

Module Registration Tip sheet

- 1) Please right click on the below link and select 'Open in a new window', type your **User ID** and **Password** and then **Login**. (Kindly contact IT Services to reset your password).

<https://aims.buid.ac.ae/apps/ASPXFiles/Home.aspx>

https://aims.buid.ac.ae/apps/ASPXFiles/Home.aspx

User ID:

Password:

[Change Password](#)

[Request for User ID / Forgot Password](#)

- 2) Once you login kindly select **Registration** under **Student Registration**.

https://aims.buid.ac.ae/apps/ASPXFiles/ARMSHome.aspx

Academic Records Management System

Student Registration
Registration
Scheduling Report
Scheduling Criteria

Examination Information

Alerts
Evaluations

LogOut

- 3) In order to register for a new module click **Add/Drop Courses** from your registration screen as per below

Registration

الجامعة البريطانية في دبي The British University in Dubai

Student

Student Id: 2015116014 Student Name: Test Buid

Prog. Type: CPD Prog. Code: CPDHRM Prog. Name: CPD Human Resource IV

Full/Part Time: Full-time Semester: September 15 Streams: --

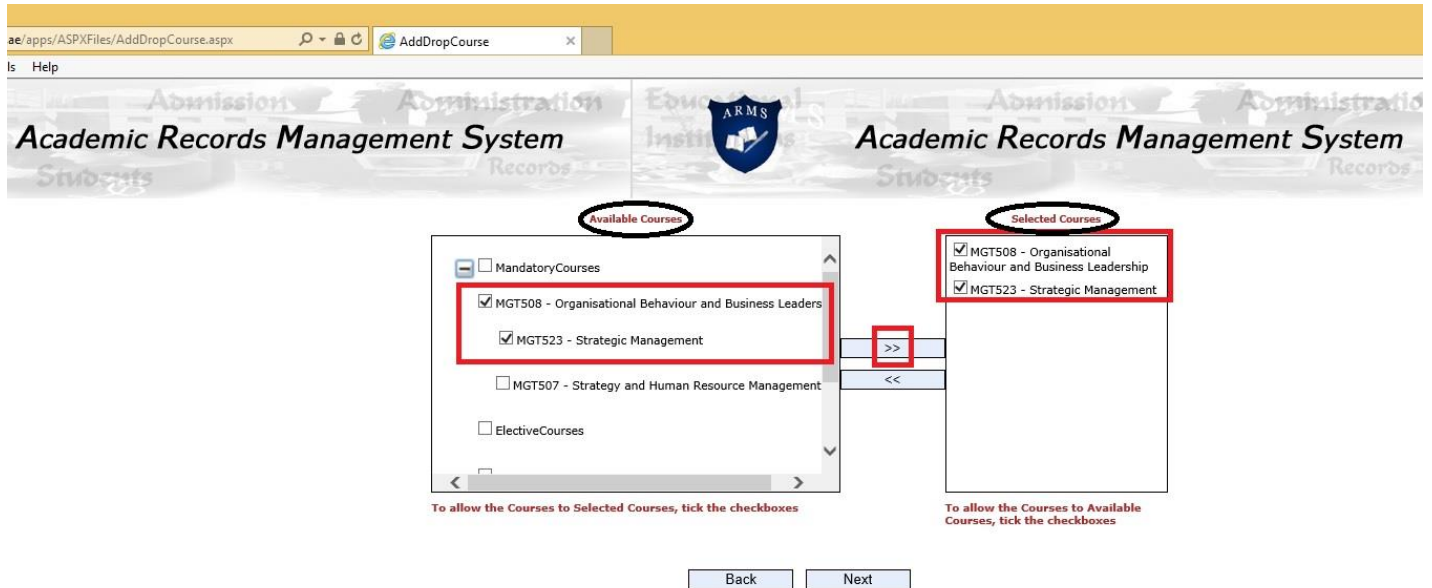
Sem Start Date: 8/26/2014 Sem End Date: 12/31/2015

Module Code	Group Code	Lecturer Name	Registration Date	Ren
MGT508	MGT508A	Abubakr Suliman	8/11/2015 12:00:00 AM	
MGT523	MGT523A	tamer elewa	8/3/2015 12:00:00 AM	

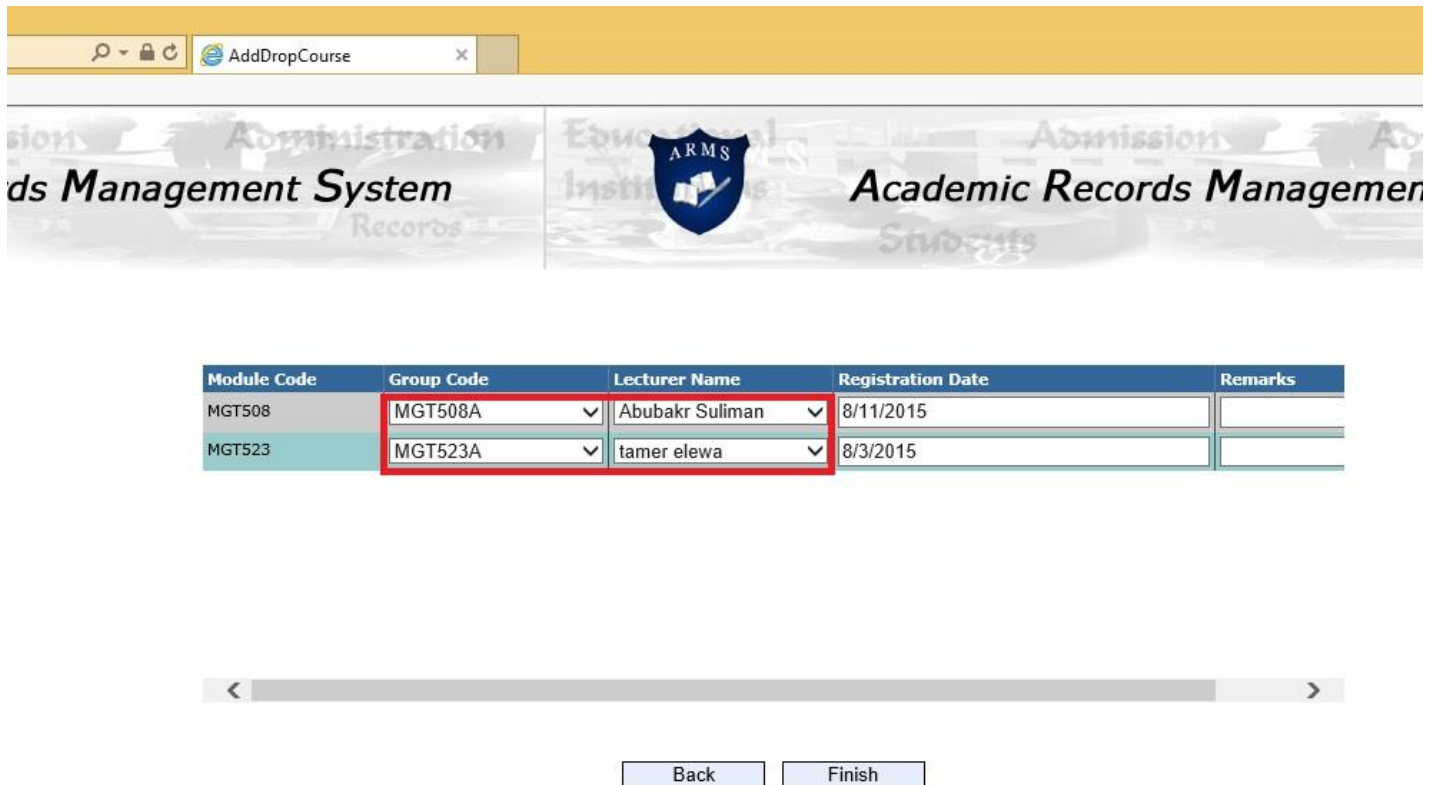
Remarks:

Module Registration Tip sheet

4) In order to **Select/Add** a module you need to tick the boxes of your required module on the left from **Available Courses**, then click the arrow in the middle pointing right(>>) so that it comes under **Selected Courses**. To **Unselect/Drop** a course you need to select the module from the **Selected Courses** box and click the (<<) to drop it back to the **Available Courses** box. Then Click **Next**.



5) Kindly select the **Group Code** and **Lecturer Name** from the drop down for the modules you have registered for and click **Finish**.



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6) You will now reach your registration screen. Please click **Save Registration**.

Registration

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Remarks

Cancel **Save Registration** Add / Drop Courses Student Wise Report

7) You will receive an email from the Admissions team with the details of the modules you have registered for to your personal email account which you have registered with BUID.

Registration Confirmation Notice - Message (HTML)

Sun 8/16/2015 11:23 AM

admissions@buid.ac.ae

Registration Confirmation Notice

To: itservices@buid.ac.ae

Hello Mr Test Buid,

Plan of Study for your Program - **CPD Human Resource Management(--)** for the registered Sem esters is as follows:

September 15	Strategy and Human Resource Management, Organisational Behaviour and Business Leadership, Strategic Management,
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No Time table has been defined for the current registered Semester **September 15 (Start Date - 8/26/2014, End Date - 12/31/2015)**.

Regards
British University in Dubai

The steps provided above are subject to change. You will be informed about any such changes.