

# Financial Directives

- If the student is permitted to register after the drop and add period, he is not entitled to drop partially or totally with refund.
- The student is entitled to drop courses add courses with refund during the regular drop and add period which is delimited each semester by the office of admissions and Registration.
- In considering all paragraphs stated in the directives of conferring the bachelor degree, and after the termination of the regular drop and add period which ends by the end of the first week of the beginning of the semester, and three days of the beginning of the summer semester, and the approval of the office of admissions and registration and by the Competent Dean, the student is entitled to
  1. Totally or partially drop courses academically without refund.
  2. Drop academically without refund from a course or courses which require prerequisite and has or have been listed in the form of course registration which is submitted by the student to the office of admissions and registration.
  3. Drop academically, without refund, from a course or courses he has previously passed.
  4. Drop academically, without refund, from a course or courses which has or have been equated subsequently.
  5. Drop academically, without refund, from a course or courses if the student wants to change his major after the regular drop and add period has expired.
  6. Drop academically, without refund, from a course or courses which has or have been registered and have exceeded the maximum limit of credit

hours permissible by the ministry of higher education and scientific research and the applied science university.

7. Drop academically, without refund, from a course or courses listed by mistake by the student in the form submitted by him to the office of admissions and registration.
8. As for new students, they follow the directives of total drop issued by the university during registration for semesters.