



## ACADEMIC NOTICE

### Registration for Spring semester – Academic year 2019-2020

Dear Students, in order to register in the spring semester 2019-2020 through the Online portal of **EDU system**, it is required to pay attention to the following items;

1. Any **incomplete file, financial issues or educational problem** will cause the student to be disqualified in the EDU system hence it is recommended that you check your account for not being **blocked** in the **EDU system** before you begin your registration.
2. In order to register for the Spring semester 2019-2020, students can visit ([payment.kish.ac.ir](http://payment.kish.ac.ir)) on the SUTIC official site ([kish.ac.ir](http://kish.ac.ir)) from **Saturday 18<sup>th</sup> January, 2020 to Friday 24<sup>th</sup> January, 2020**
3. After the payment of the fee, the student is automatically allowed to register and select their course units within **maximum 3 hours** through (<http://edu.sharif.edu>)

**Important notice 1:** Registration on the Online EDU system for Undergraduate programs will start on **Sunday 26<sup>th</sup> January, 2020** and for Post Graduate programs it will start on **Monday 3<sup>rd</sup> February, 2020**

According to the registration schedule announced by Sharif University of Technology, students will be informed on the registration timeline through [https://t.me/kish\\_sharif\\_amoozesh](https://t.me/kish_sharif_amoozesh)

Since your registration might be on the first day of enrollment, it is recommended that you check your account on ([payment.kish.ac.ir](http://payment.kish.ac.ir)) on the official site ([kish.ac.ir](http://kish.ac.ir)) for not being **blocked in the EDU system** before you begin your registration.

4. **The offered courses** of students in each educational group including (Course name, Course number, Professor name, Weekly class schedule) can be found in [the EDU online portal](#) through <registration and adjustment> <list of courses offered by departments in current term>, and students with knowledge of the courses provided in the Spring semester 2019-2020 must enter their selected courses during the registration day in [the EDU online portal](#).
5. **It is not possible** to provide **educational services** to students who have failed to register according to the scheduled timeline through [the EDU online portal](#).
6. If for any reason you cannot log into the Online Portal of **EDU system**, you must contact the Education office **before you begin your registration**.

**During the registration days, the change of your password in the Online portal of EDU system is not possible.**

7. Registration on the Online EDU system is possible only during the scheduled timeframe announced by Sharif University. The timeframe can also be found through the official telegram channel [https://t.me/kish\\_sharif\\_amoozesh](https://t.me/kish_sharif_amoozesh).
8. **Important Notice 2:** Students are only allowed to select the courses in their own selected field of study on the **EDU system** (exceptions will be announced through [https://t.me/kish\\_sharif\\_amoozesh](https://t.me/kish_sharif_amoozesh) to the students). Choosing a course without the permission of the Educational Head of Group will be immediately deleted by the Education office and the consequences of not complying with the educational regulations will be the student's responsibility and the academic department will act according to the university regulations.

**Academic Department of Sharif University of Technology, International Campus, KISH**

**23/12/2019**