



DISTANCE LEARNING PROGRAMS ADMISSION DIRECTORY

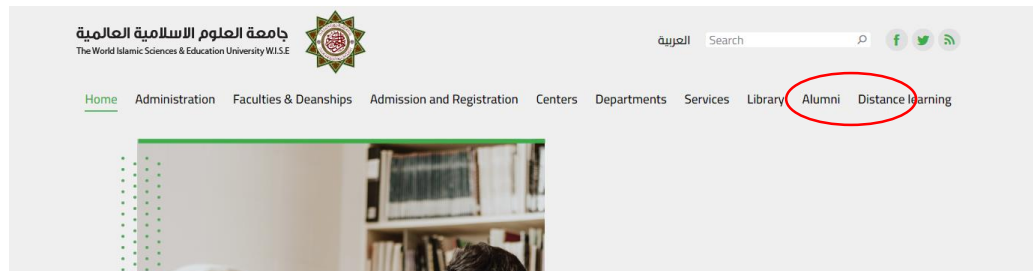
Contact us

Email: apply@wise.edu.jo
Phone: +962 560 0230
WhatsApp: +962 79 629 7368

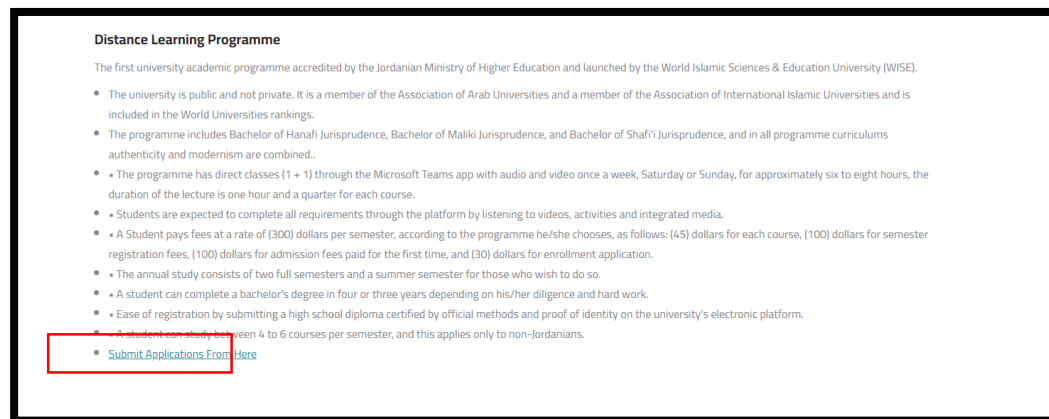
World Islamic Sciences and Education University

Directory of using the platform to apply for admission at distance learning programs:

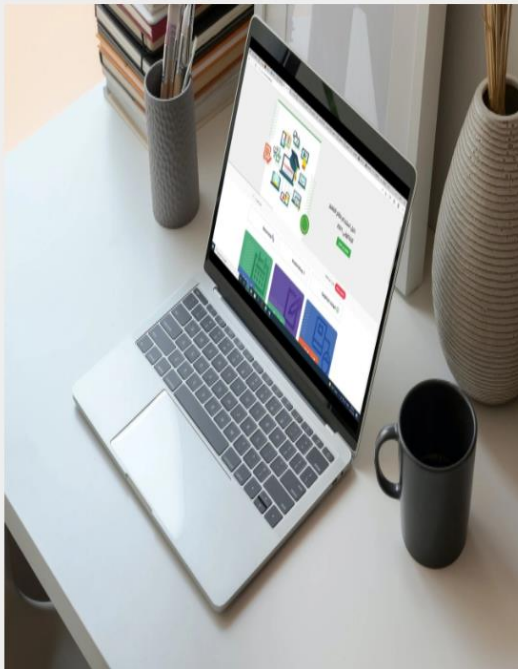
1. Go to the university website (www.wise.edu.jo) where the main page of the site appears, At the top of the page and select the Distance Learning tab, as shown in the figure below.



2. When you click on the Distance Learning tab, the Distance Learning Programs page appears, allowing you to take an overview about the programs offered, that there is a link, for each program of the Distance Learning. If the visitor wishes to apply for one of the offered programs, he/she clicks on (Submit applications through the admission platform from here) as shown in the following figure. The website will transfer you to the online application submission platform.



3. The following figure represents the homepage of the admission application platform. If the visitor has already signed up, he/she can log in using the email and password that he has set before. If the candidate is new, he can sign up by clicking **the new user link**, then **create a new account now**, as shown in the picture



The World Islamic Sciences and Education
University
Admission Portal

REGCONSULT

Password

Login

!new user? register new account now

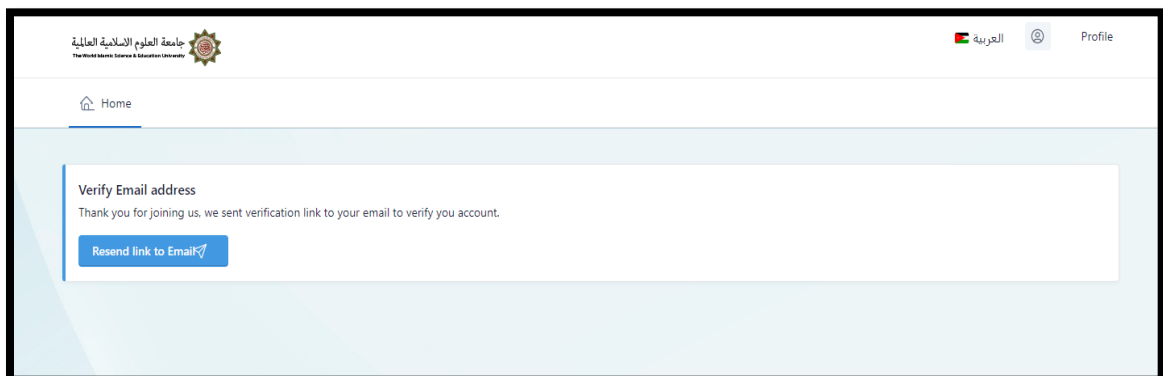
Forget password? reset password from here

User Manual

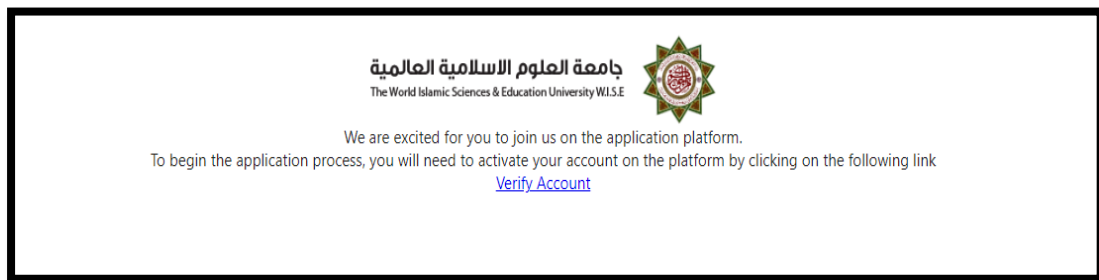
?Need Help

4.The process of creating a new user requires having an active e-mail, where you enter your personal email address, select your own password, confirm password, Then click the Create an account button.

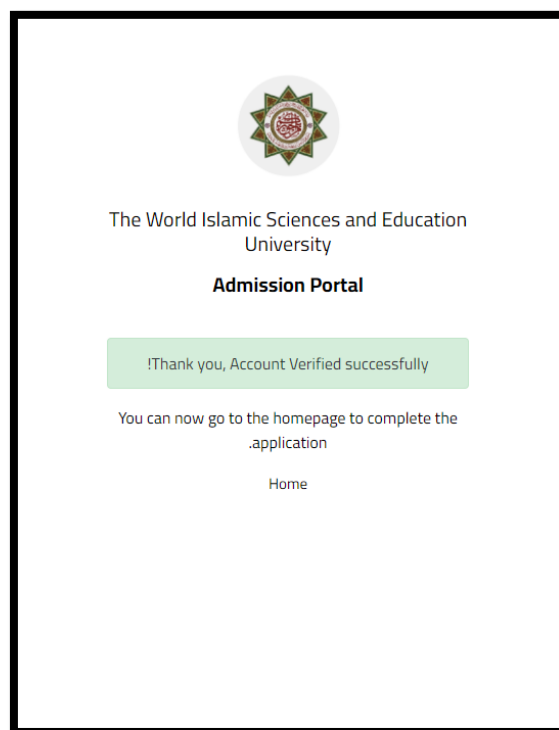
5. If the details you entered, for creating account, are correct, the following page will appear and that means the account activation link has been sent to your mail box to activate your account and to continue in the application process. If you did not receive the activation link, you can press the Restore button to send the activation link to your mail box again.



6. Then, enter the e-mail that you specified during the account creation process, you receive a message from the university containing a link to confirm the electronic account, as shown in the figure. Next, Click on the e-account verification link.



7. By clicking on the account confirmation link, you will be transferred to the platform page of the admission application. You will observe a message stating that the account has been successfully verified and activated. Then you can click homepage to complete the process of entering personal details and submitting your application.



8- By clicking on the homepage, a page will appear as in the following figure for you to insert your personal details (identity (name in Arabic and English, nationality, date of birth...etc.) and after inserting your personal information, then click the **Next** button. If the details are complete, you will receive a message stating that the process was completed successfully as shown, and the system will take you to the next step.

Statements of the Applicant

Name of Student in Arabic (In accordance with the ID or passport):

Student's Name Father's Name Grandfather's Name Surname

Name of Student in English (In accordance with the ID or passport):

Student's Name Father's Name Grandfather's Name Surname

Gender Religion Nationality

Male Islam -- select one --

Marital Status Name of the [Student's] Mother

Single

Place of Birth Birth Date

-- select one -- 1 1 Year

Personal Statements

Kind of Document Passport ID Issuing Country

Passport abc -- select one --

save

9. In the coming step, you must fill in with some details such as place of residence and phone number, as well as a reference by clicking the **Add ID** button so that you enter your name and own phone number. Then, press the **green sign** to save the data. Where the data you have entered appear with the possibility of deleting or modifying them by using the icons next to them. When you finish entering the details, click the **Next** button at the bottom of the page.

10. After completing your personal information, you must define whether you have been accepted into the **WISE** or another university, and if you have been accepted, you must enter the specialization and details of the university that you got admission at. Then you can view the declaration and the obligation by clicking on the link **(declaration and commitment)** where a new page appears containing the declaration and commitment as shown below. Confirm acknowledgment and commitment of the terms by checking the boxes shown to the right monitor (within the red frame in the figure below) and then click the **Next** button.

11. After completing the basic details, the stage of submitting the application starts when a screen and clicking on Learning by Distance Bachelor Degree to select the specialization that you intend to study, as shown in the following picture. After selecting the specialization, click the **Next** button.

ONLINE BA LEVEL



Choose program



Attachments



certificates



Submit Application

Select program

Hanafi Jurisprudence - Study in English

Step 1 - 4

Next

12. After selecting the specialization, you intend to study, move to the **Attachments tab**, where you must upload a photo of your personal ID or passport and your personal photo as shown in the figure. During each attachment Click on the **Choose File** icon to be able to download the image from your personal device. And at **Upload any image** next to which a **preview** or **remove** option appears if you want to change it.

13. After uploading the required images, you must enter your academic qualifications, by clicking on the **Add Academic Qualification button**, a window will rise for you to select the qualification you wish to upload as it is shown in the following figures, the most important of which is a certificate or an evidence of obtaining a high school diploma. The image must be clear and translated into one of the two languages: **Arabic** or **English**, and the information included must correspond with the information in the attached photo. When you finish entering data, press the button **Add**, to enable attaching the files to your application, where the information you entered will appear and you can modify or delete.

14. After attaching the photos and documents and identifying your academic qualifications, click on the **Next button** which leads you to the final stage, which is the process of confirming the application submission.

15. When confirming the submission of the application, the application will be submitted and its status will be **new**, and a screen will appear exposing the details of the application that you have submitted with the ability to print the received information.

When you access the platform again or return to the homepage, the applications you submitted will appear to the left of the screen and the status of each one. The status of each status will change upon reviewing these applications. If any documents are missing, the application will be resent to you to submit missing details and documents, in order to be reviewed again.

Important notification:

You must check up your mail box for messages, as you will be noted with any deficiencies or modifications on your application. If you are accepted at the university, you will receive an e-mail informing you of your acceptance at the university and your university number and the password assigned to access academic services, as well as the required amount and approved payment mechanism and methods.