

## **Instructions for Online Admission Exam**

Before reserving an admission test session, please make sure you fulfill the following steps:

**1.** Login with your UserCode number and password

**2.** Documents upload:

You will be asked to upload the underneath documents as requested:

- Applicant's national ID (two sides) – *applicants who do not have a valid national ID or passport can upload any valid ID with recent photo (example: school ID...)*
- Legal guardian's ID (two sides)
- Applicant's birth certificate

Please note that not uploading the correct required documents may result in cancellation of your results.

**3.** Financial Payment:

Online Payment of the Admission Test fees non-refundable + Convenience/Administrative fees added for using Online Credit/Debit card payment method.

**4.** After uploading requested documents and paying the Admission test fees, you will be able to reserve an admission test session.

**5.** The admission test consists of two main parts:

- Reasoning Test (15 minutes)
- English Test (15 minutes)

Please make sure you sit for both parts to count your admission test as completed

Please login each part separately (not at the same time).

Wishing you best of luck

Admission office