



AMERICAN  
UNIVERSITY  
OF BEIRUT

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## OFFICE OF THE REGISTRAR

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January 16, 2025

Dear AUB Students,

We are writing to remind you that tomorrow, Friday, January 17, 2025, the spring 2024-25 Change of Schedule (drop and add) will open for all current and new students. It will close on January 29, 2025 at 4:50 p.m. EEST, and is not open on weekends when support for any issues that may arise is unavailable.

**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 [2024-25 University Calendar](#). Additional details are found in the [Spring 2024-25 Registration Guide](#). You can access the registration system by clicking [here](#).

You may report any discrepancy in your time tickets to the [Registration Team](#).

Undergraduate students must be registered for a minimum of twelve (12) credits during the spring term.

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

We extend our best wishes for a successful spring term.

Kind regards,

Office of the Registrar