King Saud bin Abdulaziz University for Health Sciences
University Oracle SiS Campus Solution

Student E-Services

How to Request Status Change via SiS?

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How student can fill a new request

1. Login to the system (https://sis.ksau-hs.edu.sa/psp/ps/EMPLOYEE/HRMS/?&cmd=login&languageCd=ENG) by using your KSAU-HS accounts

2. Click on the link (Self Service)

3. Click on the link (Student Center)
4. Click the link “My Academics”

5. Click the link “Request Status Change”
6. Read terms, conditions, and important notes then click the checkbox (Terms and Condition Agreement), then click the button "Next"

7. Fill the fields and click submit.

Important Notes:
How to Request Status Change via SiS?

a) Fields start with (*) are mandatory fields
b) Attachment is mandatory for female students only for uploading the signed Guardian Agreement form

A confirmation email of submitting your request is going to be sent to you like following sample:

Student Status Change Request – King Saud bin Abdulaziz University for Health Sciences

toreply@ksau-hs.edu.sa

Dear,

Kindly be informed that your request of 'Withdrawal' with following details has been submitted for processing and you will be notified once approved.

Your Application Details
System ID:10000950044
Request #:3

Your status change request has been submitted for processing.

King Saud bin Abdulaziz University for Health Sciences.

The information in this email may contain confidential material and it is intended solely for the addresses. Access to this email by anyone else is
How to Request Status Change via SiS?

Student Status Change Request – King Saud bin Abdulaziz
University for Health Sciences

noreply@ksau-hs.edu.sa

To:

Dear [Recipient],

Kindly be informed that your request of 'Withdrawal' with following details has been approved. Please contact Deanship of Admission and Registration to process your request.

Your Application Details
System ID: 1000000044
Request #: 1
Date & Time of Approval: 2016-02-28 16:57:16.000000
DAR Comments: test for approval

Your status change request has been approved.

King Saud bin Abdulaziz University for Health Sciences.