



Student Manual

COMPUTER CENTRE & E-LEARNING CENTER

1. Submitting Application

Welcome to The World Islamic Sciences and Education University, you can join the university by submitting application via admission portal.

Admission Portal

Go to Official Website by this url:

<https://www.wise.edu.jo/en/online>

Then click on (Submit Application)

 Submit Application	 Guide to Applying for Admission
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Distance Learning Programme FAQs

- This is the first English language BA programme accredited by the Jordanian Ministry of Higher Education and launched by the World Islamic Sciences & Education University (WISE).
- WISE is a public university and member of the Association of Arab Universities as well as a member of the Association of International Islamic Universities.
- This programme includes a Bachelors in either Hanafi Fiqh or Shafi'i Fiqh, combining traditional methods of Islamic learning as well as modern pedagogies.
- In addition to pre-recorded classes, our programme contains live classes with teachers that are scheduled throughout the week at various times to accommodate various time zones. The University uses Microsoft Teams for this purpose.
- Students are expected to complete all requirements through the platform by listening to videos, activities, and integrated media.
- The online programme follows the university academic calendar which can be found [here](#).
- Fees for this program are an average of \$350 USD per semester. The breakdown is as follows: each course is \$45 USD in addition to a \$100 USD registration fee for each semester. There is also a one-time \$100 USD admissions fee and \$30 USD reenrollment fee per semester.
- Each BA programme is four years with two semesters per year. Students are able to take summer semester if they wish.

Register new account

At the beginning register new account using email and create a new password

العربية



The World Islamic Sciences and Education
University
Admission Portal

Email

Password

Password confirmation

Create new account

Have an account? Login from here



When registration is completed successfully, the user will be transferred to the main platform screen, after which the email used during the registration process must be confirmed via the activation link sent via email.

Note: If you do not receive the email, please check your spam folder and move it to your inbox.

After confirming the email, the student fills in their personal data.

[Home](#)

Registration

First: Statements of the Applicant

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

Student's Name

Surname

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

Student's Name

Surname

Gender

Religion

Nationality

-- select one --

-- select one --

-- select one --

Place of Birth

Birth Date

-- select one --

Month

Day

Year

Second: Personal Statements

Kind of Document

Issuing Country

-- select one --

-- select one --

Next

Page 4 of 23

Then go to the main page that shows the following:

Admission Portal

Statements of the Applicant

1

Full Name: AHMAD AHMAD
Nationality: Albanian
Mobile number: 12312313

Application

2

no applications

3

+ New Application

1. Personal info
2. Current Applications
3. Submit new Application

Submit Application

An application for admission to the required academic program can be submitted according to the available options through the following steps:

1 . Choose the required study program:

The screenshot shows the 'ONLINE BA LEVEL' application interface. At the top, a progress bar indicates four steps: 'Choose program' (active), 'Attachments', 'certificates', and 'Submit Application'. Below the progress bar, the text 'Select program' is displayed. A dropdown menu shows 'Shaf'i'i Jurisprudence - Study in English'. A blue 'Next' button is located at the bottom right.

2 . Upload required documents (Personal Photo and Passport):

The screenshot shows the 'ONLINE BA LEVEL' application interface at the 'Attachments' step. The progress bar shows 'Attachments' as the active step. Below the progress bar, the text 'Attachments' is displayed. There are two sections for document uploads: 'ID card or Passport' and 'Personal Photo'. Each section has a 'Choose File' button and a 'no file selected' status. A blue 'Next' button and a grey 'Back' button are located at the bottom right.

3. Upload academic certificates.

ONLINE BA LEVEL

Choose program Attachments certificates Submit Application

certificates Step 3 - 4

Certificate	Specification	Year	School / University
Secondary Sr	-- select one	-- select one	
Country	Grade System	Grade	Attachment Certificate
-- select one	Out of 100%		Choose File

Note: Please attach a document proving that the student's certificate qualifies him to study the required program.

save

+ Add Certificate

Next Back

4. verify the application data before applying to the university.

ONLINE BA LEVEL

Choose program Attachments certificates Submit Application

Submit Application Step 4 - 4

Application Summary

Shafi'i Jurisprudence - Study in English



Dear student, you can edit the application and attachments before submitting the application. Note that after submitting the application, it cannot be modified

Submit Application Back

After submitting the application, an email will be sent confirming application, and the student will be notified of the acceptance result within two weeks.

Follow up on the application

After reviewing the application and meeting all the conditions, the application is approved and a notification is sent via email containing the application data.

After entering the application page, the student's data, university number, and password appear to enter the student portal and start studying according to the university calendar.

The available payment methods appear and the student pays the required tuition fees for the first semester through the available payment methods.

test test test test

Application Details
College: Shafi'i Jurisprudence
Specification: Shafi'i Jurisprudence
Program: Shafi'i Jurisprudence - Study in Arabic
Semester: 1, 2025/2024

Application No.
241124648
Status: Approved

Student's Information
Student ID (username): 3090502230
password:
Payment Number: 120011100
Student's Portal: [Click here!](#)

Choose payment gateway

You have three options to pay:

1. Download the efawateercom app and pay through the app. Please note that browser based efawateer is only for local Jordanians and you will need to pay through the app.
2. You can set up a bank transfer by hovering over the bank icon below and copying down the bank details.





2 .Register courses for next semester

According to the university calendar, when the registration period for the next semester begins, the student goes to the student portal and does the following:

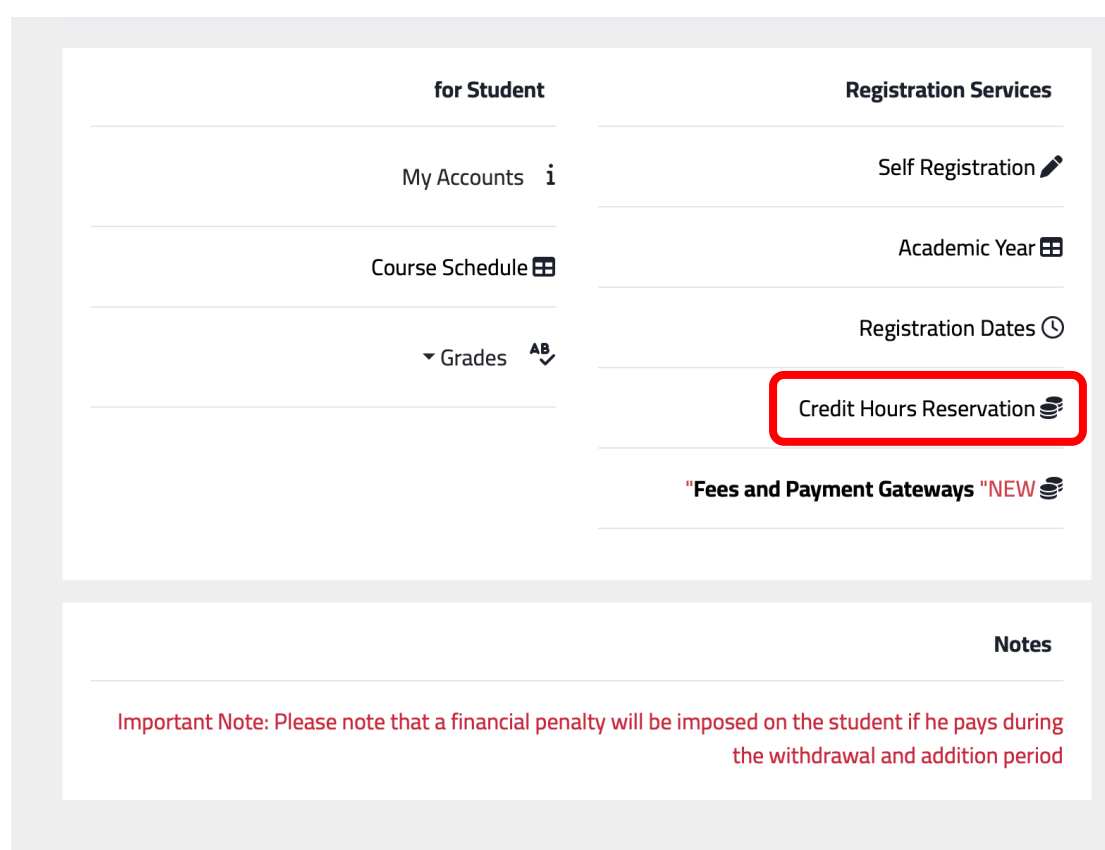
- 1 . Reserve the number of Credit Hours you want to register for the next semester.
- 2 . Pay the required fees through the available payment gateways.
- 3 . Register for courses.

To implement the previous steps, the student must go to the portal through the following link:

grades.wise.edu.jo

Then login using university ID and password.

Then go to the (Credit Hours Reservation) option as shown in the attached image:



Second Semester 2025/2024	
3090502230	:Student ID
Student Name	:Student Name
Student	:Finance side
1	Enter credit hours to be : registered
Calculate fees 2	
15	: No. Hours to be registered
15	: No. paid hours
0	: No. un-paid hours
0	Total amount C.H
32 3	:Payment No
Submit 3	

- 1 .The student enters the number of Credit Hours he/she wants to reserve for the next semester.
- 2 . Click on the (Calculate Fees) option to display the amount required for these number of hours, including the semester registration fees.
- 3 . Check the number of required Credit Hours and proceed to make the payment as shown in the next section.

To pay the required fees, the student must go to the **(Fees and Payment Gateways)** option.

for Student

My Accounts 

Course Schedule 

▼ Grades 

Registration Services

Self Registration 

Academic Year 

Registration Dates 

Credit Hours Reservation 

"Fees and Payment Gateways" "NEW" 

Notes

Important Note: Please note that a financial penalty will be imposed on the student if he pays during the withdrawal and addition period

The student will show payment gateways as follows:

Student fees and payment gateways

Fees

JOD 1.000

STUDENT NAME : AHMAD AHMAD

STUDENT ID : 3090502230

SPECIFICATION: ENGLISH

** THESE REQUIRED FEES ARE REGISTRATION FEES IN ADDITION TO ALL PREVIOUS FEES THAT MAY YIELD FROM DIFFERENCES IN THE EXCHANGE RATE OR COMMISSIONS FROM TRANSFER OFFICES.



E-Fawateercom Payment gateway

.You can set up a bank transfer by hovering over the bank icon below and copying down the bank details

World Islamic Science & Education University (WISE)	اسم المستفيد (Beneficiary Name):
Jordan Islamic Bank	اسم البنك (Bank Name):
TAREQ - BRANCH	فرع البنك (Branch Name):
JORDAN - AMMAN	العنوان (Bank Address City - Country):
(JO 54 JIBA 0180 0021 7092 0410 4000 00)	رقم الحساب المصرفي الدولي IBAN بالدينار الأردني (IBAN in JOD):
(JO 64 JIBA 0180 0021 7092 0410 8400 06)	رقم الحساب المصرفي الدولي IBAN بالدولار الأمريكي (IBAN in US Dollar):
AMMAN - TAREQ	عنوان المستفيد (Address):
JIBAJOAMXXX	سويفت (Swift Code):

1. The student will be shown the required fees, which include the following:
 - Fees for the Reserved Credit Hours.
 - Semester registration fees.
 - Any other fees resulting from commissions deducted during the bank transfer or a difference in the exchange rate during the payment of fees for previous semesters.
2. Available Payments gateways

After paying the required fees for the next semester, the student goes to the (Self Registration) option as follows:

for Student

My Accounts

Course Schedule

▼ Grades

Registration Services

Self Registration

Academic Year

Registration Dates

Credit Hours Reservation

"Fees and Payment Gateways "NEW

Notes

Important Note: Please note that a financial penalty will be imposed on the student if he pays during the withdrawal and addition period

All Courses that a student can take are displayed as follows:

Available classes for student AHMAD AHMAD Second Semester 2025/2024

Registration Show current academic schedule

Courses in BLUE do not need to be re-registered and can be retaken to raise the grade.

Registered No	Instructor	Room	Class type	time from:to	day	Class No	C.H	Course Name	Course No	LineNo	select
Free course Required Credit Hours 3 taken 0											
There is no available classes											
Compulsory University Requirements Required Credit Hours 18 taken 0											
There is no available classes											
Faculty Requirements Required Credit Hours 21 taken 18											
70 من 3	(undefined)	(Online) منصة إلكترونية	Fully Online	11:30 10:00	sun	13	3	The Jurisprudence of Judiciary and Biography (1)	1202110	1652	☒ registered
70 من 2	(undefined)	(Online) منصة إلكترونية	Fully Online	14:30 13:00	sun	10	3	Sufism			☐
Compulsory Specialization Requirements Required Credit Hours 63 taken 15											
70 من 1	(undefined)	(Online) منصة إلكترونية	Fully Online	13:00 11:30	sun	10	3	The Jurisprudence of Vows, Oaths and Foods	1201213	1653	☒ registered
70 من 3	(undefined)	(Online) منصة إلكترونية	Fully Online	17:30 16:00	sat	5	3	Jurisprudence Foundations (2)	1201242	1650	☒ registered
70 من 2	(undefined)	(Online) منصة إلكترونية	Fully Online	16:00 14:30	sun	8	3	The Foundations of Ifta and the Purposes of Jurisprudence	1202320	1655	☒ registered
Elective Specialization Requirements Required Credit Hours 6 taken 0											
There is no available classes											
Supportive Specialization Requirements Required Credit Hours 12 taken 3											
70 من 4	(undefined)	(Online) منصة إلكترونية	Fully Online	13:00 11:30	sun	12	3	Sciences of Hadith	0		☐
Elective University Requirements (Required Credit Hours: 9)											
Humanities and Islamic sciences Field Required Credit Hours 3 taken 0											
There is no available classes											

The student chooses courses he/she wants to register for by selecting them and clicking on the check box as shown in the image above.

After completing the selection of the required courses, the student's study schedule is reviewed according to his previous choices.

Reg count	Instructor	Room	DateBegin:From	Days	Class No	C.H	Course	Course No	Line No	
	(undefined)	منصة إلكترونية (Online)	17:30 16:00	sat	5	3	Jurisprudence Foundations (2)	1201242	1650	cancel
	(undefined)	منصة إلكترونية (Online)	16:00 14:30	sun	8	3	The Foundations of Ifta and the Purposes of Jurisprudence	1202320	1655	cancel
	(undefined)	منصة إلكترونية (Online)	13:00 11:30	sun	10	3	The Jurisprudence of Vows, Oaths and Foods	1201213	1653	cancel
	(undefined)	منصة إلكترونية (Online)	11:30 10:00	sun	13	3	The Jurisprudence of Judiciary and Biography (1)	1202110	1652	cancel
						12	Total Credit Hours			

1 

.The courses will not be saved until you submit [click here to submit](#)

2 

- 1 .The student can cancel one of the courses he/she has chosen to register for another one instead.
- 2 .When the schedule is finally checked by student, the student must click on the option (**Click here to submit**) to save.

Thus, the student becomes registered for the courses for the next semester.

First: Login to the e-learning platform

Step 1: Log in to the Student Portal

- Enter your username and password

Step 2: Go to "My Accounts Details"

- Take your username and password for E-learning account

Step 3: Click on the e-Learning Tab to go to the e-learning platform

The screenshot displays the Student Portal interface. On the left, a sidebar menu for the student includes options like 'My Accounts' (highlighted with a red arrow), 'Course Schedule', 'Study Plan', 'Penalties', 'Grades', and 'Services'. The main area is divided into 'Registration Services' (Self Registration, Available Classes, Registration Dates, Exams Dates, Level Exam Dates, Credit Hours Reservation) and 'Fees and Payment Gateways'. On the right, a login section features a university logo, a text input field, a 'Specification' dropdown, a 'Student ID' input field (containing '32'), and a '@std.wise.edu.jo' email domain. A 'Logout' button is below the login fields. At the bottom right, a vertical menu includes 'اللغة العربية', 'Change Password', 'Evaluate Instructors', 'E-Learning Portal' (highlighted with a red arrow), 'Email', and 'Help Portal'. A 'Notes' section at the bottom left contains an important note about financial penalties.

for Student

Registration Services

Self Registration

Available Classes

Registration Dates

Exams Dates

Level Exam Dates

Credit Hours Reservation

Fees and Payment Gateways **NEW**

Schedule

Notes

Important Note: Please note that a financial penalty will be imposed on the student if he pays during the withdrawal and addition period

على صفحة الجامعة

Specification

المدة الحثي

Student ID

32 @std.wise.edu.jo

Logout

اللغة العربية

Change Password

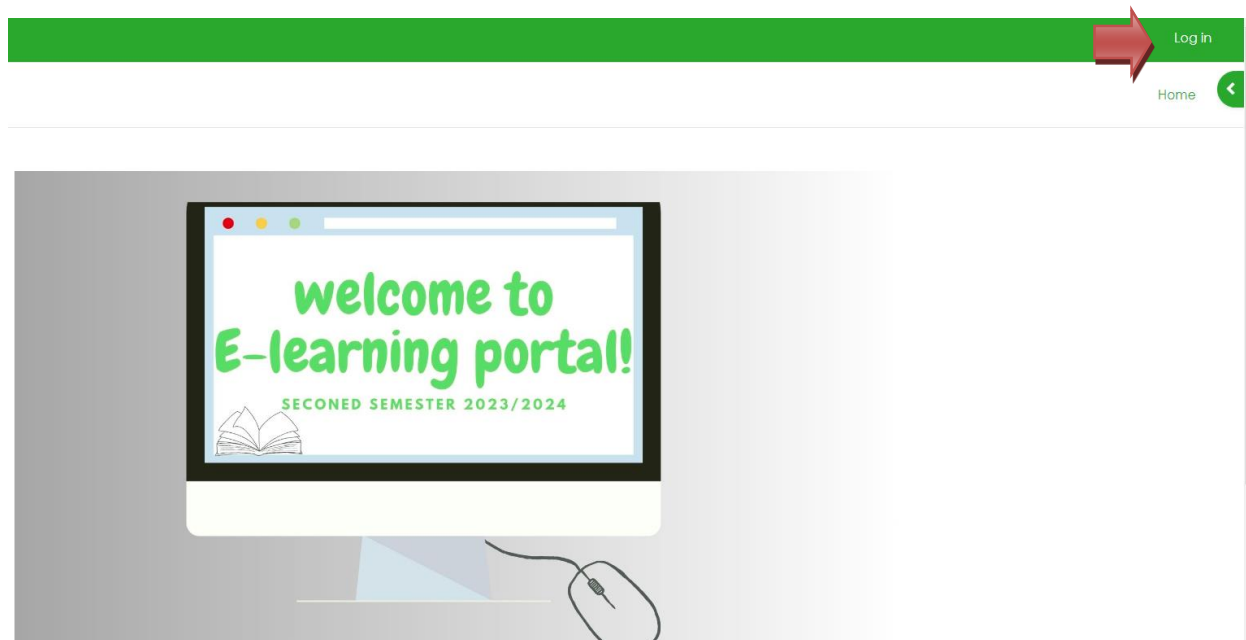
Evaluate Instructors

E-Learning Portal

Email

Help Portal

The following Picture represents the home page of the e-learning platform. To be able to access the platform, you must log in.



The student is allowed to enter the e-learning platform by entering his university number in the user name and password fields, then pressing the log in button.

The password for the e-learning platform is set on the academic services
** portal.



The World Islamic Sciences & Education University W.I.S.E

Log in

[Lost password?](#)

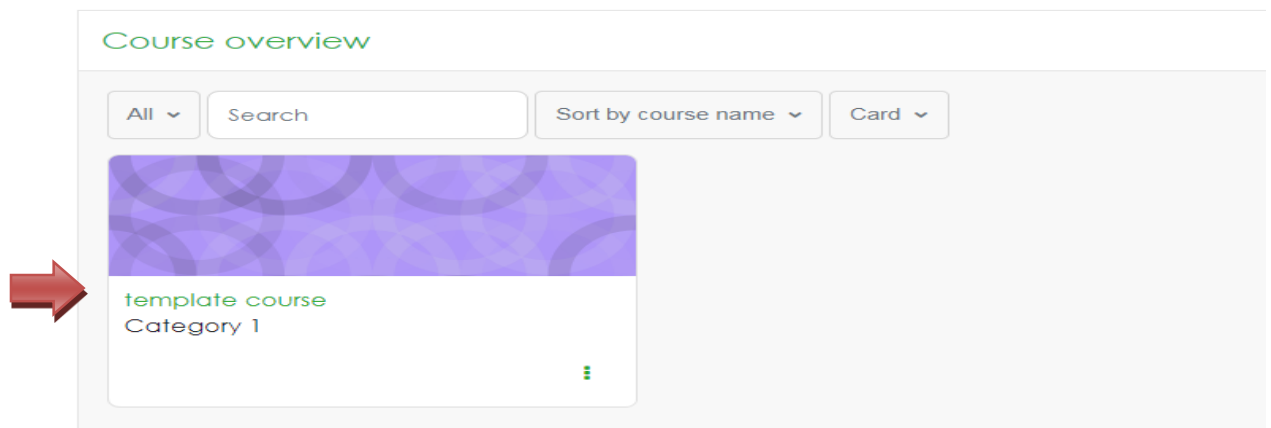
Some courses may allow guest access

Log in as a guest

Cookies notice

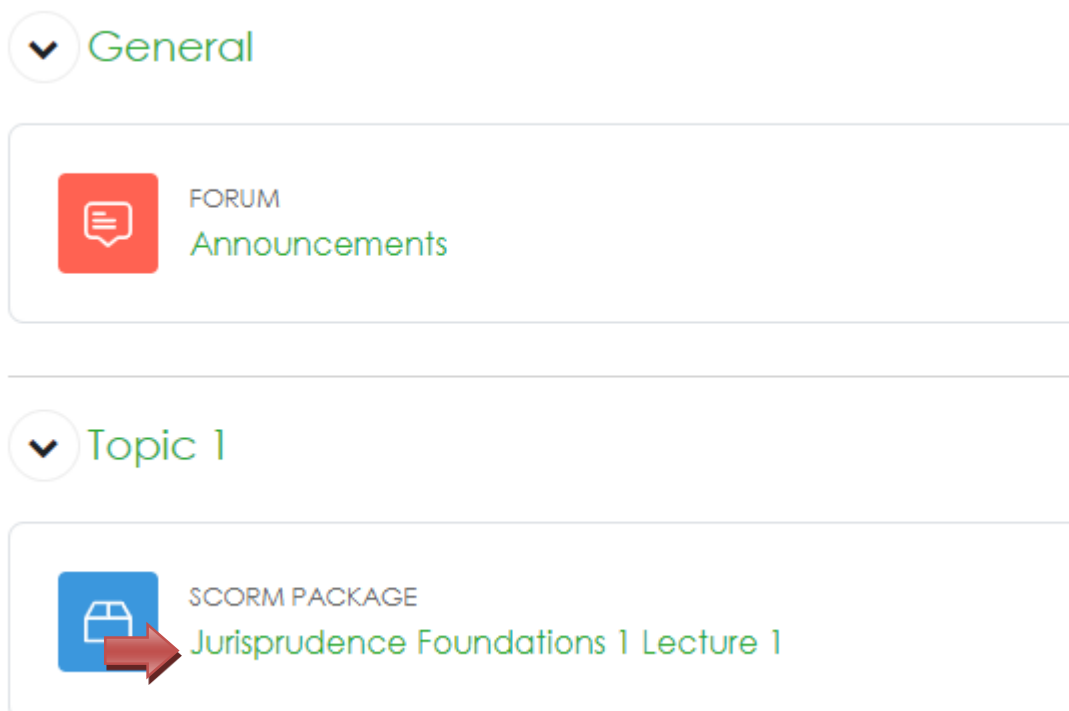
*You are now inside the platform so that the courses for this semester appear to you in Course overview. Click on the course you want

Welcome back, student3! 🙌



Second: To view the lecture related to the course

Click on (The name of the lecture) as shown in the following Picture



Then click **Enter**

3844_10

Jurisprudence Foundations 1 Lecture 1



SCORM PACKAGE

Jurisprudence Foundations 1 Lecture 1

Mark as done

Preview

Enter



☐ Start a new attempt

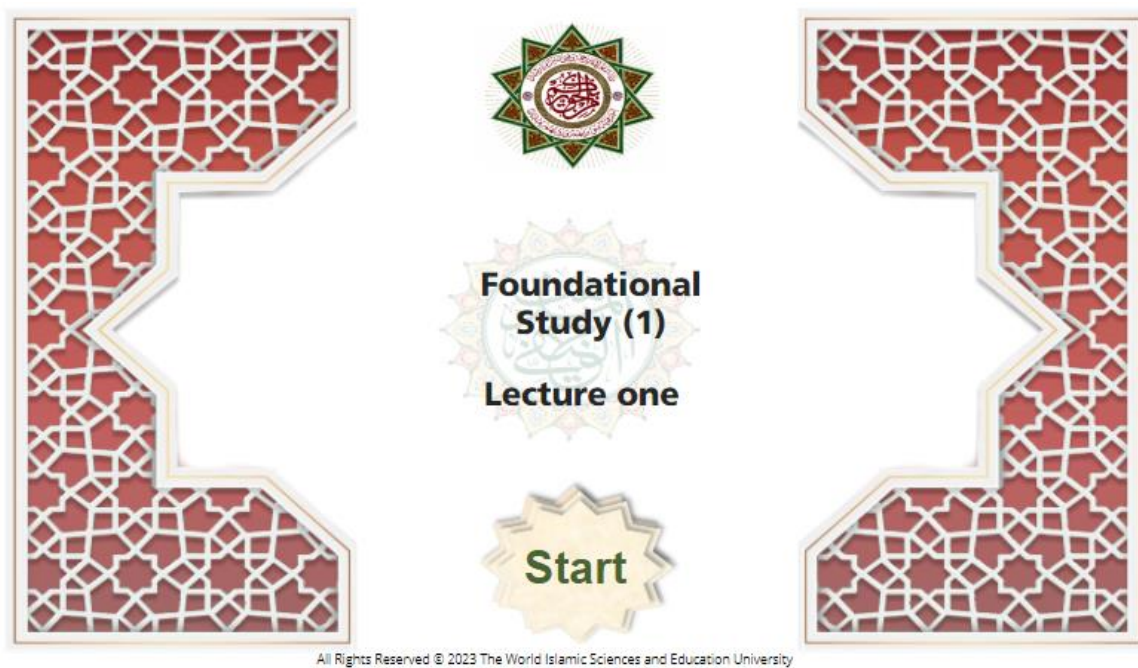
Number of attempts allowed: Unlimited

Number of attempts you have made: 1

Grade for attempt 1: 0%

Grading method: Highest attempt

Grade reported: 0%



Step 1: Click on the "**Start**" button

Step 2: Attend the Introduction

Step 3: Attend the Lecture Topics (There are three topics)

Step 4: Attend the Summary

Step 5: Complete the Activities

Activities: After the summary, activities related to the lecture will appear Complete these activities

Step 6: Answer the Questions

Questions: After the activities, you will find a set of questions to answer. Read each question carefully and respond based on what you learned in the lecture.

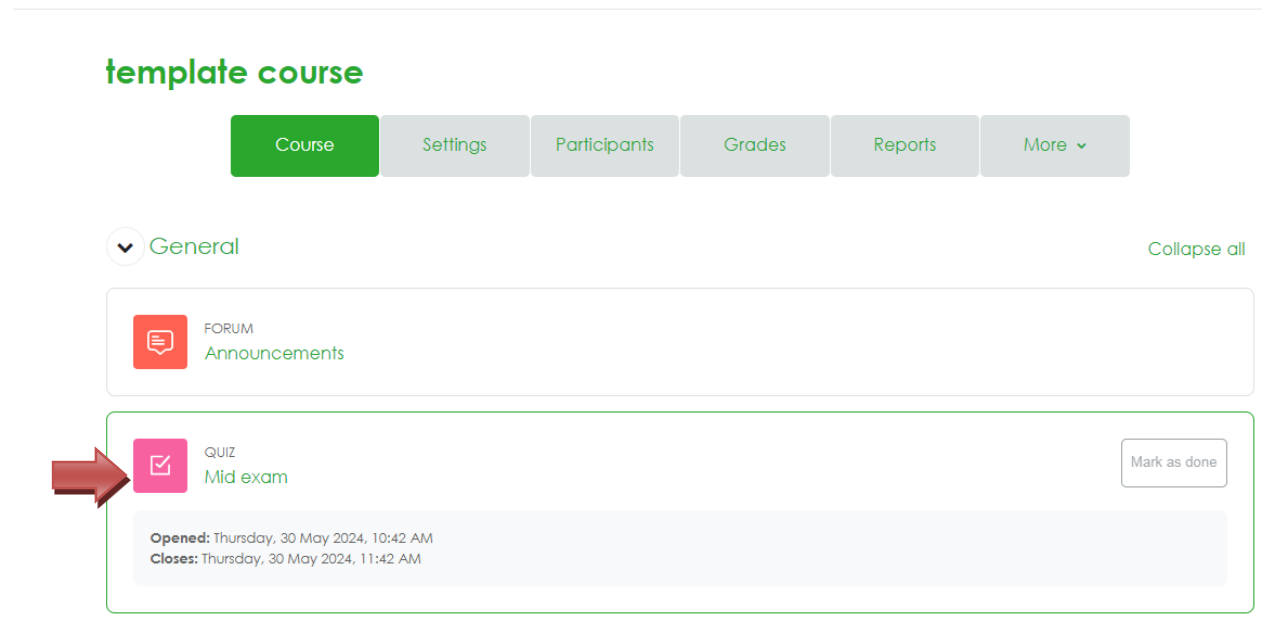
Step 7: Submit Your Answers

Submit: Once you have completed the activities and answered the questions, click on the "**Send your answer**" button to send your responses to the instructor

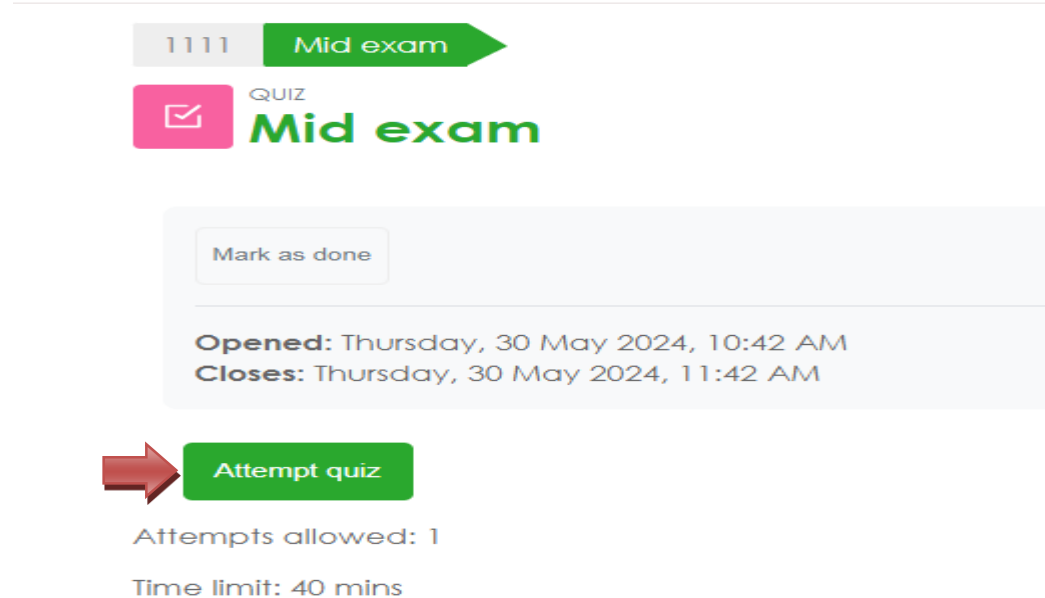
Then click Exit activity

Third: Submitting Exams

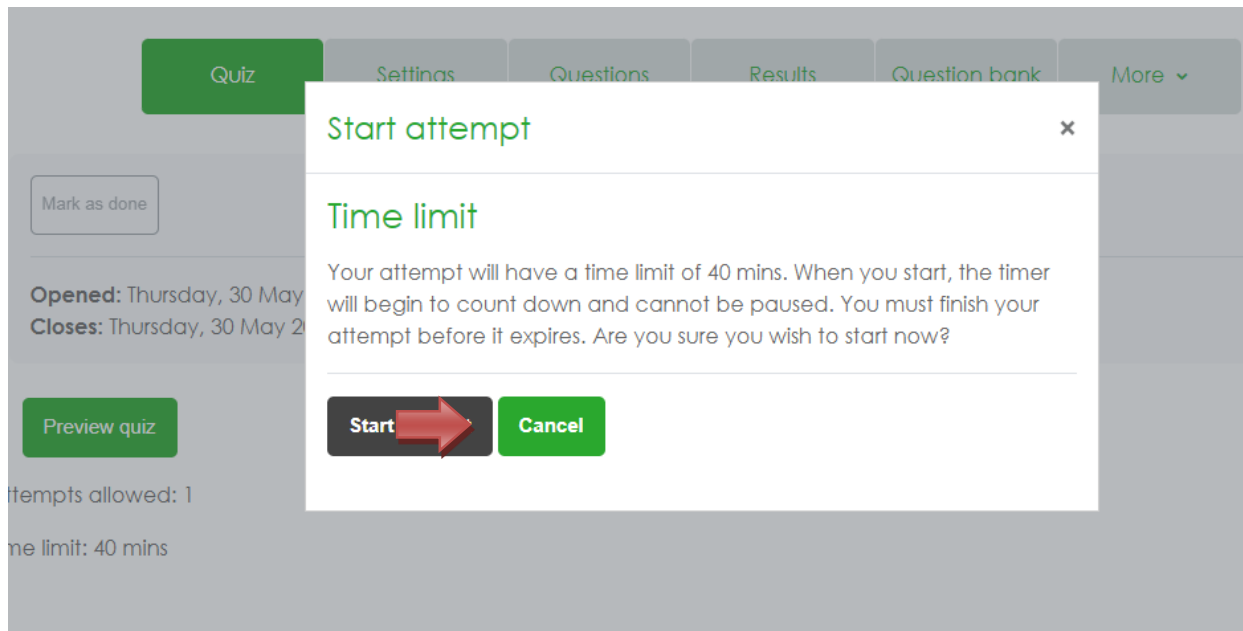
The exam will appear to the student at the specified time (example: we click on the Mid exam) as in the following Picture:



Then the student will be shown the exam confirmation screen *
(**Attempt quiz**) as in the following Picture:



*After clicking on **Attempt quiz**), the (**Start attempt**) screen will appear, as in the following Picture:



-After completing the answers to the questions, click on

Finish attempt ...

The following screen appears

Mid exam

Summary of attempt

Question	Status
Question No.	
1	Not yet answered
Return to Exam	Return to attempt

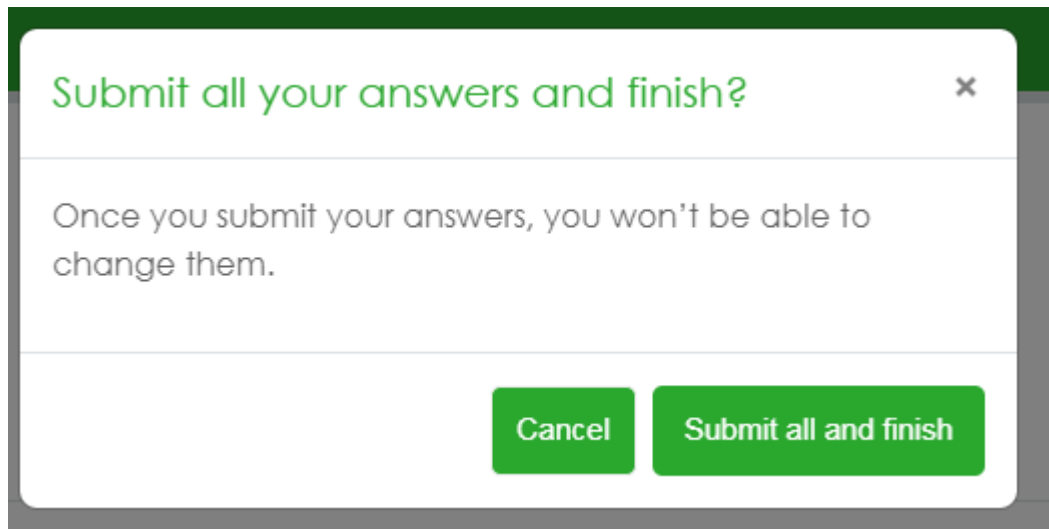
It shows whether the question has been answered. The student can return to the question by

This attempt must be submitted by Thursday, 30 May 2024, 11:40 AM.

Finish Exam

Submit all and finish

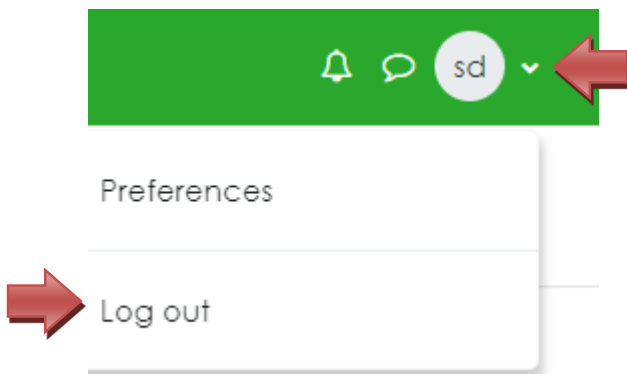
When you click on Submit all finish, the page confirming the completion of the exam appears as in the following Picture



-When you click on **Submit all and finish**, the exam ends.

Fourth: To exit the e-learning platform

- **Click on the arrow at the top of the screen, and the following options will appear:**



*And then click Log out to exit the platform.