



Academic Calendar and Timetable for Registration of MSc

(Enrollment of 2019 and before) and PhD (Enrollment of 2019 and before) students

Academic Calendar - Spring Semester 2019-2020

Online Course Registration (MSc & PhD)	Mon. 03.02.2020 - Tue. 04.02.2020
First day of the class	Sat. 08.02.2020
Late course registration & amendment	Sat. 15.02.2020 - Tue. 18.02.2020
(Single) Course withdrawal	Sat. 23.05.2020 – Sun. 31.05.2020
Semester withdrawal deadline	Wed. 27.05.2020
Last day of classes	Fri. 12.06.2020
Final exams	Sun. 14.06.2020 – Mon. 29.06.2020
Score submission deadline by instructors	Tue. 14.07.2020
Score submission deadline for projects	Mon. 31.08.2020

- Registration will be processed for a limited number of students in each time period mentioned.
- For information on the time of registration, students can connect to the academic EDU system from Wednesday 22/01/2020.
- **PhD** students can register during all registration days without any time limitation.

Time period for Registration of MSc and PhD students

Spring Semester 2019-2020

	9 am – 13 pm	13 pm – 8 am (next day)
Monday 03/02/2020	MSc students of 2018 enrollment and before	For all students who are able to register
Tuesday 04/02/2020	Only MSc students of 2019 enrollment	For all students who are able to register

Academic Department

Jan. 16th, 2020



Registration of MSc (Enrollment of 2019 and before) and PhD (Enrollment of 2019 and before) students

Students of all academic levels have time until **Sunday, 26th Jan, 2020** to select their academic courses in accordance with the advice of the head of group.

1. It is important that before beginning of the registration process, to log onto <https://edu.sharif.edu/>
 - In order to log onto the Online portal, user ID, Student No, Password and National ID is required.
 - It is important to provide your Email ID on the system in order to receive all the required information.
2. For all important academic information, it is required to check the notice boards regularly or visit the university website.
3. Your academic courses must be chosen in accordance with advice of the head of group and the permitted credits mentioned below (**extra credits will be deleted automatically**)
4. During the time of registration, log onto <https://edu.sharif.edu/>
5. For registration, you must select “registration and amendment” from the menu and then click on “student registration and amendment”
6. Your selected courses need to be included with the code of courses and Group No.
 - For those courses for which the availability is known, a waiting list with (only 20% availability) is formed. If the student has withdrawn from one of the registered courses, the student will be taken as the first person to be registered in the waiting list which will be informed via the system. Any course that has been selected to register from the waiting list will be calculated as your total registered units.
 - Some of the academic regulations are verified by the system and in case of delinquency, a warning will be issued against the selected course to the professor/instructor. Hence the student is responsible to follow and obey the academic regulations.
 - In the view tab, the list of selected courses is considered as the final registered list (except the waiting list) which is not required for any confirmation.

Important

According to the University Board of Education, the number of times the course group could be deleted or amended during the registration period is limited to a maximum of 12 times. It is advisable to be careful while selecting the courses so that you can adjust your syllabus according to restrictions mentioned above. Also, the number of times the course group could be deleted or amended was limited to a maximum of 4 times.

- Note that the selected courses do not contain any warning message. If the course contains a warning message, please provide a proper explanation under the tab “REQUEST” to the academic professor. The explanation given by the professor is accessible and can be viewed by the students. Failure to provide proper explanation will lead to deletion of the course by the university. This change is reflected in the registration program of the student and an electronic email will be sent to the registered email ID via the system. **It is the student’s responsibility to follow up the status of their course registration.**
7. For any issues, please contact the **Academic department** of the university. In case of “illegitimate” message, please pay attention to the warning message on the system and in the event of a defect, documents need to be provided to the admission office.
 8. Please note that the registration and amendment is the student’s responsibility and no other being is responsible for any problems during it.
 9. **Students can log onto <https://edu.sharif.edu/> to get more information on the courses registered (especially if the selected course is on the waiting list)**