

# Adding Dropping :: Fall 2021-22

## Department of Computer Science

### Online Adding Dropping Procedure

1. Section change is **NOT ALLOWED**.
2. All ADD/DROP procedure can be completed online.
3. Login into the VUES account ⇒ Click ADD/DROP button ⇒ Select the courses to ADD/DROP  
⇒ Click CONFIRM button.
4. As per Dropping Policy.
5. Minimum load must be maintained after adding dropping procedure.
6. Adding/Dropping is **NOT ALLOWED** for Probation Students.
7. **ONLY** for exceptional cases (e.g., can't find courses, sections are full etc.) use the **Adding Dropping Request Form** from the following link:  
<https://forms.office.com/r/7pZpVAXWyk>
8. If your request is not processed by September 19, 2021 06:00PM, you can mail the faculty members as per the list below with mail subject "**Adding Dropping Request : XX-XXXXX-X**" where XX-XXXXX-X is your AIUB ID.

Student ID	Advisor Name and Email
All up to 18-XXXXX-1	Mr. Mohaimen-Bin-Noor <a href="mailto:mohaimen.niloy@aiub.edu">mohaimen.niloy@aiub.edu</a>
18-XXXXX-2 to 18-XXXXX-3	Ms. Wardah Saleh <a href="mailto:wardah@aiub.edu">wardah@aiub.edu</a>
19-XXXXX-1 to 19-XXXXX-3	Mr. Aneem Al Ahsan Rupai <a href="mailto:aneem@aiub.edu">aneem@aiub.edu</a>
20-XXXXX-1	Ms. Shahrin Chowdhury <a href="mailto:shahrin@aiub.edu">shahrin@aiub.edu</a>
20-XXXXX-2 to 20-XXXXX-3	Ms. Fahmida Alam <a href="mailto:fahmida@aiub.edu">fahmida@aiub.edu</a>
21-XXXXX-1 to 21-XXXXX-2	Mr. Md. Kishor Morol <a href="mailto:kishor@aiub.edu">kishor@aiub.edu</a>

Best Regards,  
Department of Computer Science, FST  
American International University-Bangladesh