



Vice-presidency for Academic Affairs

Admission Standards at University of Tabuk

Admission Standards at University of Tabuk

The first semester of the academic year 1435-1436.

The admission process begins for high school graduates or its equivalent (male and female students) who are willing to join the colleges of the University of Tabuk. The available programs are (Regular BA)+ (Parallel BA) + (Vocational Training Programs). Applicants must be Saudi nationals or of a Saudi mother. Admission is via the university webpage using the following link:

<http://edugate.ut.sa/ut/init>

Terminology

1- Regular BA Program: This program requires no fees. The study time is in the morning or evening period based on the availability of colleges. It is a full time program where students are required to be dedicated to the program and not employed during the period of the program and until the end of the. Students enrolled in this program receive a monthly incentive payment. Students are granted a BA degree in their specializations.

- For Male students: Students with the highest GPA (measured) will be selected for the scientific track and students with the highest GPA (equivalent) will be selected for the administration track; this is until all vacant seats are done.

- For female students: Students are selected according to their GPAs (measured); this is until all vacant seats are done.

Measured GPA = High school result*40/100 + Saudi License examination(SLE)*20/100 + Accumulative results*40/100

Equivalent GPA = High school result*60/100 + Saudi License examination(SLE)*40/100

2- Parallel BA Program: This program requires no fees. This **program is run** in the evening time which finishes at 08:00 pm or according to the availability of colleges. Students enrolled in this program are not given a monthly incentive payment. Students are granted a BA degree in their specializations.

3- Diploma Program: This program requires no fees. It is for secondary-school graduates. The study time is in the morning or evening period based on the availability of colleges. Students are not given a monthly incentive payment during their study. When a student graduates, he will have a university diploma certificate in the specialization he studied.

The following tables illustrate the available tracks and admission requirements:

Admission in Regular Education System		
Firstly : Admission in university faculties in Tabuk City		
Majors Offered Male campus	GPA	Secondary-School Track
<ul style="list-style-type: none">• Faculty of Medicine: Tracks of Medicine and Surgery.• Faculty of Pharmacy: Track of Pharmacy• Faculty of medical and applied sciences: Tracks of laboratories techniques, Nursing, physiotherapy	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities

<ul style="list-style-type: none"> • Faculty of engineering Information technology: tracks of computer science, information technology, computer engineering • Faculty of science: track of mathematics, physics, chemistry, biology, statistics, bio chemistry • Faculty of Business administration: tracks of Accounting, investment 		
<ul style="list-style-type: none"> • Faculty of Arts and Education: tracks of 	Equivalent GPA 60% high school	<ul style="list-style-type: none"> - Scientific - Humanities

<p>education, languages and translation, Islamic studies, Arabic language</p> <ul style="list-style-type: none"> • Faculty of Islamic studies (Sha'rea): Tracks of Sha'rea • Faculty of Business Administration: tracks of marketing, management 	40% SLE	<ul style="list-style-type: none"> - Literary - Religious - Administrative - Quran - Commercial - Vocational - Higher Institute
Faculty of Law (Sha'rea): tracks of law	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative
Offered tracks and	GPA	High School

colleges – female students		
<ul style="list-style-type: none"> • Faculty of Medicine: Tracks of Medicine and Surgery. • Faculty of medical and applied sciences: Tracks of laboratories, Nursing • Faculty of Information technology: tracks of computer science • Faculty of home economics: tracks of nutrition and food sciences, clothing and textile, • Faculty of science: 	<p>Measured GPA 40% high school 20% SLE 40% Accumulative</p>	<p>Scientific humanities</p>

<p>track of mathematics, physics, chemistry, biology, statistics, bio chemistry</p> <ul style="list-style-type: none"> • Faculty of Business administration: tracks of Accounting, investment 		
<ul style="list-style-type: none"> • Faculty of Arts and Education: tracks of education, languages and translation, Islamic studies, Arabic language • Faculty of home economics: tracks of housing and home management 	<p>Measured GPA 40% high school 20% SLE 40% Accumulative</p>	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

<ul style="list-style-type: none"> Faculty of Business Administration: tracks of marketing, management 		
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Admission in Regular Education System		
Secondly : Admission in satellite campuses		
University Branch in Debah Male campus		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> Nursing, physiotherapy computer science, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> English Language marketing 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary

		<ul style="list-style-type: none"> - Religious - Administrative - Quran - Commercial - Vocational
Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • laboratories, • computer science • mathematics, • biology, • Accounting, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • languages and translation, • marketing, 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran

		<ul style="list-style-type: none"> - Commercial - Vocational
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Admission in Regular Education System		
University Branch in Umlug		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> • Nursing, physiotherapy • computer science, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • English Language 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative

		<ul style="list-style-type: none"> - Quran - Commercial - Vocational
Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • Nursing • mathematics, • biology, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • languages and translation, • Arabic language 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

Admission in Regular Education System		
University Branch in Tiamaa		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> • physiotherapy • computer science, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • Islamic Studies • English Language 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran

		<ul style="list-style-type: none"> - Commercial - Vocational
Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • mathematics, • biology, 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • languages and translation, • Islamic studies 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

Admission in Regular Education System		
University Branch in Wajah		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> • Nursing • Mathematics 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • Arabic Language • Management 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • Chemistry • mathematics, • Computer Science 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • languages and translation, • Arabic Language 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

Admission in Regular Education System

The Collage in Haqel		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> • biology • Computer Science 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • Arabic Language • Management 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational
Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • mathematics, 	Measured GPA 40% high school	Scientific

<ul style="list-style-type: none"> • Computer Science 	20% SLE 40% Accumulative	humanities
<ul style="list-style-type: none"> • languages and translation, • Islamic studies 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational

Admission in Parallel Education System Firstly : Admission in university faculties in Tabuk (Parallel)		
Offered tracks– Male students	GPA	High School

<ul style="list-style-type: none"> • Faculty of science: track of mathematics, physics, chemistry, biology, • Faculty of Business administration: tracks of Accounting, investment 	<p>Measured GPA 40% high school 20% SLE 40% Accumulative</p>	<p>Scientific humanities</p>
<ul style="list-style-type: none"> • Faculty of Arts and Education: tracks of education, languages and translation, Islamic studies, Arabic language • Faculty of Business Administration: tracks of marketing, management 	<p>Equivalent GPA 60% high school 40% SLE</p>	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational - Higher Institute

Offered tracks– female students	GPA	High School
<ul style="list-style-type: none"> • Faculty of home economics: tracks of nutrition and food sciences, • Faculty of science: track of mathematics, physics, chemistry, biology, • Faculty of Business administration: tracks of Accounting, investment 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • Faculty of Arts and Education: tracks of education, languages and 	Measured GPA 40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious

translation, Islamic studies, Arabic language • Faculty of Business Administration: tracks of marketing, management		- Administrative - Quran - Commercial - Vocational
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Admission in Regular Education System		
The Community College (Skills Programs) in Tabuk		
Offered tracks – Male students	GPA	High School
<ul style="list-style-type: none"> • Medical Registry • computer science 	Measured GPA 40% high school 20% SLE	Scientific humanities

<ul style="list-style-type: none"> • General Healthcare • Computer Network 	40% Accumulative	
<ul style="list-style-type: none"> • Human Resources • Financial management 	Equivalent GPA 60% high school 40% SLE	<ul style="list-style-type: none"> - Scientific - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational
Offered tracks– female	GPA	High School
<ul style="list-style-type: none"> • Medical Registry • Computer Science • General Healthcare • Computer network 	Measured GPA 40% high school 20% SLE 40% Accumulative	Scientific humanities
<ul style="list-style-type: none"> • Human Resources 	Measured GPA	- Scientific

<ul style="list-style-type: none"> • Financial management 	40% high school 20% SLE 40% Accumulative	<ul style="list-style-type: none"> - Humanities - Literary - Religious - Administrative - Quran - Commercial - Vocational
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Admission Requirements and Regulations for Male and Female Applicants

Requirements:

- 1 - Applicant must be Saudi national or of a Saudi mother.
- 2 - Must have a secondary school certificate or its equivalent from Saudi Arabia or outside.

3- Must not be dismissed from another university for disciplinary or educational reasons and if it appears later that he has been dismissed, then his admission will be canceled.

4- Has a certificate, which is less than 5 years as the university accepts only 1430-1431 graduates and the following years.

5- Get the approval of his employer if he is a government or a private sector employee.

Special requirements and regulations for the colleges of medicine and pharmacy:

- High school grade is not less than 90% (scientific)
- Only graduates of years 1433/1434 or 1434/1435 are accepted.

Special Requirements and regulations for the college of medical and applied sciences:

- High school grade is not less than 85% (scientific)
- Only graduates of years 1433/1434 or 1434/1435 are accepted.

Special Requirements and regulations for the colleges of engineering, computer science and information technology:

- High school grade is not less than 85% (scientific)

Special Requirements and regulations for the university college in Dubah tracks (Laboratories and Nursing):

- High school grade is not less than 85% (scientific)
- Only graduates of years 1433/1434 or 1434/1435 are accepted.

Special Requirements and regulations for the university college in Umluj tracks (Nursing):

- High school grade is not less than 85% (scientific)
- Only graduates of years 1433/1434 or 1434/1435 are accepted.

Special Requirements and regulations for the university college in Taimaa tracks (physiotherapy):

- High school grade is not less than 85% (scientific)
- Only graduates of years 1433/1434 or 1434/1435 are accepted.

In order to submit your application, please visit <http://edugate.ut.edu.sa/ut/init>

Complete the required information

List your preferences in order.

After the deadline of applying online, applicants are shortlisted according to their GPA and according to their order of preferences.

Applicants should follow up the university website in order to know the result of their application (preliminary admission).

In addition, applicants have to follow the following steps:

- Applicants should access the university website (edugate):

جامعة تبوك
University of Tabuk

EN | ﷲ | ﷲ

جامعة تبوك
University of Tabuk

رؤية النظام الأكاديمي ترحب بكم

التصنيفات

- نبذة عن النظام الأكاديمي
- أولاً وسهلاً بكم في البوابة الإلكترونية لجامعة تبوك
- اختيار رؤية النظام الأكاديمي
- إعلانات هامة للمتقدمين

تعلم عمادة القبول والتسجيل عن آلية التحول من برنامج البكالري المسائي

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خدمات الرؤية

- الخطط الدراسية
- المقررات المطروحة
- طلب قبول
- طلب قبول الدراسات العليا
- طلب قبول الدبلومات
- طلب تحويل لجامعة تبوك

تسجيل الدخول

اسم
المستخدم

كلمة السر

دخول

جميع الحقوق محفوظة لجامعة تبوك

- The applicant chooses "New Application Form" from the list.

- An admission screen appears, then choose the type: Male or Female

35/34 الفصل الأول

طلب قبول

يرجى اختيار نوع طلب القبول

طالبات

تقديم طالبات

طلب قبول جديد (إنتظام)

طلب قبول جديد (إنتساب)

طلب قبول جديد (تجسير)

تعديل طلب القبول (إنتظام)

تعديل طلب القبول (إنتساب)

تعديل طلب القبول (تجسير)

طلاب

تقديم طلاب

طلب قبول جديد (إنتظام)

طلب قبول جديد (إنتساب)

طلب قبول جديد (تجسير)

تعديل طلب القبول (إنتظام)

تعديل طلب القبول (إنتساب)

تعديل طلب القبول (تجسير)

خدمات القبول

استرجاع كلمة السر

خدمات البوابة

الخطط الدراسية

المقررات المطروحة

طلب قبول

طلب قبول الدراسات العليا

طلب قبول الدبلومات

طلب تحويل لجامعة توابك

- Then automatically the menu under each option will be activated:
 - 1- New Application Form (Regular) which should be chosen first.
 - 2- Amending the application: this is done after saving the application and need to amend it before the deadline.
 - 3- Before you choose the application, you will find below a service that allows you retrieve your password.
- Should you choose a new application, you reach the basic data page:
 1. Saudi ID number: applicant should provide his/her ID number
 2. SLE Mark (this is optional as the university administration has access to Qiyas website.
 3. Accumulative test marks (Also optional)

بوابة النظام الأكاديمي ترحب بكم



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جامعة تبوك
University of Tabuk



الفصل الأول 35/34

طلب قبول

تقديم طلاب

الدفوف التي تبدأ بنجمة حمراء (*) هي دفوف إجبارية.

تعليمات ■

السجل المدني*

درجة اختبار القدرات

تحصيلي

خدمات البوابة

التخطيط الدراسية

المعتمدين المطروحة

طلب قبول

طلب قبول الدراسات العليا

طلب قبول الدبلومات

طلب تحويل لجامعة تبوك

تأكيد

رجوع

- After completing this page, the applicant will automatically be directed to the university regulations and requirement page. It is a very important page; applicants should read it carefully in order to know tracks that suits his/her GPA and Marks.
- At the end of regulations' page there are two options (agree / disagree) choosing " agree" the applicant will be directed to the summary of his application:

Ser.	Data	Status	Notes
*	Applicant Information		
1	Password	Obligatory	Applicant will need the password when amending or checking the status of an application
2	Rewrite password	Obligatory	To make sure the applicants retype the password correctly
3	Email	Obligatory	For future communication
4	Email confirmation	Obligatory	To make sure the applicants retype the email correctly
5	Secret questions	Obligatory	Questions answered by the applicant in case of forgetting the password
6	answers	Obligatory	Provided by the applicant

7	Upload a picture	Obligatory	To be uploaded by the applicants in the Saudi national uniform
	Applicant's main info		
1	First name in Arabic	Obligatory	As per applicant ID
2	Father name in Arabic	Obligatory	As per applicant ID
3	Grandfather name in Arabic	Obligatory	As per applicant ID
4	Family name in Arabic	Obligatory	As per applicant ID
5	First name in English	Obligatory	As per applicant info
6	Father name in English	Obligatory	As per applicant info
7	Grandfather name in English	Obligatory	As per applicant info
8	Family name in English	Obligatory	As per applicant info
9	Nationality	Obligatory	Applicant nationality
10	Mother's nationality	Obligatory	Mother's nationality
11	P. O. Box	Obligatory	
12	City	Obligatory	Current address
13	Phone	Obligatory	Lind Line + Code
14	Mobile	Obligatory	10 digits mobile number

15	Marital Status	Obligatory	Single/ Married/ divorced / widow
16	Are you an Orphan?	Obligatory	Yes/NO (if you choose yes, provide father's death certificates)
17	Health Status	Obligatory	Should you have any physical disabilities, please describe
18	Are you benefiting from the social insurance system?	Obligatory	Yes/No. If "yes"provide a proof.
*	Birth Information		
1	Date of Birth	Obligatory	As Per ID
2	Country	Obligatory	As per ID
*	Job Information		
1	Employed	Obligatory	Yes/ No (if yes, provide employer approval)
*	High School Certificate		
1	Country	Obligatory	Country where the certificate was issued
2	Region	Obligatory	Region where the certificate was issued
3	City	Obligatory	City where the certificate was issued
4	Year	Obligatory	Year when the certificate was issued

5	Type	Obligatory	Scientific, Humanities, Literary, Religious, Administrative, Quran, Commercial, Vocational
6	General Accumulative GPE	Obligatory	As per high school certificate
7	SLE	Optional	This is optional as the university administration have access to Qiyas.
8	Accumulative test	Optional	This is optional as the university administration have access to Qiyas.
*	High School Certificate Information		
1	An acknowledgment person to contact with	Optional	
2	Relationship	Optional	
3	Address	Optional	
4	Mobile	Optional	
5	Work Telephone	Optional	
6	Job	Optional	

بيانات الطالب الأساسية

(اسم الطالب بالعربية)

الاسم الأول* الأب* اسم الجد* العائلة*

(اسم الطالب بالانجليزية)

First Name* Father Name* Grandfather Name* Family*

الجنسية*

جنسية الأم*

صندوق البريد

المدينة الحالية

الهاتف

جواب*

الحالة الاجتماعية*

الحالة الصحية*

هل أنت مستفيد من الضمان الاجتماعي؟*

أرمل مطلق متزوج أعزب سليم معاق نعم لا

بيانات الميلاد	
<input type="text"/> / <input type="text"/> / <input type="text"/> <input type="text"/>	تاريخ الميلاد* البلد*
المهنة	
<input type="radio"/> لا أعمل <input checked="" type="radio"/> أعمل	أعمل*
بيانات شهادة الثانوية	
<input type="text"/>	دولة الشهادة*
<input type="text"/>	المنطقة التعليمية*
<input type="text"/>	مدينة الثانوية*
<input type="text"/>	سنة الحصول على الشهادة الثانوية*
<input type="text"/>	نوع الشهادة*
<input type="text"/>	المعدل التراكمي العام*
<input type="text"/>	درجة اختبار القدرات
<input type="text"/>	تحصيلي

شخص للطوارئ

اسم شخص يمكن الاتصال به

صلة القرابة

العنوان

الهاتف

حوال

شأنف العمل

المهنة

التالى

رجوع

- Then you choose "confirm" (any misuse in entering information will expose your application to be cancelled).

- The applicant will be directed to the supporting documents page (upload your high school certificate, name your folder in English (e.g. certificate) your folder should not exceed 1 MB.
- Afterwards, the applicant will be directed to the most important page; it is the page of preferences. The applicant will see two entry boxes:
 - 1 – Available Tracks
 - 2- Chosen tracks by the applicant
- The applicant has to use arrows to move between the two boxes. The applicant is supposed to put tracks in order as of his preferences. If the applicant was not chosen for the first preference the system will be automatically transferred to the following choice. Applicants can list choices of the same track, but in different study modes such as:
 - Main Campus BA – Male- Marketing – Tabuk (This means the applicant applied for a BA, regular system, morning shift, track of marketing at the main campus in Tabuk)
 - Main Campus BA – Male- Marketing – Dibah (This means the applicant applied for a BA, regular system, morning shift, track of marketing at Dubah)
 - Main Campus BA Parallel – Male- Marketing – Tabuk (This means the applicant applied for a BA, parallel system, evening shift, track of marketing at the main

campus in Tabuk)

Main Campus parallel – Male- Marketing – Wajih (This means the applicant applied for a BA, parallel system, evening shift, track of marketing at Wajih)

ملاحظة هامة: أي إدخال خاطئ في البيانات يعرضك إلى إلغاء طلبك نهائياً
ملاحظة هامة: لن يتم قبول طلبك المدخل في حالة لم يتم إختيار الرغبات

طلب قبول - رغبات الطالب

يمكنك اختيار التخصصات التي تريدتها

الفصل الذي تريد الالتحاق به * الفصل الأول ٣٤/٣٥

الرغبات المتاحة

Empty box for available preferences.



الرغبات المختارة من المتقدم

القريبة الهندسة - مقر بكالوريوس هوازي - طلاب (مسئلي) - توك - الفصل الاول ١٤٣٤ - البكالوريوس
علوم ادارة- مسر ادارة الموارد البشرية - مقر دبلوم - طلاب - توك - الفصل الاول ١٤٣٤ - دبلوم تأهيلي
علوم ادارة: مسر الادارة المالية - مقر دبلوم - طلاب - توك - الفصل الاول ١٤٣٤ - دبلوم تأهيلي
تسويق - مقر بكالوريوس هوازي - طلاب (مسئلي) - توك - الفصل الاول ١٤٣٤ - البكالوريوس
المشردية - مقر بكالوريوس - طلاب - توك - الفصل الاول ١٤٣٤ - البكالوريوس
الإدارة - مقر بكالوريوس هوازي - طلاب (مسئلي) - توك - الفصل الاول ١٤٣٤ - البكالوريوس
دراسات اسلامية - مقر بكالوريوس هوازي - طلاب (مسئلي) - توك - الفصل الاول ١٤٣٤ - البكالوريوس
الإدارة - مقر بكالوريوس - طلاب - توك - الفصل الاول ١٤٣٤ - البكالوريوس
تسويق - مقر بكالوريوس - طلاب - توك - الفصل الاول ١٤٣٤ - البكالوريوس
لغة عربية - مقر بكالوريوس هوازي - طلاب (مسئلي) - توك - الفصل الاول ١٤٣٤ - البكالوريوس

- After clicking "next", applicant will be directed to the page of printing choices.
- To finalize the application, the applicant click on " Submit" no changes allowed
- After submitting application, the applicant is provided with application number and ID number (the applicant should keep them).

The screenshot displays the admission portal interface for the University of Tabuk. At the top, there is a banner with the text "بوابة النظام الاكاديمي ترحب بكم" (The Academic System Portal Welcomes You) and the university's logo. Below the banner, the page is divided into several sections:

- Header:** "جامعة تبوك" (University of Tabuk) and "University of Tabuk" with the logo.
- Left Panel:** "الفصل الأول 35/34" (First Semester 35/34).
- Center Panel:** "طلب قبول" (Request for Admission). It includes fields for "رقم الطلب" (Request Number) and "السجل المدني" (Civil ID), both marked with a red asterisk. Below these fields, a message states: "تمت عملية حفظ الطلب بنجاح. نشكر لكم التقديم لجامعة تبوك" (The request saving process was completed successfully. We thank you for applying to the University of Tabuk).
- Right Panel:** "خدمات البوابة" (Portal Services) with a list of links:
 - الخطة الدراسية (Academic Plan)
 - المقررات المطروحة (Proposed Courses)
 - طلب قبول (Request for Admission)
 - طلب قبول الدراسات العليا (Request for Graduate Admission)
 - طلب قبول الدبلومات (Request for Diploma Admission)
 - طلب تحويل لجامعة تبوك (Request for Transfer to University of Tabuk)
- Bottom Left:** "انتهاء" (End) with a green square icon.

- Then click end to end this application process.
- After submitting an application on the website, and the applicant met the minimum requirements, the applicant will receive a message on his mobile as follows (Dear Applicant, you have been initially accepted at the university of Tabuk. Please mail required documents in 48 hours. Enclose a print out of the preliminary admission form and the Saudi Prime Post form. This means that the application is initially accepted until the submission of all required documents.

First: Collecting the initially requested documents:

- An applicant has to print the following:
 - 1- Preliminary admission form
 - 2- Saudi Prime Post form
- Prepare the required documents to post them before the deadline
- Make sure you have collected all the required information
- Deliver all the documents to the Saudi express mail post man
- The applicant keeps the receipt of the post form after being stamped by the express post officer as a proof of submitting the documents.
- The applicant has to follow the status of posted documents on www.ems.com.sa

- If the required documents were not delivered on time, this might cause loss of your opportunity.
- The University will not receive required documents once they are not sent by Saudi express mail.

Second: Required Documents:

- Preliminary admission form
- Saudi express post form, get it from <http://edugate.ut.edu.sa/ut/init>
- The original and 4 copies of high school certificate (original copy is essential)
- Copy of applicant ID
- Copy of family card or ID for female students
- Non-Saudi students and of a Saudi mother, enclose a copy of mother's ID + Iqama)
- 4 colored photographs for male applicants only.

