



OFFICE OF THE REGISTRAR

January 18, 2024

Dear AUB Students,

We are writing to remind you that tomorrow, Friday, January 19, 2024, the Drop and Add period will open for all current and new students for spring 2023-24. It will close on January 26, 2024 at 4:50 p.m. EEST

Please note that registering for courses for any purpose other than your own program completion is a violation of the student code of conduct and will be referred for disciplinary action.

When you register, you **must not have more than one registration session open**, or your session will crash. Your Change of Schedule (drop and add) time tickets are generated as per the [2023-24 University Calendar](#). Additional details are found in the [Spring 2023-24 Registration Guide](#). You can access the registration system by clicking [here](#).

You may report any discrepancy in your time tickets to the [Registration Team](#), and you may click here to access the system.

Undergraduate students must be registered for a minimum of twelve (12) credits during the fall term. If you are a current student who failed to register during the registration period between November 20 and December 8, 2023, please send an email to the [Registration Team](#).

Finally, kindly remember to include your AUB ID # in all your inquiries for prompt assistance.

We extend our best wishes for a successful Spring Semester.

Kind regards,

Office of the Registrar