

**Deanship of Admissions & Registration  
Office of the University Registrar**

**Registration Events for term 252**

**Undergraduate Students**

| Class Level (As of term 252)                | Day               | Date  | Registration Timings  |
|---|-------------------|---|---|
| Senior only                                 | Tuesday           | 6 <sup>th</sup> Jan 2026                    | 9 AM - 10:30 AM   |
| Junior only                                 | Tuesday           | 6 <sup>th</sup> Jan 2026                    | 10:45 AM - 12:15 PM   |
| Sophomore only                              | Tuesday           | 6 <sup>th</sup> Jan 2026                    | 12:30 PM - 2 PM   |
| Freshmen & Newly promoted Freshmen Students | Tuesday           | 6 <sup>th</sup> Jan 2026                    | 2:15 PM - 3:45 PM   |
| All Undergraduate Students                  | Tuesday - Tuesday | 6 <sup>th</sup> - 13 <sup>th</sup> Jan 2026 | From Tuesday, 6 <sup>th</sup> Jan (4 PM onwards)<br>until<br>Tuesday, 13 <sup>th</sup> Jan (up to 11:59 PM)<br>(at all times) |

**Graduate Students**

| Students' Category    | Day               | Date  | Registration Timings  |
|-----------------------|-------------------|---|---|
| All Graduate Students | Tuesday - Tuesday | 6 <sup>th</sup> - 13 <sup>th</sup> Jan 2026 | From Tuesday, 6 <sup>th</sup> Jan (4 PM onwards)<br>until<br>Tuesday, 13 <sup>th</sup> Jan (up to 11:59 PM)<br>(at all times) |

**Important Note:**

- All Preparatory, Undergraduate, and Graduate students (excluding those registered in Coop/Internship or enrolled in exchange program in term 252) are required to submit their [registration confirmation via the KFUPM portal from Sunday, 11<sup>th</sup> Jan 2026 \(starting at 8 AM\) until Tuesday, 13<sup>th</sup> Jan 2026 \(until 11:59 PM midnight\)](#).
- From Wednesday, 14<sup>th</sup> Jan 2026 until Thursday, 22<sup>nd</sup> Jan 2026, all college-level students will be able to submit course drop requests through the portal (using the "Submit Course Drop Request" link). Students should later check the portal to verify whether their drop request has been approved and processed.
- Undergraduate students can view their class level for term 252 via the portal (under the Registrar Services tab, Registration link).
- Preparatory students will be assigned preparatory courses by the Office of the University Registrar and will receive registration instructions via email. Also, preparatory students eligible to register in freshmen courses will receive separate email later.