

18th Convocation Ceremony

How to Apply for the 18th Convocation

1

LOG IN TO YOUR STUDENT ACCOUNT

2

CHOOSE APPLICATION AND THEN OPEN NEW

The first screenshot shows the AIUB Student Portal login page. It features the university's logo, the name 'AMERICAN INTERNATIONAL UNIVERSITY-BANGLADESH', and the tagline '— where leaders are created.' Below this, it prompts the user to 'Sign in with your organizational id number.' There are input fields for 'ID (xx-xxxx-x)' and 'Password', followed by a 'Log In' button. A link for 'Can't access your account?' is at the bottom.

The second screenshot shows the 'AIUB PORTAL' dashboard. On the left, a sidebar menu has 'Applications' highlighted with a red box. An arrow points from this menu to a third screenshot on the right, which shows a 'Class S...' page with a '+ New' button highlighted in a red box.

3

SELECT CONVOCATION APPLICATION

4

FILL UP THE FORM AND SUBMIT

The first screenshot is the 'Select Application' page. It has four main sections: 'Convocation Application' (with an 'Apply' button highlighted in a red box), 'Convocation Attendance', 'Major Change', and 'Curriculum Change'. Each section has a brief description and an 'Apply' button.

The second screenshot is the '18th Convocation Request Form'. It contains a message at the top about account balance. Below, it has fields for 'Student ID' (16-99668-3), 'Applying For' (Convocation), 'Name (As SSC)' (Certificate Name as SSC), and 'Program' (Master of Business Administration). The form title '18th Convocation Request Form' is highlighted in a red box.

NOTE:

PLEASE MAKE YOUR PAYMENT ON OR BEFORE SEPTEMBER 14, 2017, OTHERWISE YOUR APPLICATION WILL BE AUTOMATICALLY CANCELLED.