



- 1. All ADD/DROP procedure can be completed online.
- 2. Login into the VUES account → Click ADD/DROP button → Select the courses to ADD/DROP → Click CONFIRM button.
- 3. For difficulties, contact your respective department (<u>https://www.aiub.edu/contact)</u>
- 4. As per dropping policy.
- 5. Minimum load should be maintained even after dropping (as per following table):

Program	Minimum Number of credits	
	Regular Load	Load for Discount/Scholarship
Undergraduate	12	14-15
Graduate	12	12
EMBA	4 Courses	4 Courses

- 6. Adding / Dropping is not allowed for <u>PROBATION STUDENTS</u>.
- 7. Those who haven't confirmed their final registration, will be cancelled automatically by 11:59 pm October 14, 2020.