



جامعة الإمارات العربية المتحدة
United Arab Emirates University

UAEU

Financial Aid System Documentation - eService

خطوات التقديم لنظام المساعدات عبر ال E-service

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

The screenshot shows the UAEU website with the following elements:

- Header:** UAEU logo, navigation links (HOME, LOCATION, SIGN IN, CONTACT US), and a search bar.
- Menu:** ABOUT UAEU | ACADEMICS | ADMISSIONS | RESEARCH | LIBRARIES | CONTINUING EDUCATION | EMPLOYMENT.
- Sub-menu:** Future Students | Current Students | Faculty & Staff | Alumni | Community.
- Sign In Section:**
 - Sign In:** On this page are links to internal facing UAEU sites for students, faculty and staff who are already members of the UAEU Community.
 - myUAEU Portal:** <http://my.uaeu.ac.ae>. Your UAEU community web portal for groups, calendars, timetables, and single sign on to Webmail, Blackboard and more.
 - Webmail:** <http://webmail.uaeu.ac.ae>. The UAEU Microsoft Outlook Webmail login page, otherwise known as "OWA" - Outlook Web Access.
 - Blackboard Learning:** <http://elearning.uaeu.ac.ae>. Blackboard - UAEU Online Education system, for students and faculty members.
 - UTIS Online Support Services**

A red arrow points to the **myUAEU Portal** link.

1

Login to the portal"

<http://my.uaeu.ac.ae>
With your email and password.

يرجى الدخول إلى
الموقع :

<http://my.uaeu.ac.ae>
**وادخال الرقم الجامعي
وكلمة المرور.**

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

UAEU My UAEU ▶ Home

جامعة الإمارات العربية المتحدة
United Arab Emirates University

MY UAEU COLLEGES ▾ DEPARTMENTS ▾ RESEARCH ▾ UITS ▾

2 Click on <E-Service> اضغط على <E-Service>

APPS

Apps Student

Webmail eServices My Support BlackBoard

LATEST TWEETS

جامعة الإمارات @UAEU_NEWS

The College of Business and Economic students who worked as ambassadors add/drop period

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information Student

Search

Main Menu

Welcome, Hind Y. Ali Sulieman, to the Self Service Banner! Last web access on Jun 26, 2013 at 02:36 pm

Personal Information

View addresses and phone numbers, emergency contact information, directory profile, and available surveys.

Student and Financial Aid

Apply for Admission, Register, View your academic records and Financial Aid

RELEASE: 8.5

3 Click on <Student and Financial Aid> اضغط على

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information Student

Search Go

Student and Financial Aid

Registration

Check your registration status, class schedule and add or drop classes

Student Records

View your holds, grades, transcripts and account summary

Student Account

Student E-Payment

Part Time Student Payment

Part Time Work Sheet Entry

Al-Ain Gate Permit Entry Request

Alain Gate Permit Entry Request

Student College Transfer

Student Financial Aid Request

Apply for Financial Aid and View

Student Health Insurance

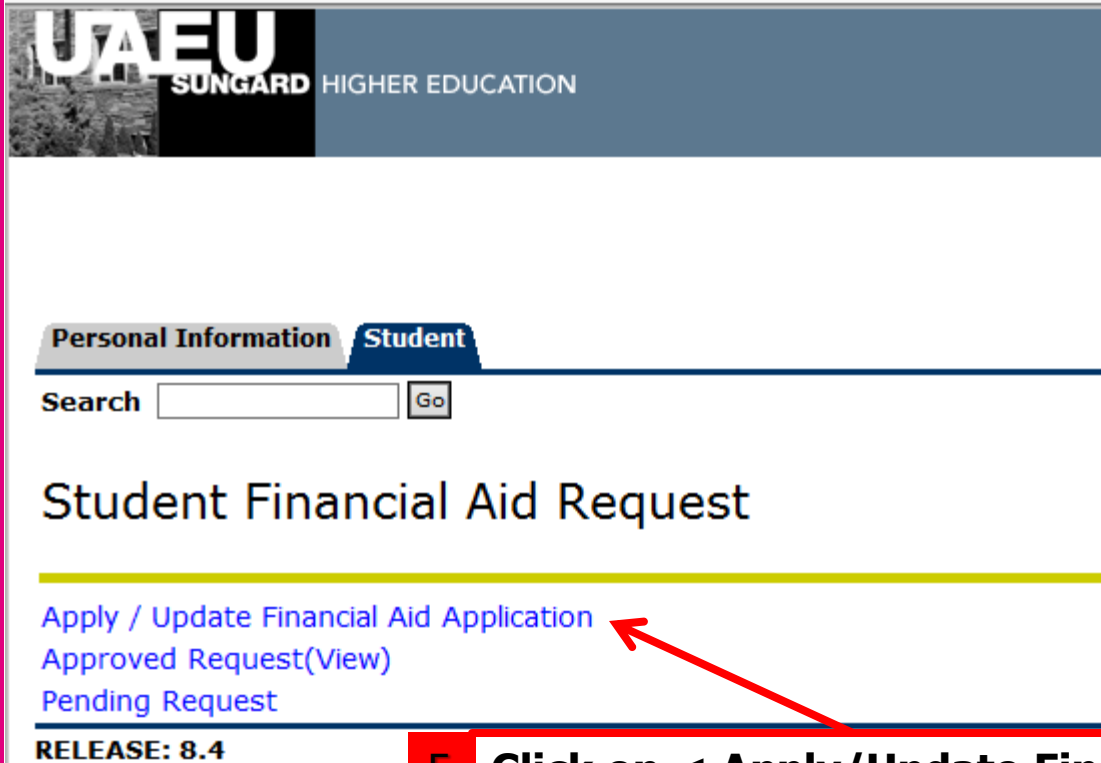
4

Click on <Student Financial Aid Request> اضغط على

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU



UAEU
SUNGARD HIGHER EDUCATION

Personal Information Student

Search Go

Student Financial Aid Request

[Apply / Update Financial Aid Application](#)
[Approved Request\(View\)](#)
[Pending Request](#)

RELEASE: 8.4

5

اضغط على < Apply/Update Financial Aid Application >

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information **Student**

Search

Student Financial Aid

Welcome **Ali Mohammed Ali Khassib Al Kaabi** to the Financial Aid Application Form .

Conditions :

- Your request approval will be based on certain eligibility criteria.
- Eligibility criteria include but not limited to GPA, Student regular income and Family monthly average income.
- The Financial Aid officer will review your application and contact you.

Please answer the below question to proceed.

Do you have a regular income of your own ?

☐ Yes ☐ No

6 Answer the question, then proceed by clicking "Next".

يرجى الإجابة على السؤال بنعم أو لا :
هل لديك دخل منتظم خاص بك، ثم اضغط على "Next".

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information Student

Search

Financial Aid Application

Student Information :

College	Nationality	Hostel
Information Technology	United Arab Emirates	N/A

Requested Services :

First Service	Second Service	Third Service
Select----	Select----	Select----

7

Choose the services that you wish to apply for, then click "Next".

RELEASE: 8.4

اختر الخدمات التي ترغب في التقديم عليها ثم اضغط على "Next".

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information **Student**

Search

Financial Aid Application

Parent/Guardian Name : *

Relation : *

Number of family member : *

Family member should not be more than 25 years old

8 Fill the required information then click "Next"
أدخل المعلومات المطلوبة ثم ضغط على «Next» .

RELEASE: 8.4

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information Student

Search Go

Financial Aid Application

Family Income per month : *

Any other income from any other source : ☐ Social Affair

☐ Licenses

Outstanding Loan :

Monthly Loan installments :

What kind of house do you live in : ☐ Owned ☐ Rented ☐ Other

Back Next

9 Fill the required information then click "Next".
أدخل المعلومات المطلوبة ثم ضغط على "Next".

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information Student

Search Go

Financial Aid Application

10 Upload the required documents at the right location.
يرجى إرفاق الوثائق المطلوبة في مكانها الصحيح .

Your application will not be approved without the required documents . Only file types of pdf, jpeg or jpg are accepted.

Required Documents :

Document Name (.pdf, .jpeg or .jpg only)

Copy of the applicant's UAEU ID
Copy of the applicant's Emirates ID
Copy of the Family Book (for National students)
Copies of passports of family members included in the 'Number of family members' field
Guardian's recent (not more than 6 months) salary certificate/ retirement pension or mother's alimony (If applicable)
Copy of the employment contract approved by the employer (for private sector employees)
Recent Certificate from the Ministry of Social Affairs (if applicable)
Father's Death Certificate (if applicable)
Guardian's Unemployment Certificate (If unemployed) issued by a Sharia court
A School/College Attendance Certificate for all brothers
Applicant's bank account details including bank name, account number and IBAN.

Document

	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...
	Browse...

☐ I hereby certify that all the information and documents which I have submitted are true and accurate.

Back Submit

Check the box to certify that the information and documents are accurate, Then click "submit".
ضع علامة في المربع للمصادقة على أن المعلومات و المستندات المرفقة صحيحة ثم اضغط على "Submit".

RELEASE: 8 11

خطوات التقديم لنظام المساعدات

Steps to apply for aid system

UAEU

Personal Information **Student**

Search

Financial Aid Application

Thank you for using the Financial Aid Application .Financial Aid department will contact you ASAP.

RELEASE: 8.4

You will receive a confirmation message.

سوف تتلقى رسالة تأكيد وسوف يقوم قسم صندوق رعاية الطلبة بالتواصل معك قريباً بخصوص طلبك.

Personal Information

Student

Search

Go

Student Financial Aid Request

[Apply / Update Financial Aid Application](#)

[Approved Request\(View\)](#)

[Pending Request](#)

RELEASE: 8.4

Click here, If you want to check your approval request.
اضغط هنا، للتحقق من الموافقة على طلبك.

Request Status/ حالة الطلب

UAEU

The page is showing the status of the request is approved or rejected and Zakat Fund file number for cash request.

الصفحة توضح حالة الطلب بموافقة او مرفوض مع رقم الملف الخاص بصندوق الزكاة لطلب الاعانه المالية.

UAEU eServices



Personal Information Student

Search Go

MY APPROVED / REJECT REQUEST

Request Type	Status	Date	Waiting Approver for	Remarks
Cash	Approved	21-OCT-14	--	Zakat file 1/118789

Back

RELEASE: 8.4



Personal Information

Student

Search

Student Financial Aid Request

[Apply / Update Financial Aid Application](#)
[Approved Request\(View\)](#)
[Pending Request](#)

RELEASE: 8.4

Click here, if you want to cancel your request (if not proceed) or check the status.

اضغط هنا، اذا كنت ترغب بإلغاء الطلب(في حال لم يتم النظر في المعاملة) أو التحقق من حالته.

The page is showing the status of the request is Pending or In Progress.
الصفحة توضح حالة الطلب معلق او قيد الاجراء.

Personal Information **Student**

Search

My Pending / In progrss Request

Request Type	Status	Date	Waiting Approver for	Cancel
Cash	Pending	11-SEP-13	Financial Aid Coordinator	Cancel
Back				

RELEASE: 8.4

Personal Information **Student**

Search

Go

STUDENT FINANCIAL AID

! You have an Active application.You cannot apply for it again . [View & Update](#)

Back

Add new requests

RELEASE:

1

Click here, If you want to view & update your request.

يمكنك التعديل أو التحقق على طلبك من خلال الضغط على View & Update.

التحقق و التعديل على الطلب / View & Update the request

Parent/Guardian Name : *

Relation : *

Father

Number of family member : * Family member should not be more than 25 years old

22

Family Income per month : *

20000

Any other income from any other source :

☐ Social Affair

Outstanding Loan :

Monthly Loan installments :

What kind of house do you live in :

☒ Owned

Documents

- Family House Rental Contract (if applicable)

- All Required Documents in One File

- Zakat Fund Form (for cash request services)

- Copy of the applicant's UAEU ID

- Copy of the applicant's Emirates ID (Front & Back)

- Copy of the Family Book (for National students)

Back

Submit

2

Update your information & upload new documents, then click "submit".
يمكنك الان التعديل على البيانات والاوراق الثبوتية، ثم اضغط على «submit»

ملاحظات هامة:
• يرجى حذف الاوراق الثبوتية القديمة وإرفاق الاوراق الجديدة في النظام في مكانها الصحيح لكل فئة والا سيتم استبعاد طلبك وفي حال ارفاق اكثر من ملف في مكان واحد سيتم حفظ اخر ملف فقط.
Important Note:
• Please delete the old documents and upload the new documents. at the right location, otherwise your request will be rejected. if your upload more than one document in the same place, the system will saving only the last document.

Personal Information **Student**

Search

Go

UPDATE APPLICATION

! You cannot update a valid application .Please contact Financial Aid Department.

Back

Please, contact financialaids.office@uaeu.ca.ae.

في هذه الحالة، يرجى مراجعة مكتب صندوق رعاية الطلبة
عن طريق الايميل.



Financial Aid Office

صندوق رعاية الطلبة

Email: financialaids.office@uaeu.ac.ae

البريد الالكتروني:

الهاتف / Tel	المكان / Location	الوقت / Time	الأيام / Date	فئة / Gender
97137136021	مبنى - B3 الطابق الأول - مكتب 1013 Building (B3)- first floor-Office(1013)	7:30 صباحا - 3:00 مساءً 7:30 am – 3:00 pm	الاثنين والثلاثاء Sun-Tue	طالبات / Female
97137134839	مبنى - G2 الطابق الثاني - مكتب 1007 Building (G2)- ground floor - Office(1007)		الاثنين والأربعاء Mon-wed	طلاب / Male