

Student Services Guide



You can access Student Services through the University's website https://www.seu.edu.sa

And log in from the home page

Services List



Student Information:



1 Academic Status:

This service presents the student's academic status in the semester, whether (regular, postponement, excused, withdrawal, dismissal).



2 Identification certificate

This service enables students to print their own identification certificate with the academic schedule stamped by the Deanship of Graduate Studies.

نوع الإفادة	#
إفادة بالساعات الدراسية المجتازة	1
إفادة عدم استحقاق مزايا مالية	2
إفادة الرسوم الدراسية	3
إهادة تخرج	4
إغادة التقرير الطحي	5
إفادة إخلاء الطرف	6
إفادة تعريف	7
إغادة الجدول الحراسي	8
إفادة الفترة الدراسية	9
إفادة الدراسة باللغة الإنجليزية	10

3 Academic record

This service enables students to view and print their academic record.



4 University card request.

This service enables students to request a university card.

Click on Add request



Fill in the required information and click on Save

5 Uploading excuses for lecture absence

This service enables students absent from lectures (face-to-face or virtual) to upload an excuse to the college.



Fill in the required information and click on Save

Print Certificates



1 Exam attendance certificate

This service aims to enable the student to print a multi-option certificate to be used when entering an exam or present it as reference for the student employee to get a study leave.



2 Proof of exam attendance certificate

This service was created to support employed students to print proof of attending the exam. This system relies on the student attendance system that is managed electronically by the colleges and faculty members.



3 Final exam result appeal

This service allows students to object to the final exam result, and they are required to pay a fee of 500 SAR for each appeal.

Click on Add request



4 Upload excuses for missing the exam

This service allows students absent from midterm or final exam to upload an excuse to the college.

Click on Add request



Academic Requests:



1 Withdrawal request

This service aims to close the student's academic record.

Click on Add request



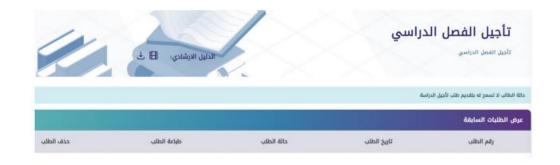
Fill in the required information and click on Save

ثم قم بتعبئة البيانات المطلوبة ثم اضغط على حفظ
طلب الانسحاب من الجامعة
الفرع
إختر اقرب فرع
دقم الهاتف
البريد الإلكتروني

2 Study postponement

This service allows you to postpone a semester and is available before course registration.

Click on Add request



3 Delete courses (drop a full semester)

Not applicable for the First Common Year Students

This service enables the student to stop studying for a specific period of time after registering the courses and calculating the tuition fees.



4 Deleting course request

Receive requests for withdrawal from a single course after completing the registration period and deleting courses from Banner.

Click on Add request



Kindly read the conditions and fill in the required information, then click on Save

5 Branch Transfer

This service allows students to transfer to another branch of the university permanently and is available only once.

Click on Add request



Fill in the required information and click on Save

6 Change Major

This service allows students to change majors within the university according to the terms of and regulations for graduate studies programs.

Click on Add request



Fill in the required information and click on Save



Good Luck











