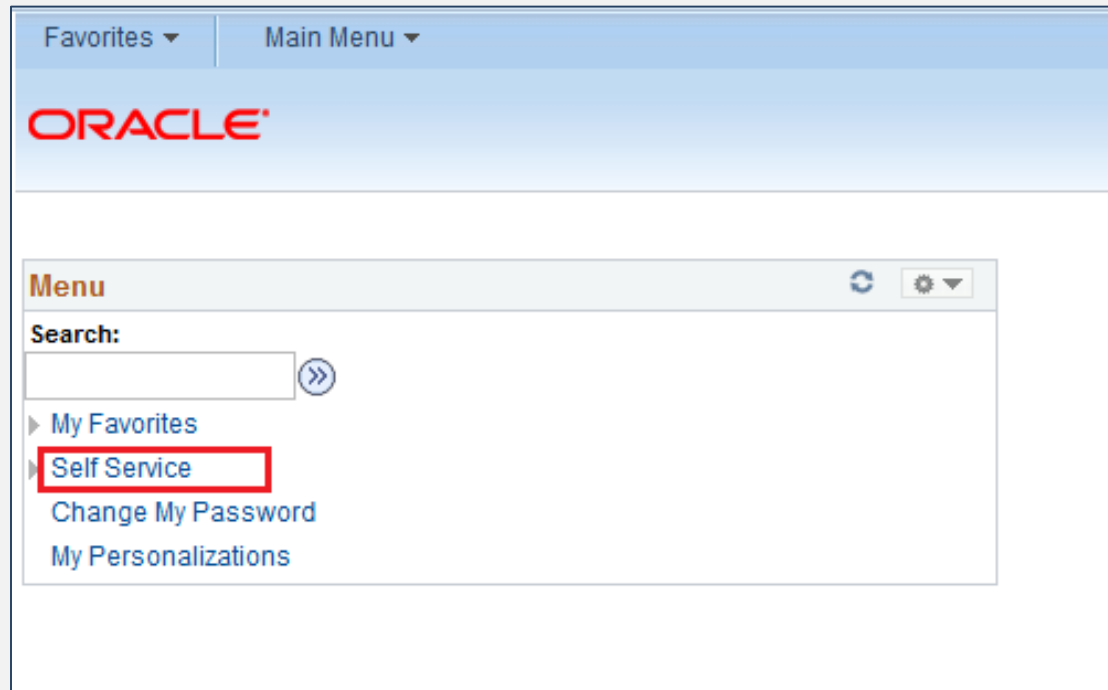
Password 

Sign In

English ▾

# Main Menu










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# Access to the Student Center

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Main Menu >

 <b>Self Service</b> Navigate to your self service information and activities.	 <b>Student Center</b> Use the student center to manage school related activities.
 <b>AWS Service Tester</b> AWS Service Tester	 <b>Enrollment</b> View appointments, plan and enroll in classes, view student and exam schedules. <ul style="list-style-type: none"><li> View My Assignments</li><li> Enrollment Dates</li><li> My Class Schedule</li><li>6 More...</li></ul>
 <b>Academic Planning</b> Build your academic planner <ul style="list-style-type: none"><li> My Planner</li></ul>	

# Academic Requirements (List of courses for My Academic Plan)

In order to view the list of courses for your academic plan, follow the below steps, under the following link: *Main Menu > Self-Service > Student Center*

1

**Academics**

[Search Plan](#)  
[Enroll](#)  
**My Academics**

other academic... >>

Deadlines URL Gradebook

**2016 - 2017 Fall Schedule**

	Class	Schedule
	ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4
	ENGB 102-EC10-2 LEC (1047)	Mo 11:30AM - 12:45PM Room: TBA Mo 1:00PM - 2:15PM Room: TBA

weekly schedule ▶

SEARCH FOR CLASSES

**Holds**  
No Holds.

**Enrollment Dates**  
[Open Enrollment Dates](#)

**Advisor**  
**Program Advisor**  
Georges Nehmeh Noel

# Academic Requirements (List of courses for My Academic Plan)

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2

## My Academics

<b>Academic Requirements</b>	<a href="#">View my advisement report</a>
<b>Advisors</b>	<a href="#">View my advisors</a>
<b>Transfer Credit</b>	<a href="#">Evaluate my transfer credits</a> <a href="#">View my transfer credit report</a>
<b>Course History</b>	<a href="#">View my course history</a>
<b>Transcript</b>	<a href="#">View my unofficial transcript</a> <a href="#">Request official transcript</a>
<b>Enrollment Verification</b>	<a href="#">Request enrollment verification</a>
<b>Graduation</b>	<a href="#">Apply for graduation</a> <a href="#">View my graduation status</a>



# Academic Requirements (List of courses for My Academic Plan)

3

✓ Taken
◆ In Progress
★ Planned

**Licence en Gestion - Option Banque et Finance**

**Not Satisfied:** Licence en Gestion - Option Banque et Finance

- Units: 96.00 required, 12.00 taken, 84.00 needed

**Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Sec**

**Not Satisfied:** Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Section Française

- Units: 24.00 required, 12.00 taken, 12.00 needed

**FGA - Major Courses- BF**

**Not Satisfied:** FGA - Major Courses- BF

- Units: 24.00 required, 6.00 taken, 18.00 needed

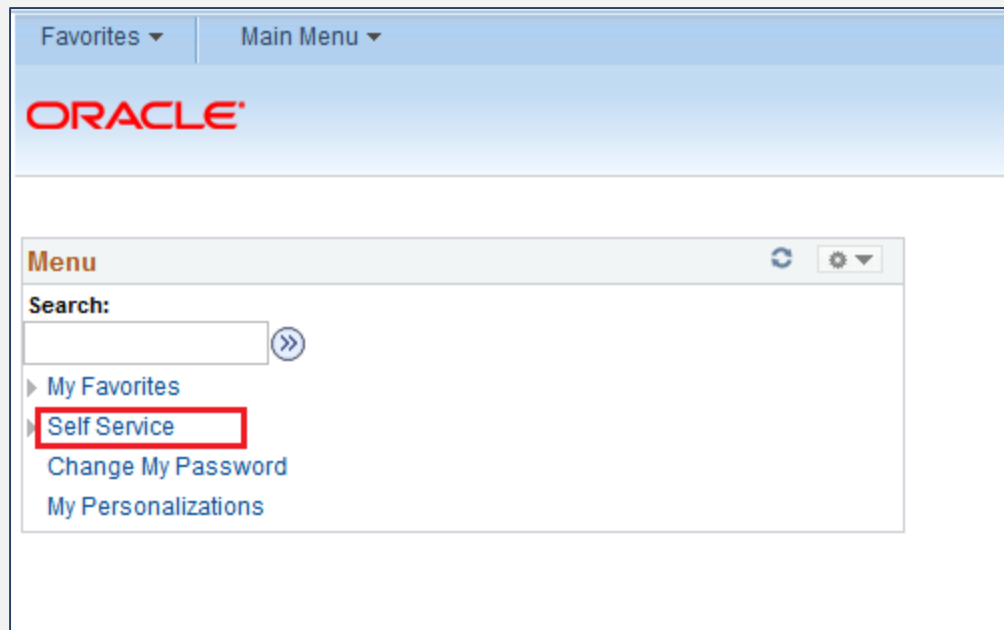
The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Notes	Status
ACCT109-FC10	<a href="#">Taxation</a>	3.00				
ACCT110-FC10	<a href="#">Auditing</a>	3.00	End Term - 9998			★
ANCD012-FC00	<a href="#">Senior project Banking and Fin</a> *** view multiple offerings	3.00				
ECON103-FC10	<a href="#">Théorie Politique et Monétaire</a>	3.00				
FINA102-FC10	<a href="#">Gestion Financière</a>	3.00				
FINA103-FC10	<a href="#">Politique Financière</a>	3.00				

# Add a Course

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In order to register in courses, follow the below steps:



# Add a Course

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Main Menu >

 <b>Self Service</b> Navigate to your self service information and activities.	 <b>Student Center</b> Use the student center to manage school related activities.
 <b>AWS Service Tester</b> AWS Service Tester	 <b>Enrollment</b> View appointments, plan and enroll in classes, view student and exam schedules. <ul style="list-style-type: none"><li> View My Assignments</li><li> Enrollment Dates</li><li> My Class Schedule</li><li>6 More...</li></ul>
 <b>Academic Planning</b> Build your academic planner <ul style="list-style-type: none"><li> My Planner</li></ul>	

# Add a Course

**Academics**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)

other academic...

[Deadlines](#) [URL](#) [Gradebook](#)

**2016 - 2017 Fall Schedule**

	<u>Class</u>	<u>Schedule</u>
	ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4
	ENGB 102-EC10-2 LEC (1047)	Mo 11:30AM - 12:45PM Room: TBA Mo 1:00PM - 2:15PM Room: TBA

[weekly schedule ▶](#)

**Holds**  
No Holds.

**Enrollment Dates**  
[Open Enrollment Dates](#)

**Advisor**  
**Program Advisor**  
Georges Nehmeh Noel

# Add a Course

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**My Academics**

<b>Academic Requirements</b>	<a href="#">View my advisement report</a>
<b>Advisors</b>	<a href="#">View my advisors</a>
<b>Transfer Credit</b>	<a href="#">Evaluate my transfer credits</a> <a href="#">View my transfer credit report</a>
<b>Course History</b>	<a href="#">View my course history</a>
<b>Transcript</b>	<a href="#">View my unofficial transcript</a> <a href="#">Request official transcript</a>
<b>Enrollment Verification</b>	<a href="#">Request enrollment verification</a>
<b>Graduation</b>	<a href="#">Apply for graduation</a> <a href="#">View my graduation status</a>

# Add a Course

Click on the needed course to view its available sections

✔ Taken    ◆ In Progress    ★ Planned

**▼ Licence en Gestion - Option Banque et Finance**

**Not Satisfied:** Licence en Gestion - Option Banque et Finance

- Units: 96.00 required, 12.00 taken, 84.00 needed

**▼ Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Sec**

**Not Satisfied:** Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Section Française

- Units: 24.00 required, 12.00 taken, 12.00 needed

**▼ FGA - Major Courses- BF**

**Not Satisfied:** FGA - Major Courses- BF

- Units: 24.00 required, 6.00 taken, 18.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Notes	Status
ACCT109-FC10	<a href="#">Taxation</a>	3.00				
ACCT110-FC10	<a href="#">Auditing</a>	3.00	End Term - 9998			★
ANCD012-FC00	<a href="#">Senior project Banking and Fin</a>	3.00				
	<a href="#">*** view multiple offerings</a>					
ECON103-FC10	<a href="#">Théorie Politique et Monétaire</a>	3.00				
FINA102-FC10	<a href="#">Gestion Financière</a>	3.00				
FINA103-FC10	<a href="#">Politique Financière</a>	3.00				

# Add a Course

Click on the “View Class Sections” button

The screenshot shows a web interface with a navigation bar at the top containing buttons for 'Search', 'Plan', 'Enroll', and 'My Academics'. Below this is a section titled 'My Academic Requirements' followed by 'Course Detail'. A link 'Return to My Academic Requirements' is present. The course title is 'ECON 103-FC10 - Théorie Politique et Monétaire'. A detailed 'Course Detail' box contains the following information:

Career	Cycle1	<b>view class sections</b>
Units	3.00	
Grading Basis	Graded	<b>add to planner</b>
Course Components	Lecture	Required
Academic Group	Gestion des Affaires	
Academic Organization	Fac. Gestion des Affaires	

# Add a Course

---

Select the current semester and click “Show Sections”

The screenshot shows a web interface titled "Course Schedule". Under the heading "Terms Offered", there is a dropdown menu currently displaying "2016 - 2017 Fall". A red rectangular box highlights both the dropdown menu and the "show sections" button to its right. The dropdown menu is open, showing a list of semesters: "2009 - 2010 Fall", "2009 - 2010 Spring", "2011 - 2012 Fall", "2012 - 2013 Fall", "2013 - 2014 Fall", "2014 - 2015 Fall", "2015 - 2016 Fall", and "2016 - 2017 Fall". The "2016 - 2017 Fall" option is highlighted in blue. To the left of the dropdown, there is an information icon (i) and the text "You are n". To the right, there is a light blue box containing the text "2009 - 2010 Fall at this time."



# Add a Course

Choose a section and click the 'Select' button

The status of the class

● Open    ■ Closed    ▲ Wait List

**ECON 103-FC10 sections for 2016 - 2017 Fall**

Section	Session	Status			
<a href="#">01-LEC (1469)</a>	1	●	<b>select</b>		
Days	Start	End	Room	Instructor	Dates
Tu	11:30AM	12:45PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016
Tu	1:00PM	2:15PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016

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Section	Session	Status	Select		
<a href="#">02-LEC (1470)</a>	1	●	<b>select</b>		
Section Details	Short Desc	Short 2	Course Descript	Instructor	Description - Part 1
Th	8:30AM	9:45AM	Baabda-SalleCours-G.2.17	Georges Nehmeh Noel	09/19/2016 - 12/23/2016
Th	10:00AM	11:15AM	Baabda-SalleCours-G.2.17	Georges Nehmeh Noel	09/19/2016 - 12/23/2016

# Add a Course

- Check and adjust the instructor's name
- Click the 'Next' Button to add the class to your Shopping Cart

### My Academic Requirements

**Add to Shopping Cart - Enrollment Preferences**

2016 - 2017 Fall | Cycle1 | Université Antonine

#### ECON 103-FC10 - Théorie Politique et Monétaire

##### Class Preferences

ECON 103-FC10-01 Lecture ● Open

Wait List  Wait list if class is full

Permission Nbr

Session Regular Academic Session

Grading Graded grade Basis

Career Cycle1

Units 3.00

Enrollment Information

- Théorie Politique et Monétaire

Instructor **Georges Noel Nehmeh** ▼

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture	Tu 11:30AM - 12:45PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016
		Tu 1:00PM - 2:15PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016

# Add a Course

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The course has been added to your Shopping Cart.  
Click on the highlighted link to enroll in the class.

The screenshot shows a navigation bar with four buttons: "Search", "Plan", "Enroll", and "My Academics". Below the navigation bar is a section titled "My Academic Requirements" with a horizontal line underneath. Underneath that is a section titled "Course Detail". A green box contains a green checkmark icon and the text: "ECON 103-FC10 has been added to your Shopping Cart. To enroll in classes from your 2016 - 2017 Fall Shopping Cart, [click here.](#)" The link "click here." is highlighted with a red rectangular border.

# Add a Course

Select the checkbox and then click the 'enroll' button

● Open    ■ Closed    ▲ Wait List

**Add to Cart:**  
Enter Class Nbr  
   
Find Classes  
 Class Search  
 My Requirements  
 My Planner

**2016 - 2017 Fall Shopping Cart**

Select	Class	Days/Times	Room	Instructor	Units	Status
<input checked="" type="checkbox"/>	<a href="#">ECON 103-</a> <a href="#">FC10-01</a> <a href="#">(1469)</a>	Tu 11:30AM - 12:45PM Tu 1:00PM - 2:15PM	Baabda- SalleCours- G.2.4 Baabda- SalleCours- G.2.4	G. Nehmeh	3.00	●

for selected:

# Drop a Course

**Step 1:** From the Main Menu, access the following link:

*Main menu > Self-Service > Enrollment > Enrollment: Drop Classes*

The screenshot displays the Université Antonine student portal interface. At the top, a navigation breadcrumb trail shows: Favorites > Main Menu > Self Service > Enrollment > View My Grades. The 'Enrollment' dropdown menu is open, listing various options. The 'Enrollment: Drop Classes' option is highlighted with a red box. The main content area shows the Université Antonine logo, a 'test student' profile, and a search bar with 'my class schedule' entered. Below the search bar are buttons for 'add' and 'drop'. The footer of the page indicates the current semester as '2016 - 2017 Fall'.

# Drop a Course

**Step 2:** Select the checkbox for the course you want to drop and click the “Drop Selected Classes” button

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Drop Classes

1 2 3

#### 1. Select classes to drop

Select the classes to drop and click Drop Selected Classes.

2016 - 2017 Fall | Cycle1 | Université Antonine

**Class status**

Enrolled  Dropped  Wait Listed

Select	Class	Description	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	<a href="#">ACCT 101-EC00-A (1138)</a>	Principles of Accounting 1 (Lecture)	Tu 3:30AM - 4:45AM Tu 5:00PM - 6:15PM	Salle de cours (G3) A.2.4 Salle de cours (G3) A.2.4	G. Homsy	3.00	<input checked="" type="checkbox"/>

**DROP SELECTED CLASSES**

# Drop a Course

**Step 3:** Click the “Finish dropping” button to finalize the drop

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Drop Classes

1 2 3

## 2. Confirm your selection

Click Finish Dropping to process your drop request. To exit without dropping these classes, click Cancel.

2016 - 2017 Fall | Cycle1 | Université Antonine

✓ Enrolled    ✕ Dropped    ⚠ Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
<a href="#">ACCT 101-EC00-A (1138)</a>	Principles of Accounting 1 (Lecture)	Tu 3:30AM - 4:45AM Tu 5:00PM - 6:15PM	Salle de cours (G3) A.2.4 Salle de cours (G3) A.2.4	N. Mansour	3.00	✓

CANCEL    PREVIOUS    **FINISH DROPPING**

# Swap Classes

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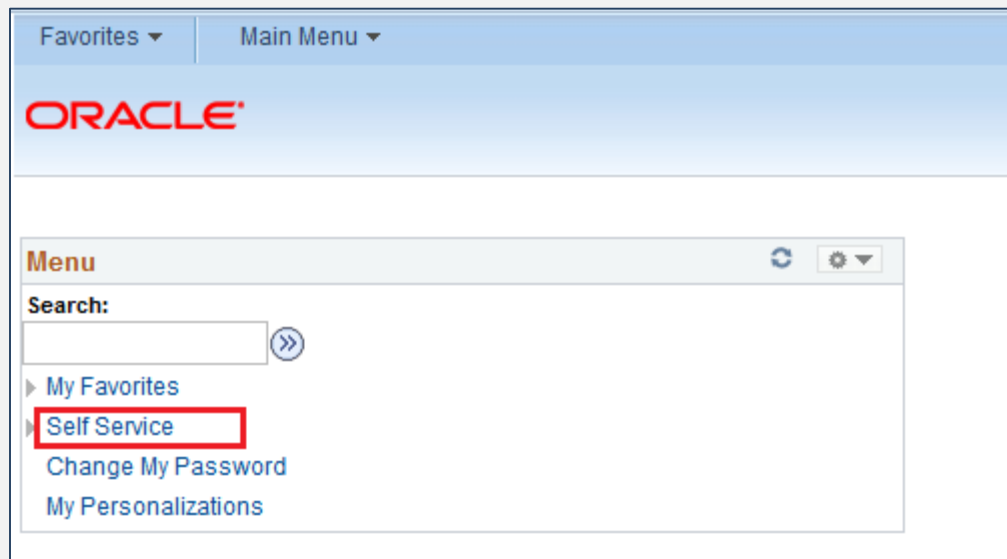
- Use the Swap function when you do not want to drop a class until a new class is successfully added (replace a class with another class)
- Step 1: Add a class to your shopping cart
- Step 2: Swap classes



# Swap Classes: Step 1

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In order to add a class on your shopping cart, follow the below steps:



# Swap Classes: Step 1

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Main Menu >

 <b>Self Service</b> Navigate to your self service information and activities.	 <b>Student Center</b> Use the student center to manage school related activities.
 <b>AWS Service Tester</b> AWS Service Tester	 <b>Enrollment</b> View appointments, plan and enroll in classes, view student and exam schedules. <ul style="list-style-type: none"><li> View My Assignments</li><li> Enrollment Dates</li><li> My Class Schedule</li><li>6 More...</li></ul>
 <b>Academic Planning</b> Build your academic planner <ul style="list-style-type: none"><li> My Planner</li></ul>	

# Swap Classes: Step 1

**Academics**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)

other academic... >>

[Deadlines](#) [URL](#) [Gradebook](#)

**2016 - 2017 Fall Schedule**

	<u>Class</u>	<u>Schedule</u>
	ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4
	ENGB 102-EC10-2 LEC (1047)	Mo 11:30AM - 12:45PM Room: TBA Mo 1:00PM - 2:15PM Room: TBA

[weekly schedule ▶](#)

**SEARCH FOR CLASSES**

**Holds**  
No Holds.

**Enrollment Dates**  
[Open Enrollment Dates](#)

**Advisor**  
**Program Advisor**  
Georges Nehmeh Noel

# Swap Classes: Step 1

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**My Academics**

<b>Academic Requirements</b>	<a href="#">View my advisement report</a>
<b>Advisors</b>	<a href="#">View my advisors</a>
<b>Transfer Credit</b>	<a href="#">Evaluate my transfer credits</a> <a href="#">View my transfer credit report</a>
<b>Course History</b>	<a href="#">View my course history</a>
<b>Transcript</b>	<a href="#">View my unofficial transcript</a> <a href="#">Request official transcript</a>
<b>Enrollment Verification</b>	<a href="#">Request enrollment verification</a>
<b>Graduation</b>	<a href="#">Apply for graduation</a> <a href="#">View my graduation status</a>

# Swap Classes: Step 1

Click on the needed course to view its available sections

✓ Taken    ⬢ In Progress    ★ Planned

▼ **Licence en Gestion - Option Banque et Finance**

**Not Satisfied:** Licence en Gestion - Option Banque et Finance

- Units: 96.00 required, 12.00 taken, 84.00 needed

**Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Sec**

**Not Satisfied:** Faculté de Gestion Des Affaires - Major Course - Option Banque et Finances - Section Française

- Units: 24.00 required, 12.00 taken, 12.00 needed

▼ **FGA - Major Courses- BF**

**Not Satisfied:** FGA - Major Courses- BF

- Units: 24.00 required, 6.00 taken, 18.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Notes	Status
ACCT109-FC10	<a href="#">Taxation</a>	3.00				
ACCT110-FC10	<a href="#">Auditing</a>	3.00	End Term - 9998			★
ANCD012-FC00	<a href="#">Senior project Banking and Fin</a> <a href="#">*** view multiple offerings</a>	3.00				
ECON103-FC10	<a href="#">Théorie Politique et Monétaire</a>	3.00				
FINA102-FC10	<a href="#">Gestion Financière</a>	3.00				
FINA103-FC10	<a href="#">Politique Financière</a>	3.00				

# Swap Classes: Step 1

Click on the “View Class Sections” button

The screenshot shows a web interface with a navigation bar at the top containing buttons for 'Search', 'Plan', 'Enroll', and 'My Academics'. Below this is a section titled 'My Academic Requirements'. Underneath, there is a 'Course Detail' section with a link 'Return to My Academic Requirements'. The course title is 'ECON 103-FC10 - Théorie Politique et Monétaire'. A detailed course information table is shown, with a 'view class sections' button highlighted in a red box and an 'add to planner' button below it.

Course Detail	
Career	Cycle1
Units	3.00
Grading Basis	Graded
Course Components	Lecture Required
Academic Group	Gestion des Affaires
Academic Organization	Fac. Gestion des Affaires

# Swap Classes: Step 1

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Select the current semester and click “Show Sections”

The screenshot shows a web interface titled "Course Schedule". It features a "Terms Offered" dropdown menu with a red border. The dropdown is open, showing a list of semesters from 2009 to 2017. The "2016 - 2017 Fall" option is highlighted in blue. To the right of the dropdown is a green "show sections" button, also enclosed in a red border. Below the dropdown, there is a grey box with an information icon and the text "You are n...". To the right of this box is another grey box with the text "...009 - 2010 Fall at this time.".

# Swap Classes: Step 1

Choose a section and click the 'Select' button

The status of the class

The screenshot shows a web interface for selecting a class section. At the top, there are three status indicators: a green circle for 'Open', a blue square for 'Closed', and a yellow triangle for 'Wait List'. Below this is a header for 'ECON 103-FC10 sections for 2016 - 2017 Fall'. The first section is '01-LEC (1469)' with session 1, which is 'Open' (indicated by a green circle) and has a 'select' button highlighted with a red box. Below this are two rows of session details with columns for Days, Start, End, Room, Instructor, and Dates. The second section is '02-LEC (1470)' with session 1, which is also 'Open' and has a 'select' button highlighted with a red box. Below this are two rows of session details with columns for Section Details, Short Desc, Short 2, Course Descript, Instructor, and Description - Part 1.

Section	Session	Status	
<a href="#">01-LEC (1469)</a>	1	● Open	<b>select</b>
<b>Days</b>	<b>Start</b>	<b>End</b>	<b>Room</b>
Tu	11:30AM	12:45PM	Baabda-SalleCours-G.2.4
			Instructor: Pascal Azzam Elias
			Dates: 09/19/2016 - 12/23/2016
Tu	1:00PM	2:15PM	Baabda-SalleCours-G.2.4
			Instructor: Pascal Azzam Elias
			Dates: 09/19/2016 - 12/23/2016
<b>02-LEC (1470)</b>	<b>Session</b>	<b>Status</b>	<b>Select</b>
<a href="#">02-LEC (1470)</a>	1	● Open	<b>select</b>
<b>Section Details</b>	<b>Short Desc</b>	<b>Short 2</b>	<b>Course Descript</b>
Th	8:30AM	9:45AM	Baabda-SalleCours-G.2.17
			Instructor: Georges Nehmeh Noel
			Description - Part 1: 09/19/2016 - 12/23/2016
Th	10:00AM	11:15AM	Baabda-SalleCours-G.2.17
			Instructor: Georges Nehmeh Noel
			Description - Part 1: 09/19/2016 - 12/23/2016



# Swap Classes: Step 1

Click the 'Next' Button to  
add the class to your  
Shopping Cart

### My Academic Requirements

**Add to Shopping Cart - Enrollment Preferences**

2016 - 2017 Fall | Cycle1 | Université Antonine

#### ECON 103-FC10 - Théorie Politique et Monétaire

#### Class Preferences

ECON 103-FC10-01 Lecture ● Open  Wait List  Wait list if class is full

Session Regular Academic Session  Permission Nbr

Career Cycle1  Grading Graded grade Basis

#### Enrollment Information

- Théorie Politique et Monétaire

Units 3.00

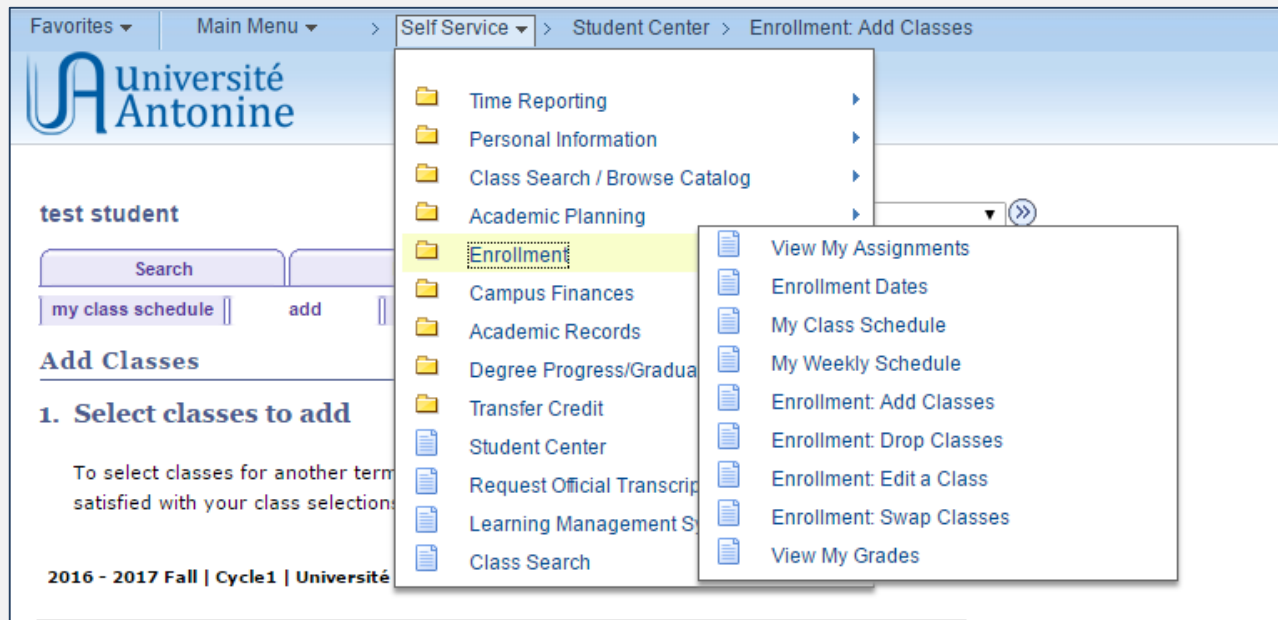
Instructor

Section	Component	Days & Times	Room	Instructor	Start/End Date
01	Lecture	Tu 11:30AM - 12:45PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016
		Tu 1:00PM - 2:15PM	Baabda-SalleCours-G.2.4	Pascal Azzam Elias	09/19/2016 - 12/23/2016

# Swap Classes: Step 2

**Step 2:** From the Main Menu, access the following link:

*Main menu > Self-Service > Enrollment > Enrollment: Swap Classes*



The screenshot shows the Université Antonine Student Center interface. The breadcrumb trail at the top reads: Favorites > Main Menu > Self Service > Student Center > Enrollment: Add Classes. The 'Self Service' dropdown menu is open, displaying a list of folders: Time Reporting, Personal Information, Class Search / Browse Catalog, Academic Planning, Enrollment (highlighted), Campus Finances, Academic Records, Degree Progress/Graduation, Transfer Credit, Student Center, Request Official Transcripts, Learning Management System, and Class Search. A secondary dropdown menu is open from the 'Enrollment' folder, listing various options: View My Assignments, Enrollment Dates, My Class Schedule, My Weekly Schedule, Enrollment: Add Classes, Enrollment: Drop Classes, Enrollment: Edit a Class, Enrollment: Swap Classes, and View My Grades. The 'Enrollment: Swap Classes' option is the target of the instruction.

# Swap Classes: Step 2

- Select a class from your schedule (List of Registered Courses)
- Select a class from Shopping Cart and click “Select”

### Swap a Class

1. Select a class to swap

Select the class you wish to swap then select the class you wish to replace it with.

2016 - 2017 Fall | Cycle1 | Université Antonine

**Swap This Class**

Select from your schedule

**With This Class**

Search for Class

----- OR -----

Select from Shopping Cart

----- OR -----

Enter Class Nbr

# Swap Classes: Step 2

Click “Finish Swapping”

### Swap a Class

1 2 3

#### 2. Confirm your selection

Click Finish Swapping to process your swap request. To exit without swapping these classes, click Cancel.

2016 - 2017 Fall | Cycle1 | Université Antonine

**You are replacing this class**

✓ Enrolled    ✕ Dropped    ▲ Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
<a href="#">ETH1 401-AC00-1 (1078)</a>	Ethique de la vie et de la soc (Lecture)	Tu 5:00PM - 6:15PM Tu 6:30PM - 7:45PM	Baabda-SalleCours-D.1.7 Baabda-SalleCours-D.1.7	J. Maalouf, P. Malek	3.00	✓

**With this class**

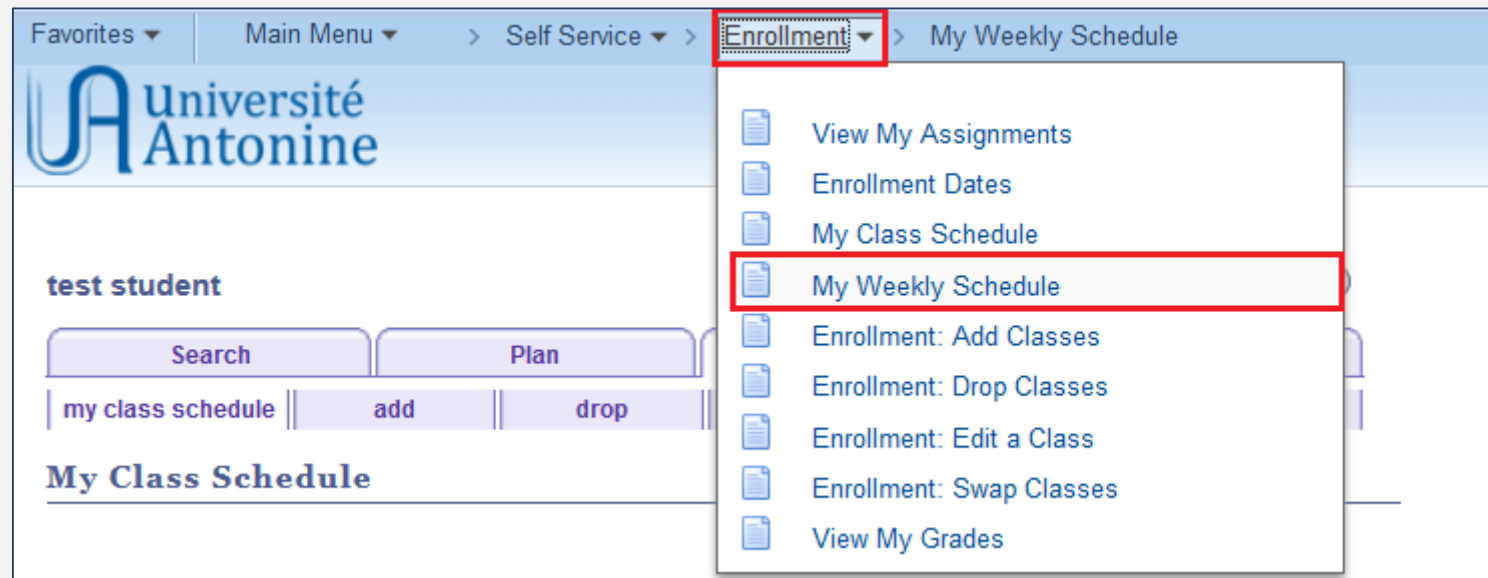
● Open    □ Closed    ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
<a href="#">ECON 103-FC10-02 (1470)</a>	Théorie Politique et Monétaire (Lecture)	Th 8:30AM - 9:45AM Th 10:00AM - 11:15AM	Baabda-SalleCours-G.2.17 Baabda-SalleCours-G.2.17		3.00	●

# View Schedule

From the Main Menu, access the following link:

*Main menu > Self-Service > Enrollment > My Weekly Schedule*



# View Schedule: Weekly Calendar View

You can change the  
Start Time and End  
Time of the calendar

**My Class Schedule**

Select Display Option  List View  **Weekly Calendar View**

<< previous week      Week of 9/19/2016 - 9/25/2016      next week >>

Show Week of 09/19/2016  Start Time 8:00AM End Time 6:00PM

Time	Monday Sep 19	Tuesday Sep 20	Wednesday Sep 21	Thursday Sep 22	Friday Sep 23	Saturday Sep 24	Sunday Sep 25
8:00AM	MATH 501-FC00 - A Lecture 8:30AM - 9:45AM Bloc A Zahlé SAL_A.3.8	COMM 102-FC00 - FS Lecture 8:30AM - 9:45AM Location: TBA			COMM 109-FP00 - 1 Practicum 8:30AM - 9:45AM Location: TBA		
9:00AM							
10:00AM					COMM 109-FP00 - 1 Practicum 10:00AM - 11:15AM Location: TBA		
11:00AM	MATH 501-FC00 - A Lecture 10:00AM - 11:15AM Bloc A Zahlé SAL_A.3.8	COMM 102-FC00 - FS Lecture 10:00AM - 11:15AM Location: TBA			COMM 109-FP00 - 1 Practicum 10:00AM - 11:15AM Location: TBA COMM 110-FP00 - 1 Practicum 11:30AM - 12:45PM Location: TBA		
12:00PM					COMM 110-FP00 - 1 Practicum 11:30AM - 12:45PM Location: TBA		
1:00PM					COMM 110-FP00 - 1 Practicum 1:00PM - 2:15PM Location: TBA		
2:00PM							
3:00PM							

# View Grades

From the Main Menu, access the following link:

*Main menu > Self-Service > Enrollment > View My Grades*

The screenshot displays the Université Antonine student portal interface. At the top, a navigation bar includes 'Favorites', 'Main Menu', 'Self Service', and 'Enrollment' (highlighted with a red box), followed by 'View My Grades'. The Université Antonine logo is visible on the left. Below the logo, the user is identified as 'test student'. There are buttons for 'Search' and 'Plan', and a section for 'my class schedule' with 'add' and 'drop' buttons. The 'View My Grades' link is highlighted in the main content area. A dropdown menu is open under 'Enrollment', listing various options: 'View My Assignments', 'Enrollment Dates', 'My Class Schedule', 'My Weekly Schedule', 'Enrollment: Add Classes', 'Enrollment: Drop Classes', 'Enrollment: Edit a Class', 'Enrollment: Swap Classes', and 'View My Grades' (highlighted with a red box). The footer shows '2016 - 2017 Fall | Université Antonine'.

# View Grades

Search Plan Enroll My Academics

my class schedule add drop swap edit term information

## View My Grades

2016 - 2017 Fall | Université Antonine

▼ Class Grades - 2016 - 2017 Fall

**Official Grades**

Class	Description	Units	Grading	Grade	Grade Points
<a href="#">ACCT 101-EC00</a>	Principles of Accounting 1	3.00	Graded grade Basis		
<a href="#">ENGB 102-EC10</a>	Academic English B1.2	3.00	Graded grade Basis	P	

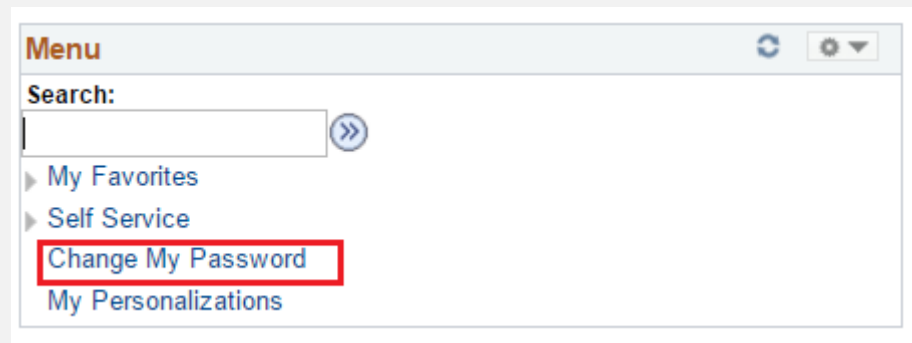


# Change Password

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From the Main Menu, access the following link:

*Main menu > Change My Password*



# View Holds

- A hold may be imposed on your student account if you are financially indebted to the University (e.g., for unpaid tuition, fees...)
- From the Main Menu, access the following link:  
*Main Menu > Self-Service > Student Center: **Holds***

The screenshot displays the 'Academics' section of a student portal. On the left, there are navigation links for 'Search', 'Plan', 'Enroll', and 'My Academics', along with a search box containing 'other academic...' and a double arrow icon. The main content area features a '2016 - 2017 Fall Schedule' table with columns for 'Class' and 'Schedule'. A single class entry is visible: 'ACCT 101-EC00-A LEC (1138)' with a schedule of 'Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4' and 'Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4'. Above the table are icons for 'Deadlines', 'URL', and 'Gradebook'. On the right side, there is a 'SEARCH FOR CLASSES' button, a 'Holds' section showing 'No Holds.', and an 'Enrollment Dates' section with a link to 'Open Enrollment Dates'.

Class	Schedule
ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4

# View My Advisor

From the Main Menu, access the following link:

*Main Menu > Self-Service > Student Center: **Advisor***

**Academics**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)

other academic... ▾ >>

Deadlines URL Gradebook

2016 - 2017 Fall Schedule	
Class	Schedule
ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4
ENGB 102-EC10-2 LEC (1047)	Mo 11:30AM - 12:45PM Room: TBA Mo 1:00PM - 2:15PM Room: TBA

weekly schedule ▶

SEARCH FOR CLASSES

**Holds**  
No Holds.

**Enrollment Dates**  
[Open Enrollment Dates](#)

**Advisor**  
**Program Advisor**  
Georges Nehmeh Noel

# View Enrollment Dates

From the Main Menu, access the following link:

*Main Menu > Self-Service > Student Center: Enrollment Dates*

The screenshot displays the 'Academics' section of a student portal. On the left, there are navigation links: 'Search', 'Plan', 'Enroll', and 'My Academics'. Below these is a search box containing 'other academic...' and a right-pointing arrow. The main content area features a '2016 - 2017 Fall Schedule' table with two rows of class information. To the right of the table are three utility buttons: 'Deadlines', 'URL', and 'Gradebook'. Further right is a 'SEARCH FOR CLASSES' button. Below that are three panels: 'Holds' (No Holds), 'Enrollment Dates' (with a red border around the 'Open Enrollment Dates' link), and 'Advisor' (Program Advisor: Georges Nehmeh Noel). A 'weekly schedule' link is located at the bottom right of the table area.

	Class	Schedule
	ACCT 101-EC00-A LEC (1138)	Tu 3:30AM - 4:45AM Salle de cours (G3) A.2.4 Tu 5:00PM - 6:15PM Salle de cours (G3) A.2.4
	ENGB 102-EC10-2 LEC (1047)	Mo 11:30AM - 12:45PM Room: TBA Mo 1:00PM - 2:15PM Room: TBA

[weekly schedule ▶](#)

# View Enrollment Dates

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

## Enrollment Dates

To view appointments and enrollment dates for another term, select the term and click Change.

**2016 - 2017 Fall | Cycle1 | Université Antonine**

Open Enrollment Dates by Session		
Session	Begins On	Last Date to Enroll
Regular Academic Session	August 1, 2016	September 23, 2016

Term Enrollment Limits			
Max Total Units	Max No GPA Units	Max Audit Units	Max Wait List Units
21.00			

[ADD CLASSES](#)

# View My University email

To access your university email:

From the Main Menu, access the following link: *Main menu > Self-Service > Student center*

The screenshot shows the 'Student Center' page of the Université Antonine portal. The breadcrumb trail at the top reads: Favorites > Main Menu > Self Service > Student Center. The page features several sections:

- Finances:** Includes 'My Account' with links for 'Account Inquiry' and 'Payment Profile'; 'Financial Aid' with links for 'View Financial Aid', 'Accept/Decline Awards', and 'Report Other Financial Aid'; and an 'Account Summary' box stating 'You owe 550.00' (Due Now: 550.00, Future Due: 0.00) and a note about a past due balance.
- Enrollment Dates:** Contains an 'Enrollment Appointment' section for the 2016-2017 Fall Regular Academic Session starting on September 5, 2016.
- Advisor:** Shows 'Program Advisor' as 'None Assigned'.
- University Links:** Lists 'Ecourses' and 'Mail' (highlighted with a red box).
- Search Engines:** Lists 'Yahoo' and 'Google'.
- Other Links:** Lists 'Amazon'.
- Personal Information:** Contains 'Demographic Data' and 'Contact Information' sections. The 'Contact Information' section shows 'Permanent Address' and 'Billing Address' as 'None', 'Primary Phone' as 'None', and 'Campus E-mail' as 'test@uantonine.net' (highlighted with a red box).

# Support

For more information, kindly contact your campus or academic unit:

Academic Unit	Tel Number	Extension
Université Antonine – Campus of Hadat-Baabda	05-92 70 00	
Université Antonine – Campus of Zahlé	08- 90 20 20/30/40	
Université Antonine – Campus of Mejdlaya	06-66 91 01/02	
Faculty of Engineering and Telecommunications	05-92 70 00	2112
Faculty of Business Administration	05-92 70 00	2202
Faculty of Information and Communications	05-92 70 00	2401
Faculty of Theological Science and Pastoral Studies	05-92 70 00	2701
Faculty of Sports Science	05-92 70 00	2501
Faculty of Music and Musicology	05-92 70 00	2051
Department of Dental Laboratory Technology	05-92 70 00	2331
Department Nursing Science	05-92 70 00	2311
Department of Physical Therapy	05-92 70 00	2321

# Support

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## IT Department

- Phone Number: 05-92 70 00 ext. 1399
- Email: [ithelpdesk@ua.edu.lb](mailto:ithelpdesk@ua.edu.lb)