



User Manual Guide

Study in Saudi

Student Version

TABLE OF CONTENT

Introduction 03

Register on Study In Saudi Portal 04

Fill out Profile 11

Submit Study Request Application 14

Filling up Educational Visa by Applicant 25

Submit of a Short Program Application by the Student 31



Introduction

Study in Saudi

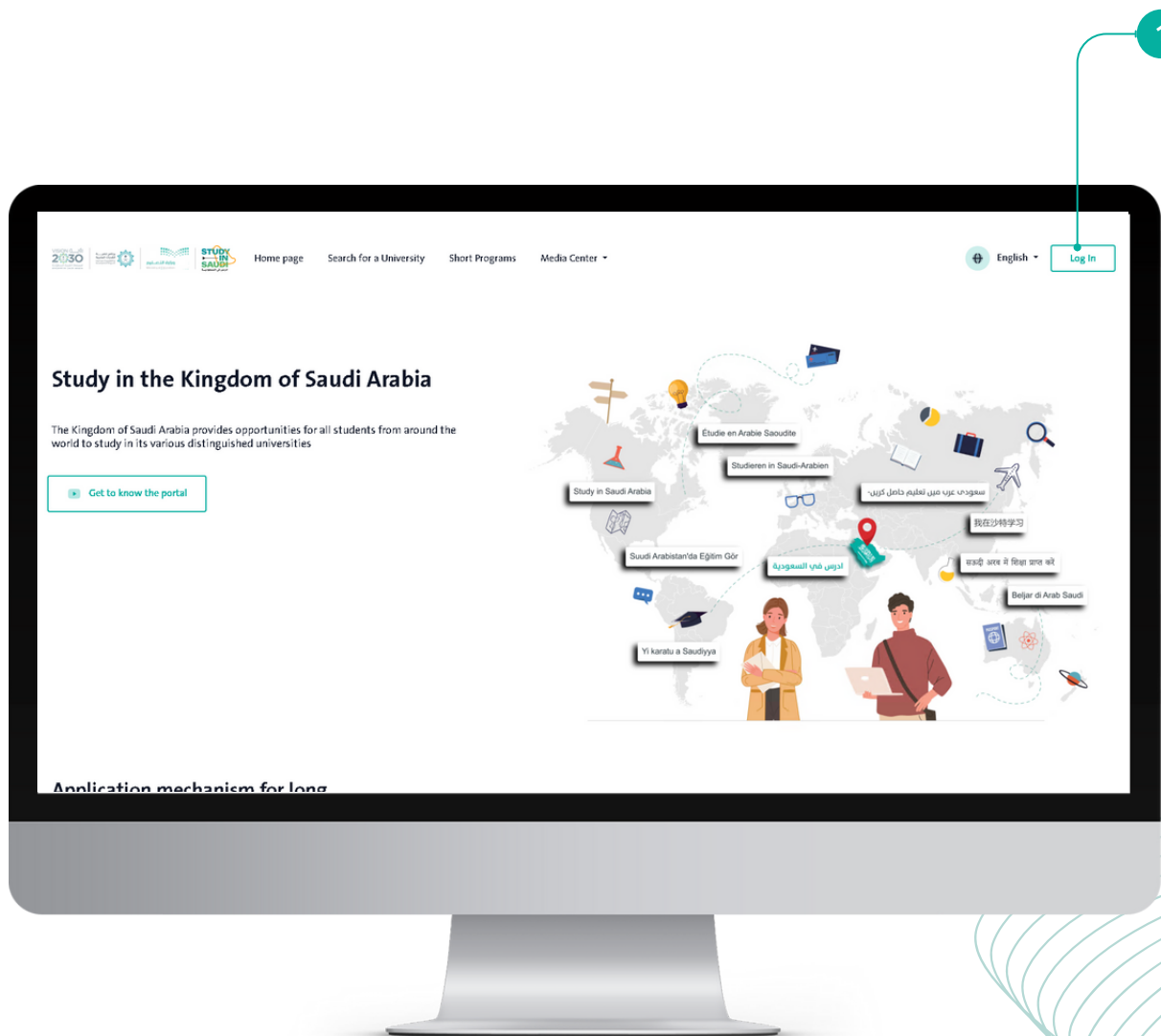
A service that provides a unified portal for submitting and processing Academic study applications submitted by the Ministry of Education and its institutions to study in Saudi public university education institutions. It aims to make the Academic application process for study opportunities for advanced students easier and more flexible.

<https://studyinsaudi.moe.gov.sa/>

Register on the Study In Saudi Portal

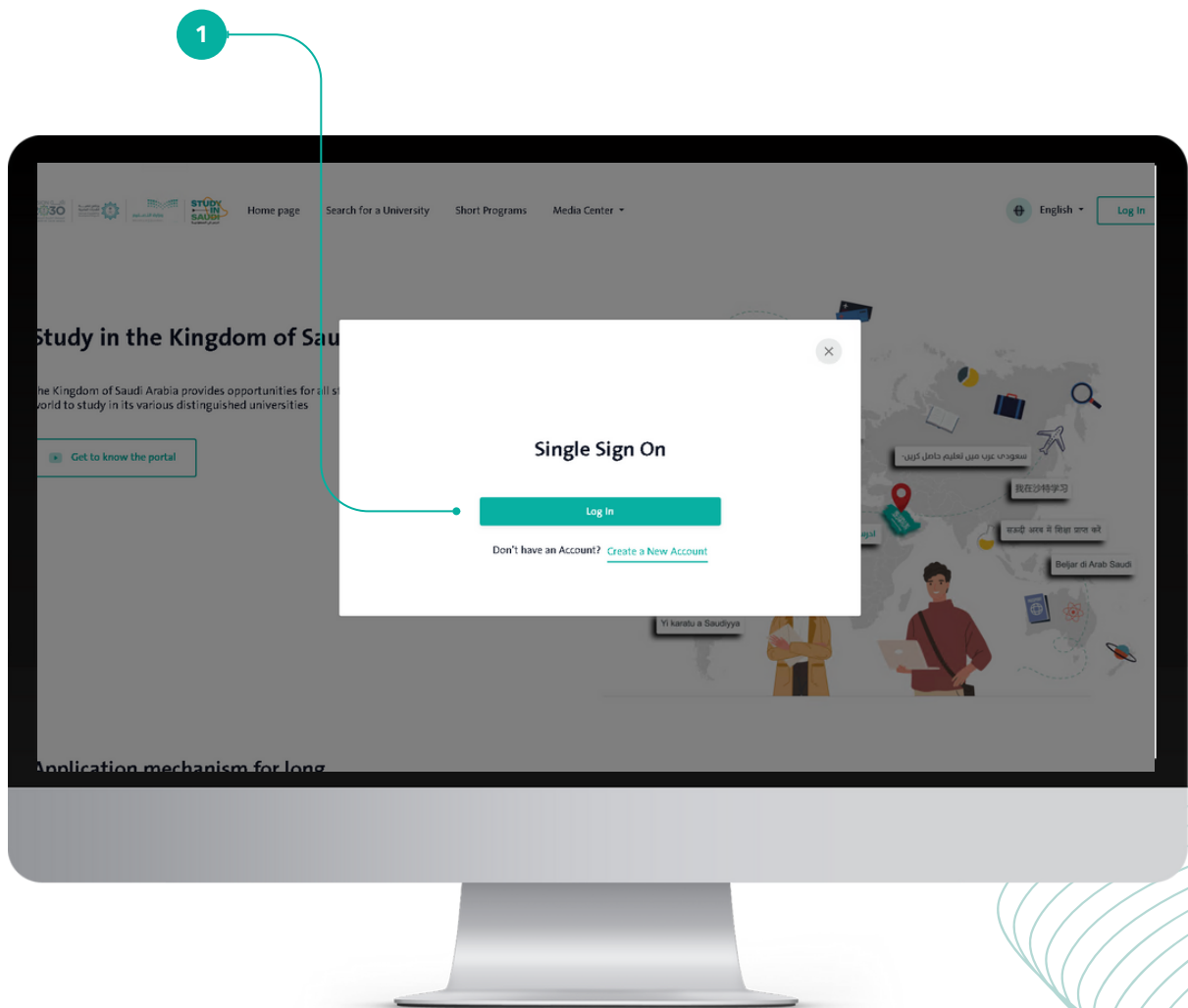
1 To apply for a "Study In Saudi" in the Kingdom of Saudi Arabia, click on the following link: <https://studyinsaudi.moe.gov.sa>

Then click on the login icon if you are already registered.



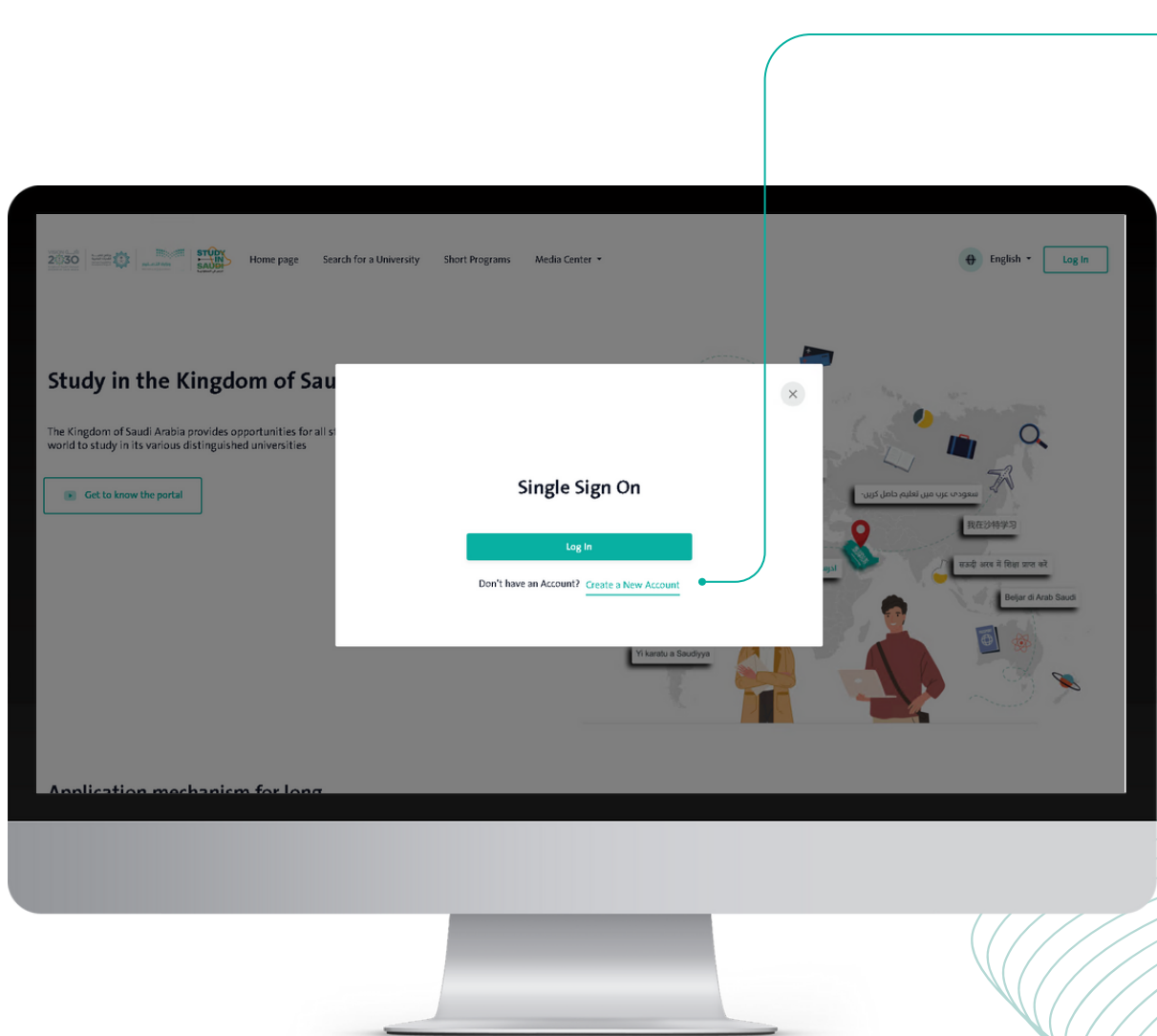
Register on the Study In Saudi Portal

- 1 If you have an account in [Study In Saudi](#) portal, click on Log in icon, enter username and password



Register on the Study In Saudi Portal

- 1 If you do not have an account in [Study In Saudi](#) portal, click on the New User icon



Register on the Study In Saudi Portal

- 1 Choose the type of ID required and complete the information.

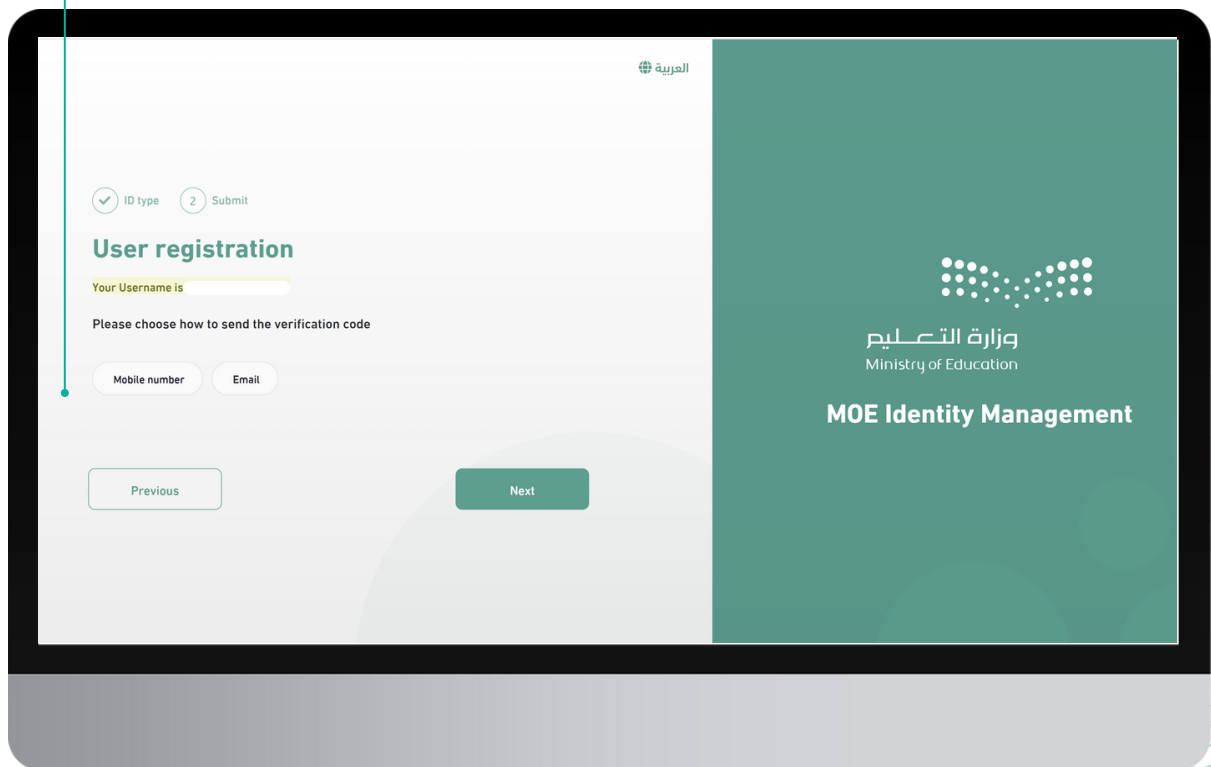
The screenshot shows a registration form titled "Create a new account" on a computer monitor. The form is part of the "MOE Identity Management" system, as indicated by the logo and text on the right side of the screen. The form includes the following fields and options:

- Identity Type***: Three radio buttons are visible: "National ID" (selected), "Iqama ID", and "Other". A callout bubble with the number "1" points to the "National ID" button.
- ID***: A text input field.
- Date of birth (Gregorian)***: A date input field.
- Date of birth (Hijri)***: A date input field.
- Visual code***: A text input field with a note: "Visual code letters are case-sensitive". A visual code "6REw" is displayed next to the field.
- Buttons**: "Cancel" and "Next" buttons are located at the bottom of the form.

The right side of the monitor displays the MOE logo and the text "وزارة التعليم Ministry of Education MOE Identity Management".

Register on the Study In Saudi Portal

1 Choose how to send the verification code.



Register on the Study In Saudi Portal

- 1 Enter the verification code sent to the email/mobile.

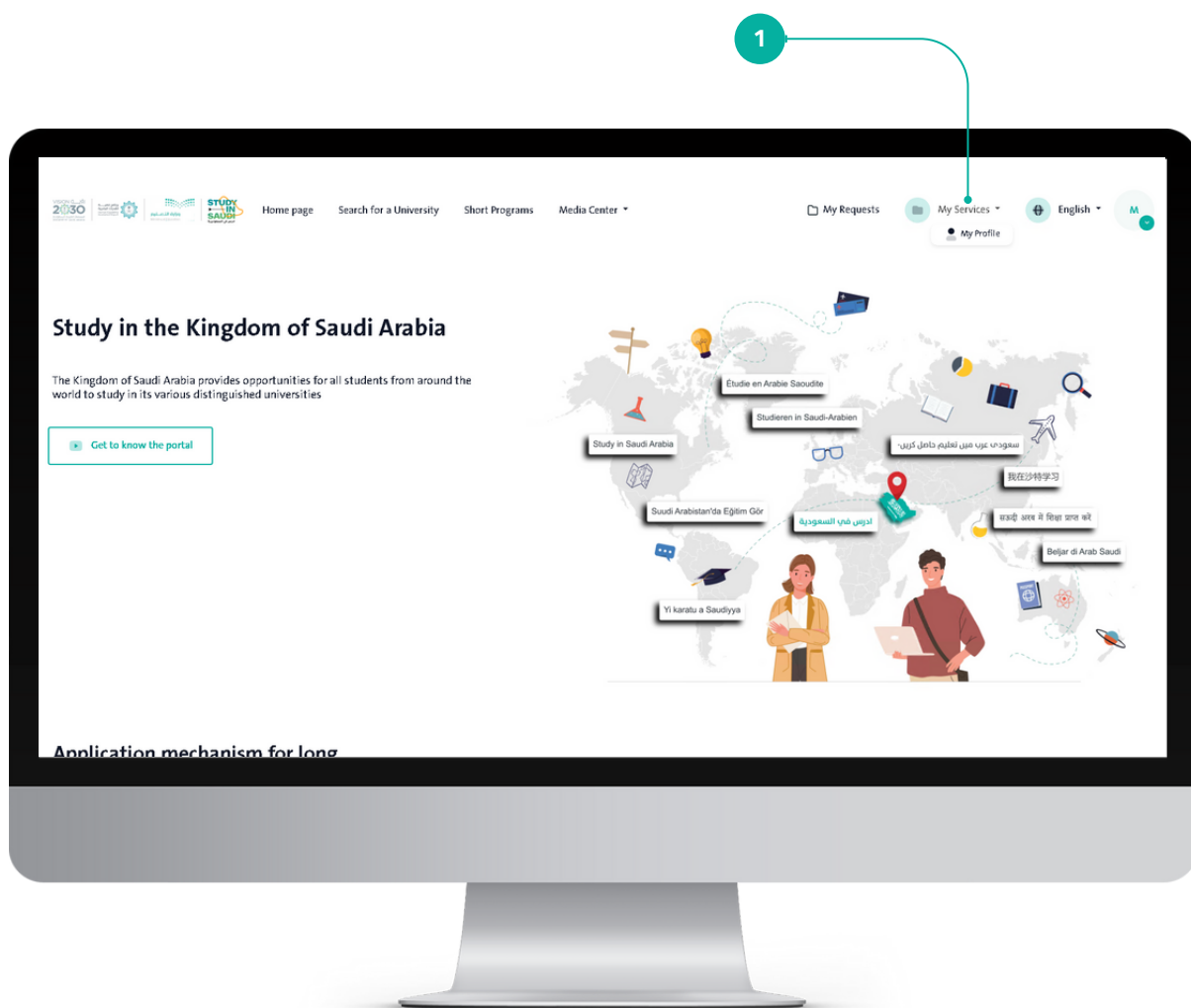


Register on the Study In Saudi Portal

- 1 A verification code will be sent to your registered email.
- 2 After entering the verification code, you will receive an email to activate the user and set the password, Click on the reset password link.

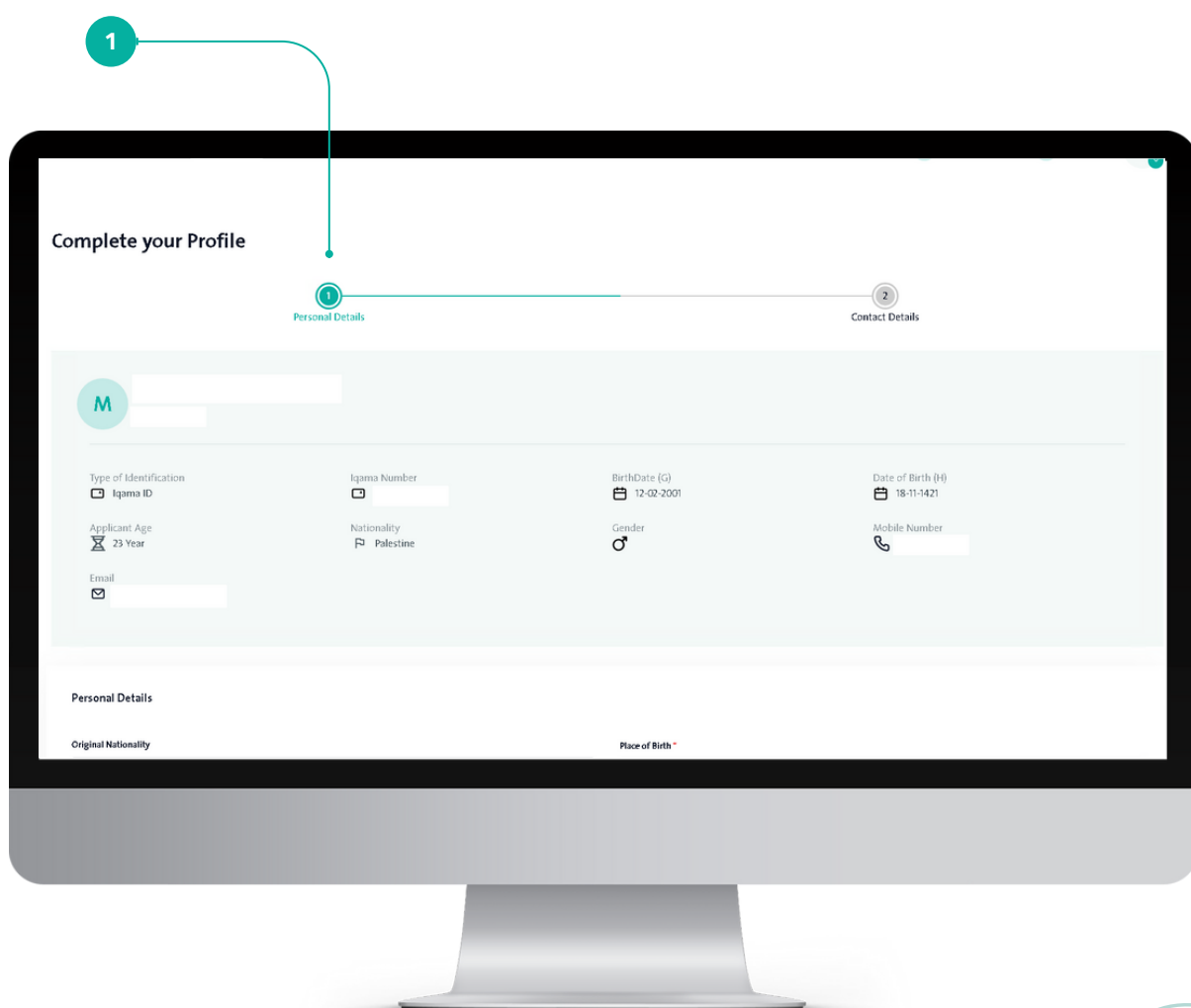
Fill out Profile

- 1 After logging in, click on the **My Services** icon and then **My Profile** to fill out the profile.



Fill out Profile

- 1 The information entered at the account creation stage appears and the user must complete other personal data and then click [Save and Continue](#)



Fill out Profile

- 1 Fill in the contact information and then clicks [Save](#).

Note: You must enter your personal data correctly. If you do not have a Twitter or Facebook account, please write "None."

Complete your Profile

Personal Details **2** Contact Details

Address And Contact Details

Alternative mobile number

Geographic location

Region

Governorate/City

Neighborhood

Street

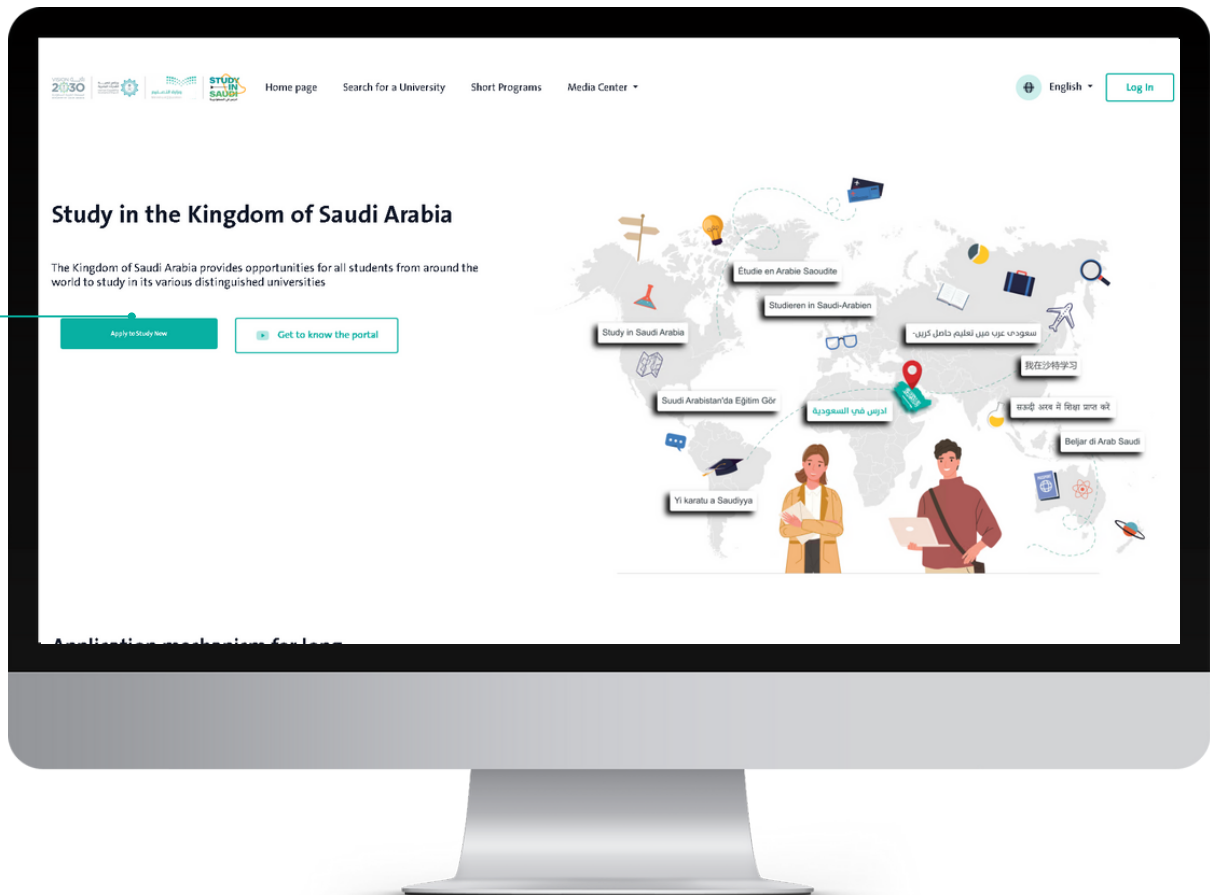
Submit Academic Application Service



Submit Study Application

- 1 After creating the account and filling out the personal file, go to the home page and click on the [Apply to study now](#) icon to submit a study application

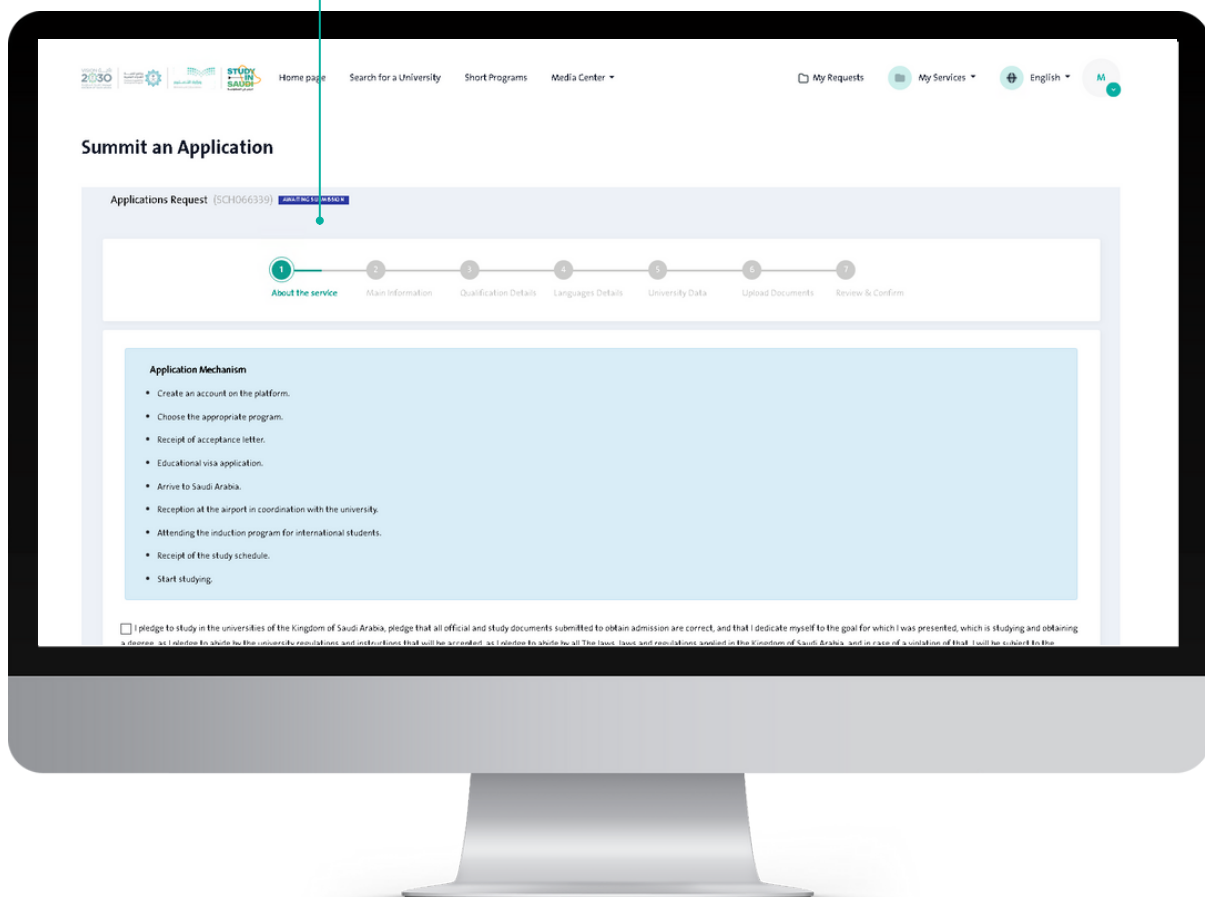
1



Submit Study Application

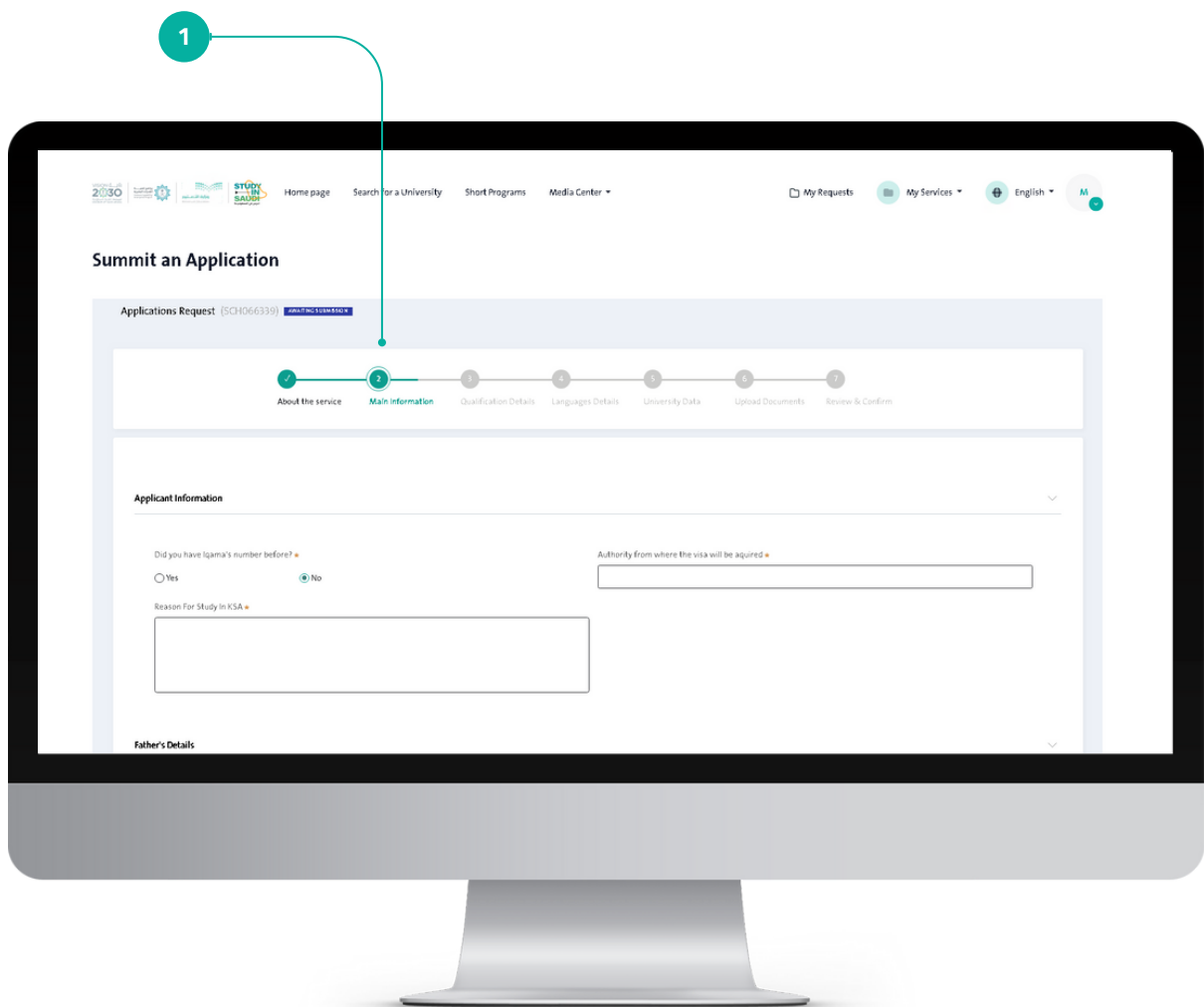
- 1 After clicking on the new study application icon, you must agree to the terms and conditions, then select the study type request, then click Save and Continue.

1



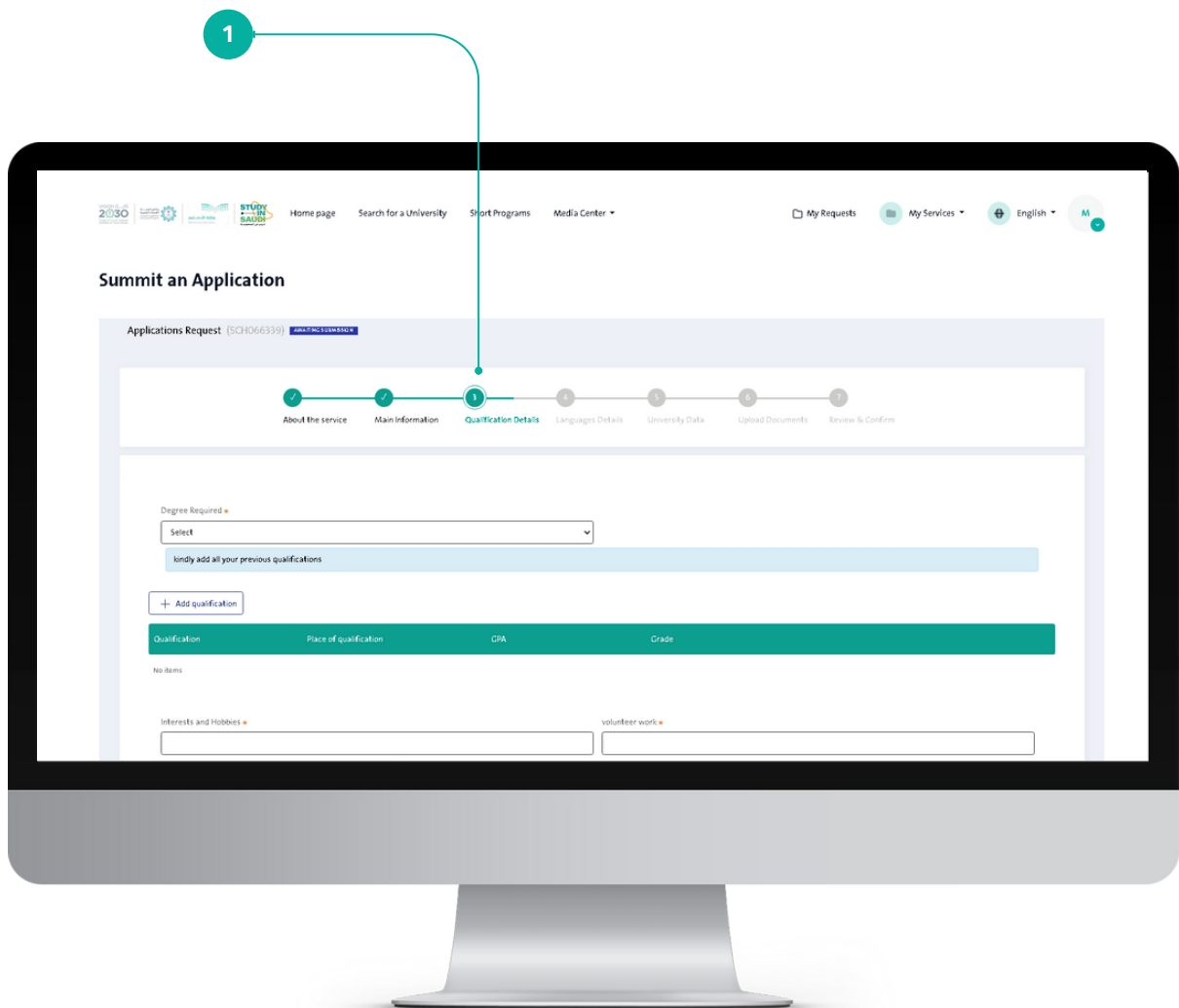
Submit Study Application

- 1 In the second step, you must fill out the basic data for the Academic application, then click [Save and Continue](#).



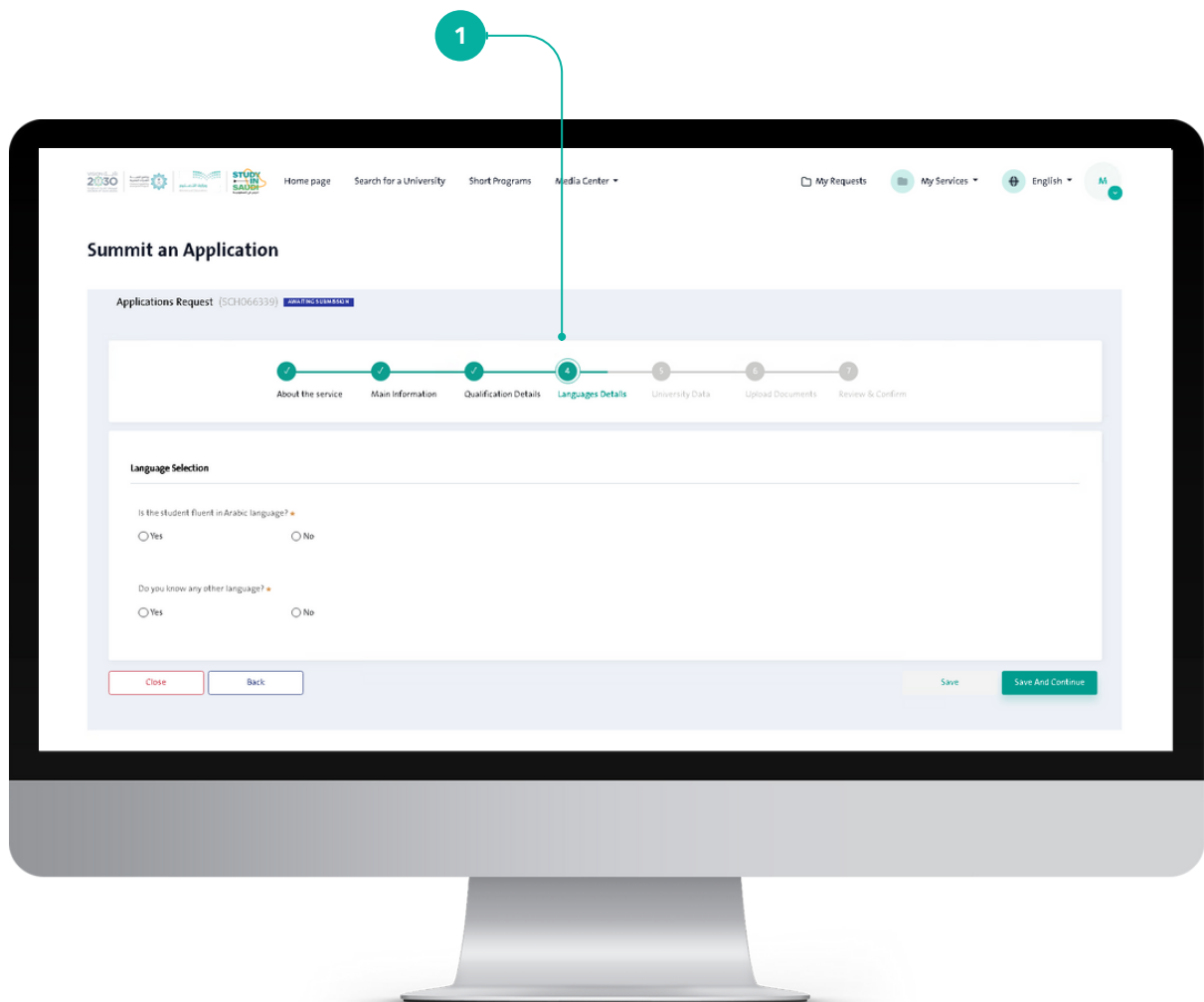
Submit Study Application

- 1 In the third step, you must fill in the academic qualifications data, then click on [Save and Continue](#)



Submit Study Application

- 1 In the fourth step, you must fill in the data for the languages and the level of proficiency, then click on **Save and Continue**



Submit Study Application

- 1 In the fifth step, you must fill in the desired data, then click **Save and Continue**
- 2 From the Add University icon, enter the universities where you would like to receive the study request.

Select University

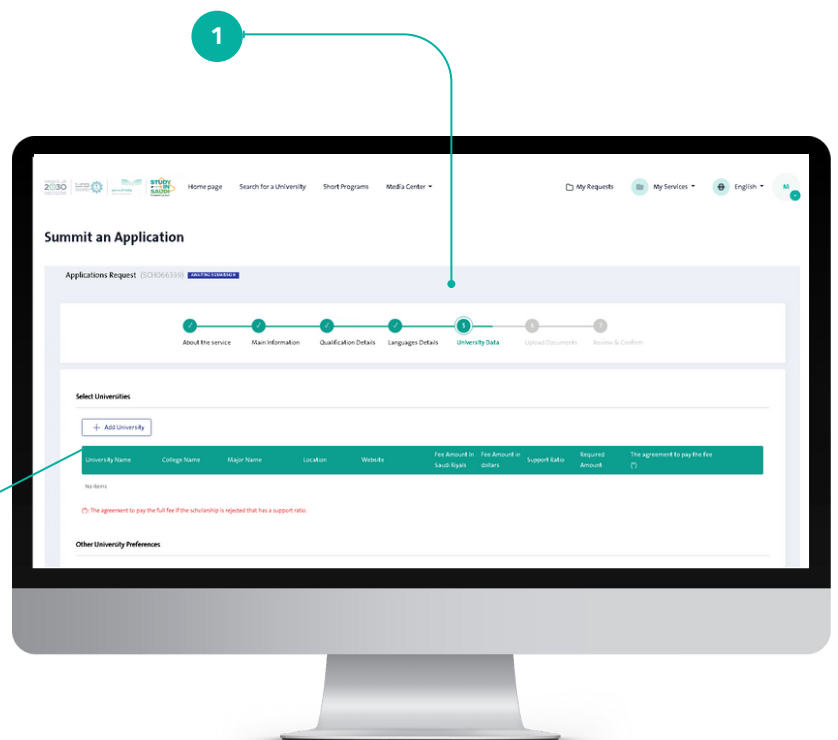
You can only select 3 colleges

Paid studies are available if you are not accepted for a scholarship that has a support rate

University Name *

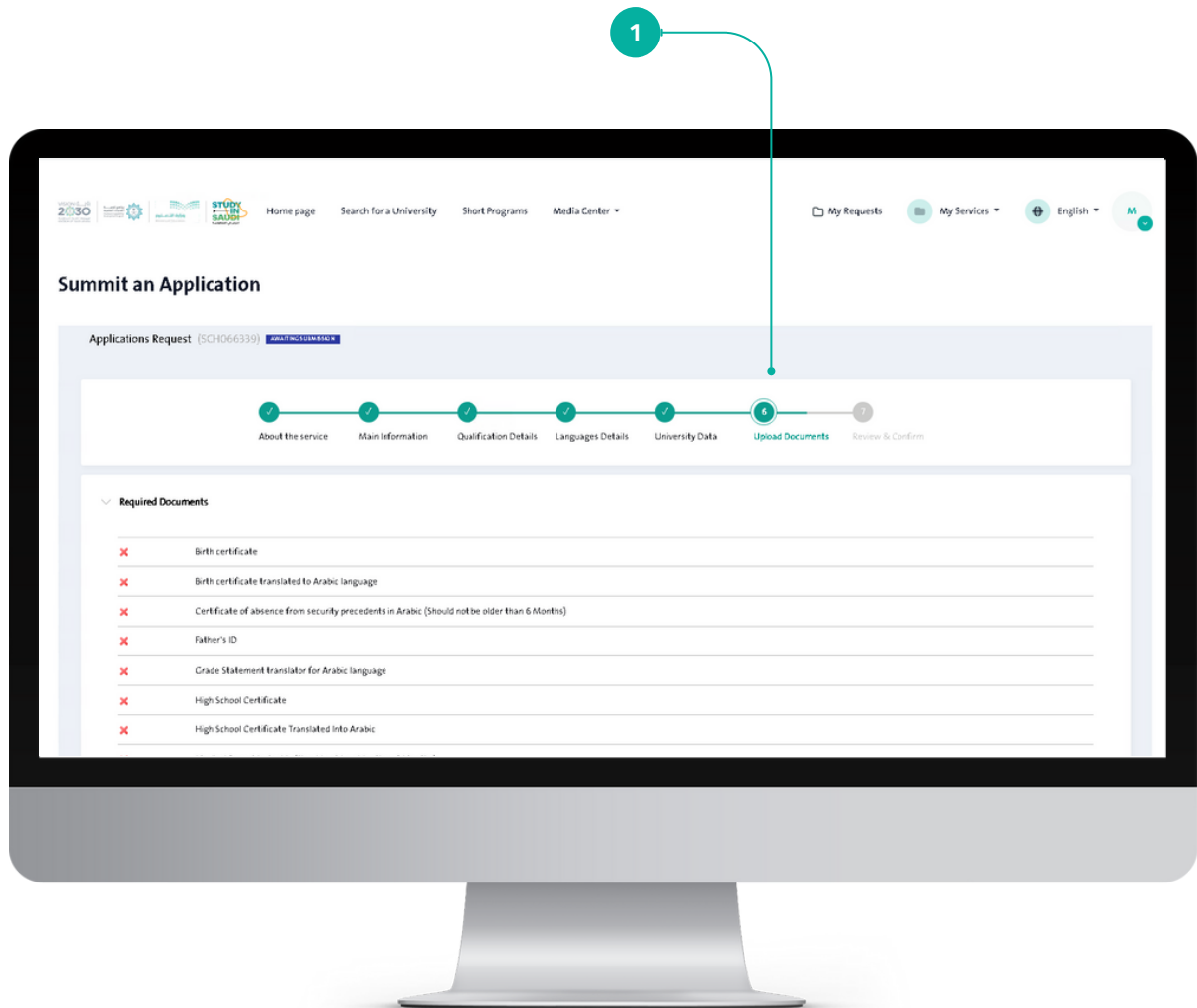
Taibah University I agree to pay the full fee if the scholarship is rejected that has a support ratio

College Name	Location	Fee Amount In Saudi Riyals	Fee Amount in dollars	Support Ratio	Required Amount
<input type="checkbox"/> College of Science and Arts	Al-Ula Governorate	5	1	0	5
<input type="checkbox"/> College of Arts and Humanities	Almadinat Almunawara City	0	0	0	0
<input type="checkbox"/> College of Arts and Humanities	Yanbu Governorate	0	0	0	0



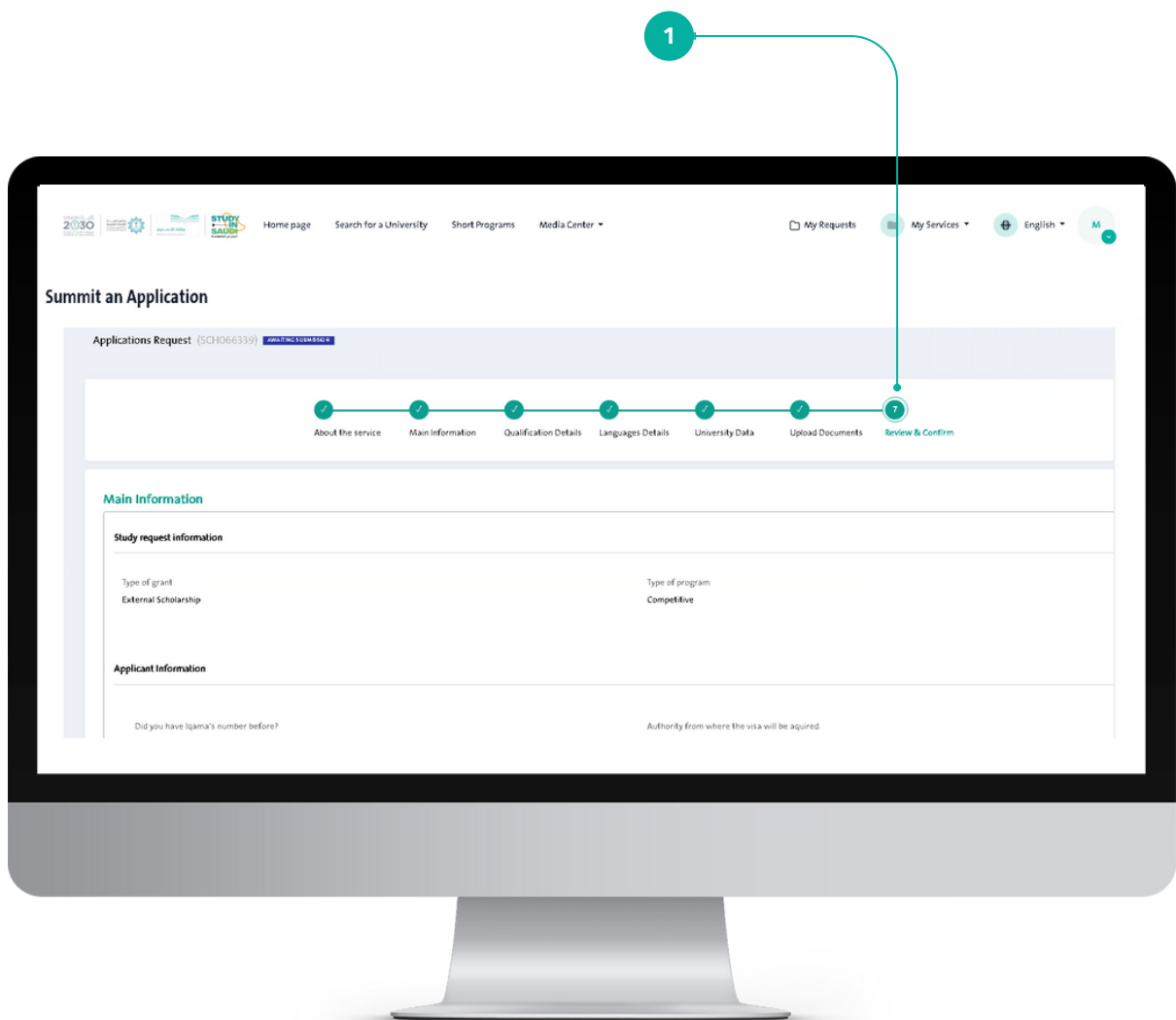
Submit Study Application

- 1 In the sixth step, you must attach the required attachments, then click [Save](#) and [Continue](#)



Submit Study Application

- 1 In the last step, you must review the application information and then click **Submit**

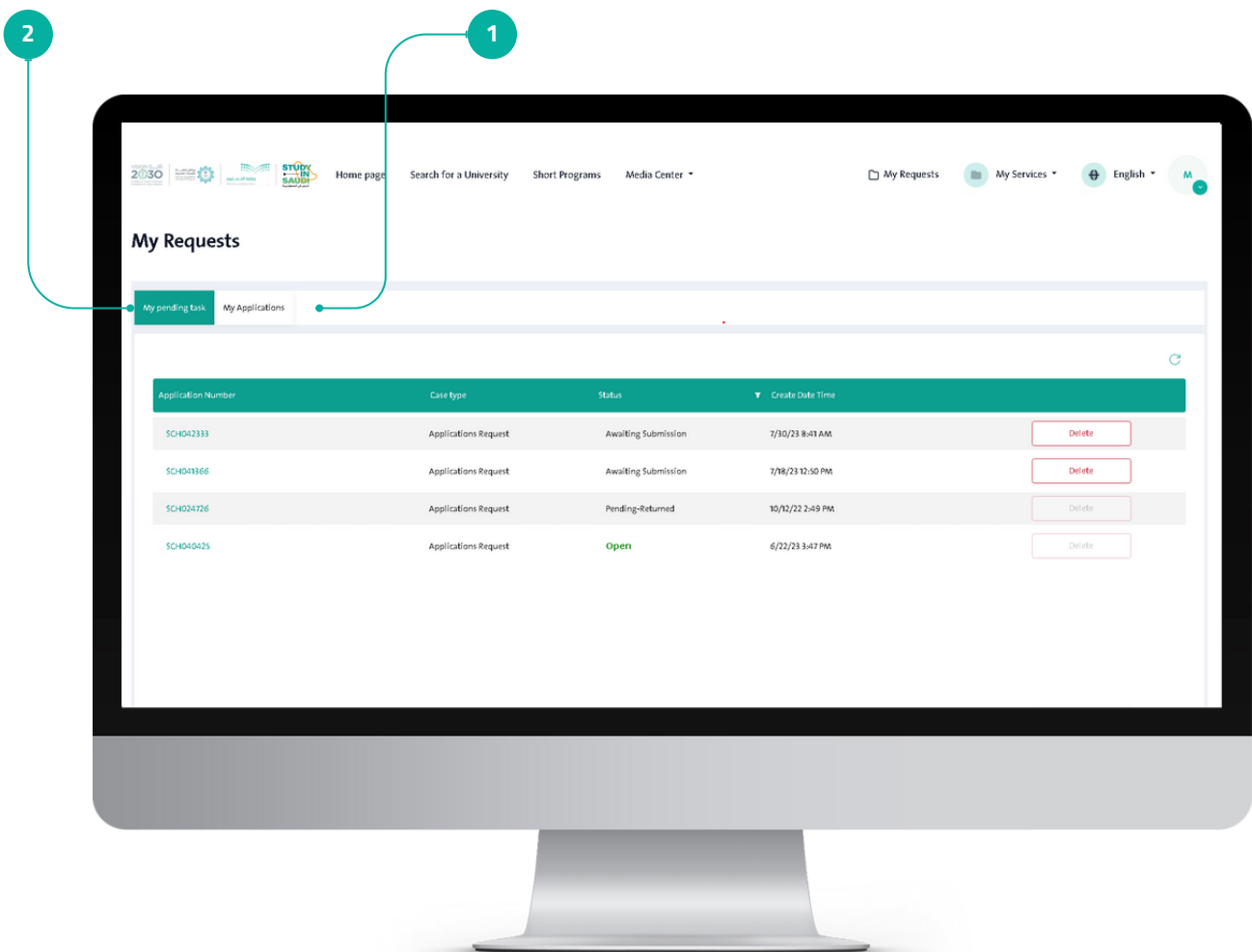


Follow-up Academic Application Service



Follow-up Academic Application

- 1 In **My Applications** icon, you will find the study applications sent by you and their status.
- 2 study request applications that have been returned to you or, those requests that has not been completed will also appear in **My Tasks**, and you can delete them.



Filling up Educational Visa by Applicant



Filling up Educational Visa by Applicant

SUBMIT ACADEMIC APPLICATION/EDUCATION VISA APPLICATION

To submit an Academic application for an educational visa, the applicant must fulfill the conditions and information of the application submitted in three steps, which are:

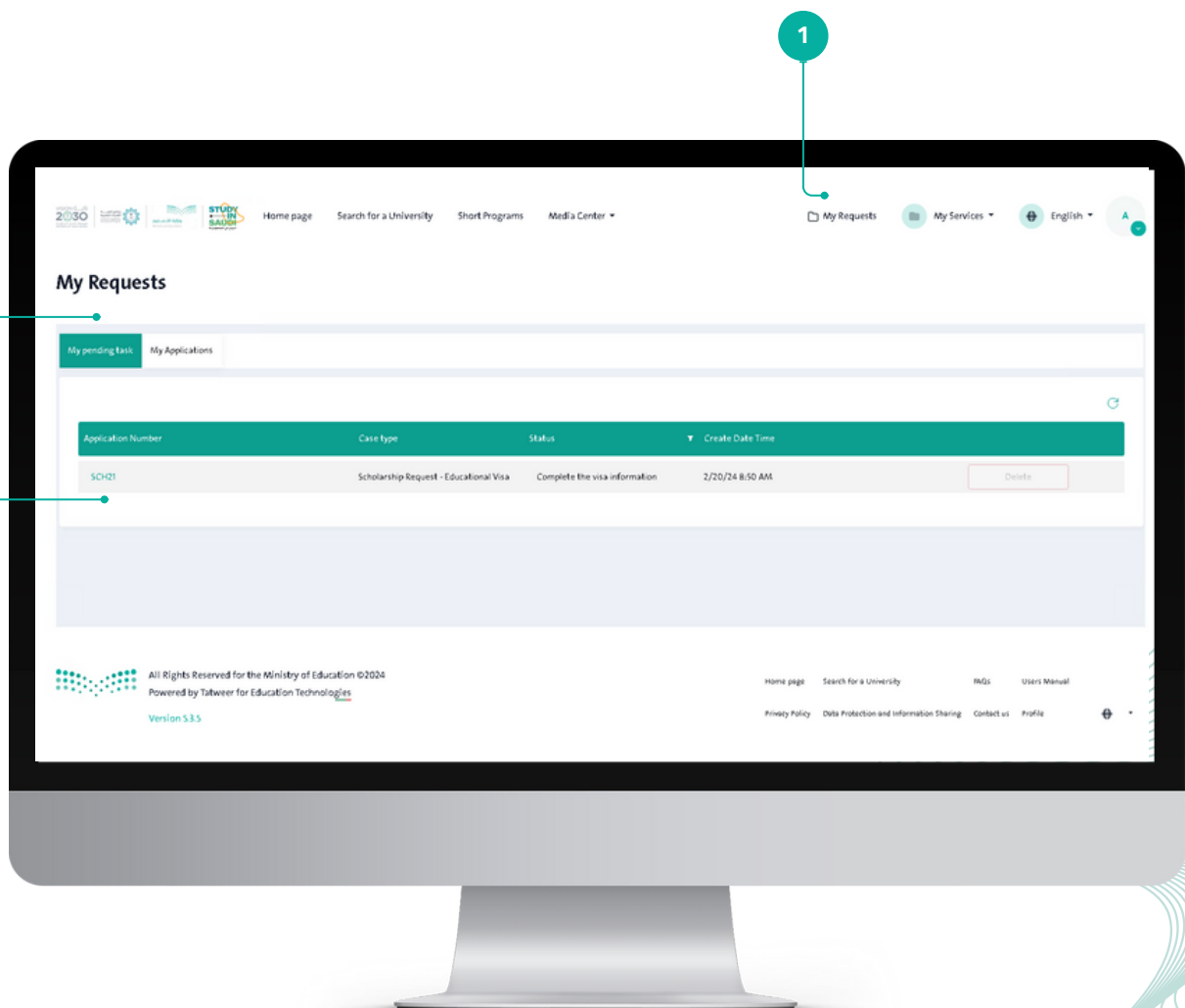
- 1 signing the commitment statements.
- 2 answering the security disclosure information.
- 3 writing the detailed information regarding the educational visa.

Filling up Educational Visa by Applicant

1 If you do not enter visa application data, you can submit the application by logging in and then accessing My Applications.

2 In the My Tasks icon you will find the Education Visa Application.

3 To complete the visa application, please click on the [visa request number](#).



Filling up Educational Visa by Applicant

COMMITMENT DATA

After clicking on the request number for visa application, the applicant must agree to the terms and conditions for the educational visa application as follows:

- 1 By clicking inside the box shown
- 2 Then click **Save/Save and Continue**

1

2

The screenshot shows a web application interface for the 'Pledge Data' step of an educational visa application. At the top, there is a progress bar with three steps: 'Pledge' (active), 'Security Disclosures', and 'Visa Information'. Below the progress bar, the 'Pledge Data' section contains a checkbox and a list of terms and conditions. The checkbox is currently unchecked. The terms and conditions include:

- I, the undersigned, hereby agree to have my fingerprint & iris data (biometric) captured as part of the application procedure for an entry visa to the Kingdom of Saudi Arabia. I further agree and declare as follows:
- I acknowledge that all of the information I provided are true and reliable. In addition, I pledge to abide the laws and rules of the Kingdom of Saudi Arabia, and respect the customs and Islamic traditions of its people during my stay. I acknowledge my understanding that the specialized authorities in the Kingdom of Saudi Arabia have the right to deny my entry and to send me back to where I came from if I did not comply with the rules and laws, or if the information under which I received my visa proves to be incorrect.
- I am fully aware that all intoxicating substances, narcotic drugs, indecent materials and publications, as well as publications related to any religious beliefs or political tendencies that contradict with Islam are prohibited in the Kingdom of Saudi Arabia.
- I am fully aware of the procedures and controls regarding the batch-release and clearance of medicines, containing narcotic or psychotropic substances that are possessed for personal use by patients arriving and departing from The Kingdom, such procedures and controls are provided in the link below: http://www.mofa.gov.sa/for/eng/eng_toppage/eng_toppage.aspx. I am also aware that if these regulations and controls are transgressed, I shall will be subjected to sanction and penalties provided for in the Law of Combating Narcotics and Psychotropic Substances and its implementing regulations.
- I have never been deported from The Kingdom of Saudi Arabia or any other GCC countries, nor that I have violated their rules.
- I pledge to stick to the kind of visa I was provided with and to its terms and duration, and I shall leave the country before the stay specified in the visa expires. I am also fully aware of my violation to the rules in the Kingdom or entry visa shall subject me to a penalty and the application of punishments stipulated by the laws regulating the process of handling people coming to the Kingdom with visas for Hajj or Umrah and others issued by Royal Decree No (n / 42), on 18 / 10 / 1406 H and amended by Royal Decree No (n/7) on 1/1/1410 H, as well as sanctions on violators of residency and work regulations promulgated by the Council of Ministers resolution No (242) on 6/1/1414 H.
- I acknowledge the right of Saudi authorities to repatriate me from the port of entry at my own expense or deport the Saudi territory after entering it, and I acknowledge the right of the Saudi authorities to apply the penalties provided by Law if proven that after I got my visa or residence permit, I have submitted incorrect papers or documents or provided false statements to any Saudi competent authority at home or abroad in order to obtain for myself or for someone else a visa for entry or residence permit or any other official visa or being a contributor or partner in providing such information or documents that do not match the truth.
- I acknowledge that drug dealing or smuggling drugs into the Kingdom is a crime punishable by death penalty.
- While coming to the Kingdom or departing therefrom, I shall be committed to declare any cash or precious metal and the like that worth up to "SAR 60,000" sixty thousand riyals or more or equivalent foreign currencies. Further, I shall be pledged to declare any valuable luggage while entering the Kingdom and pay any due customs duties and taxes. In case of violation, this may expose me to legal accountability and application of the laws applicable in the Kingdom.
- I acknowledge that the regulations in Saudi Arabia classify giving a bribe-regardless of the amount-as a criminal offense that subjects the offender to imprisonment or the payment of a fine or both.
- I acknowledge and pledge again that all written information shall be correct and I take full responsibility for it, and if it is proven otherwise or my name appears to be included in a list specifying the prohibited people, then my request shall be rejected, or my visa shall be cancelled automatically if it is granted, or I shall not be allowed to enter the Kingdom of Saudi Arabia if I had a valid visa. Moreover, I acknowledge the right of Saudi authorities to deport me back to the port of entry at my own expense and I shall not have the right to claim compensation.

At the bottom of the form, there are buttons for 'Close', 'Cancel', 'Save', and 'Save And Continue'. The 'Save And Continue' button is highlighted in green.

Filling up Educational Visa by Applicant

SECURITY DISCLOSURE DATA

After clicking on the pledge icon on the information submitted for a new educational visa application (the first step), the applicant must complete the security disclosure information for the educational visa application, as follows:

- 1 By answering the questions indicated with (yes) or (no)
- 2 Then click [Save/Save and Continue](#)

1

2

The screenshot shows a web application interface for filling out a security disclosure form. At the top, a progress bar indicates three steps: 'Pledge' (completed), 'Security Disclosure' (current step), and 'Visa Information' (pending). The main content area is titled 'Security Disclosure Data' and contains ten questions, each with 'Yes' and 'No' radio button options. The questions are:

- Have you been arrested for money cases? *
- Have you judged in your country or any other country? *
- Have you served in army forces? *
- Have you been deported from Saudi Arabia or other countries? *
- Have you been arrested by Interpol? *
- Have you worked in the media or political field? *
- Do you belong to any terrorist organization? *
- Does your passport contains restriction? *
- Do you have any disability? *
- Have you taken vaccinations? *
- I will deliver vaccination certificate if required? *

At the bottom of the form, there are four buttons: 'Close' (red), 'Back' (blue), 'Save' (grey), and 'Save And Continue' (green). A red circle with the number '1' is connected to the first question, and a red circle with the number '2' is connected to the 'Save And Continue' button.

Filling up Educational Visa by Applicant

VISA INFORMATION

After completing the security data (the second step), the applicant must fill out the educational visa application data by:

- 1 Write the correct data or select it from the displayed fields and answer the questions shown with (yes) or (no)
- 2 Then click [Save/Submit](#)

The screenshot displays the 'Visa Information' form on a computer monitor. At the top, a progress bar indicates three steps: 'Pledge' (checked), 'Security Disclosure' (checked), and 'Visa Information' (active). The form fields include:

- Visa Type: Educational Visa (long term)
- Current Passport Number: ff3m8
- Current Passport Issue Place: Select
- Current Nationality: Choose
- Previous Nationality: Choose
- Purpose: Choose
- Entry type: Choose
- Visa expiry date before entering Saudi Arabia: Choose
- Residency period in Saudi Arabia: Choose
- Expected Entry Date: Choose
- Address in Saudi Arabia: Choose

At the bottom of the form, there are 'Close', 'Back', 'Save', and 'Submit' buttons. A callout '1' points to the 'Visa Type' dropdown, and a callout '2' points to the 'Save' and 'Submit' buttons.

Submit of a Short Program Application by the Student



Submit of a Short Program Application

The use case allows a student wishing to study at a Saudi university to submit an application to study a short program in just five steps.

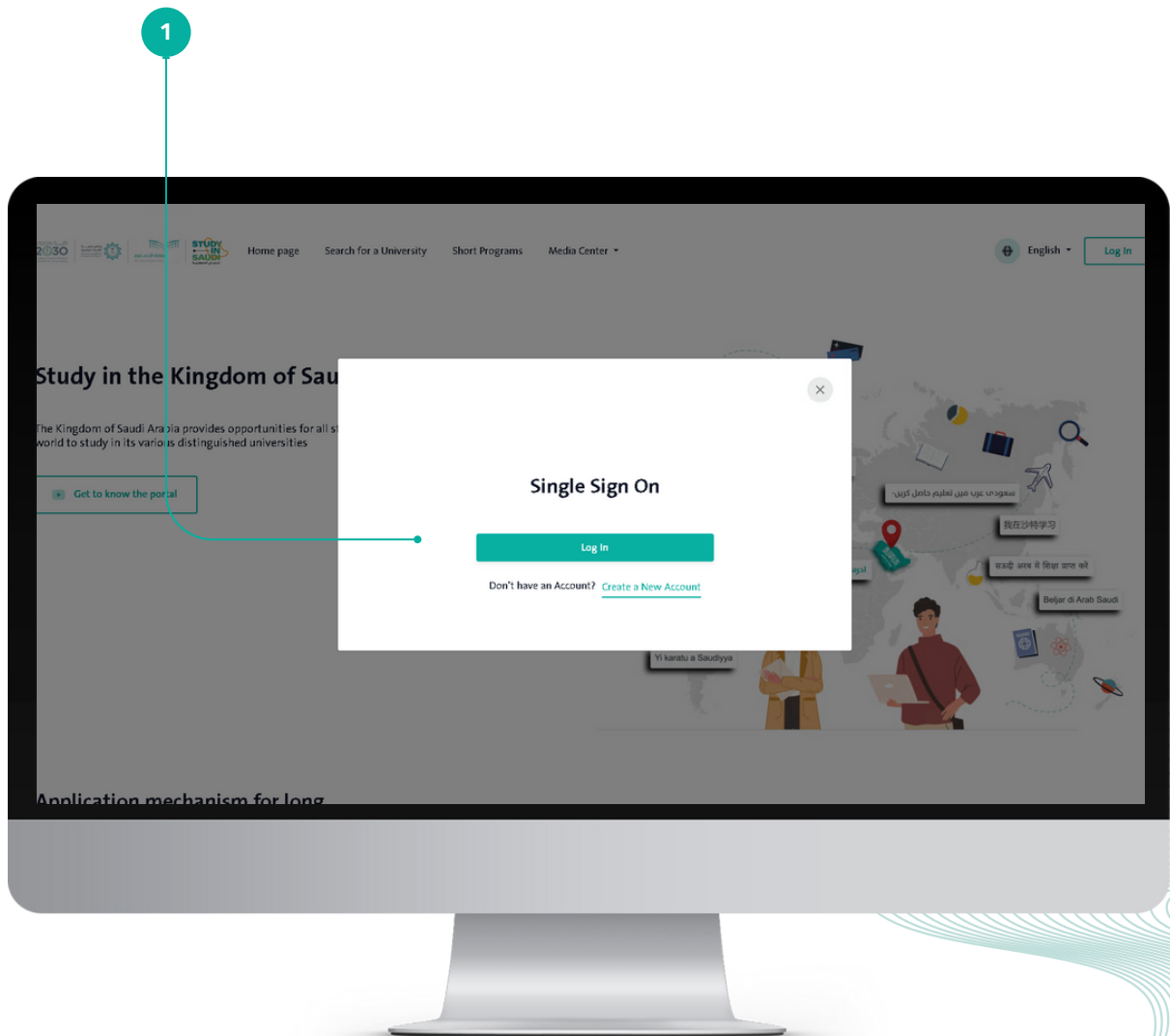
- 1 About the Service
- 2 Basic Data
- 3 Academic Qualifications Data
- 4 Languages Data
- 5 Attachments
- 6 Application Data Review

Submit of a Short Program Application

LOGIN

To access the short program study request service, follow the following steps:

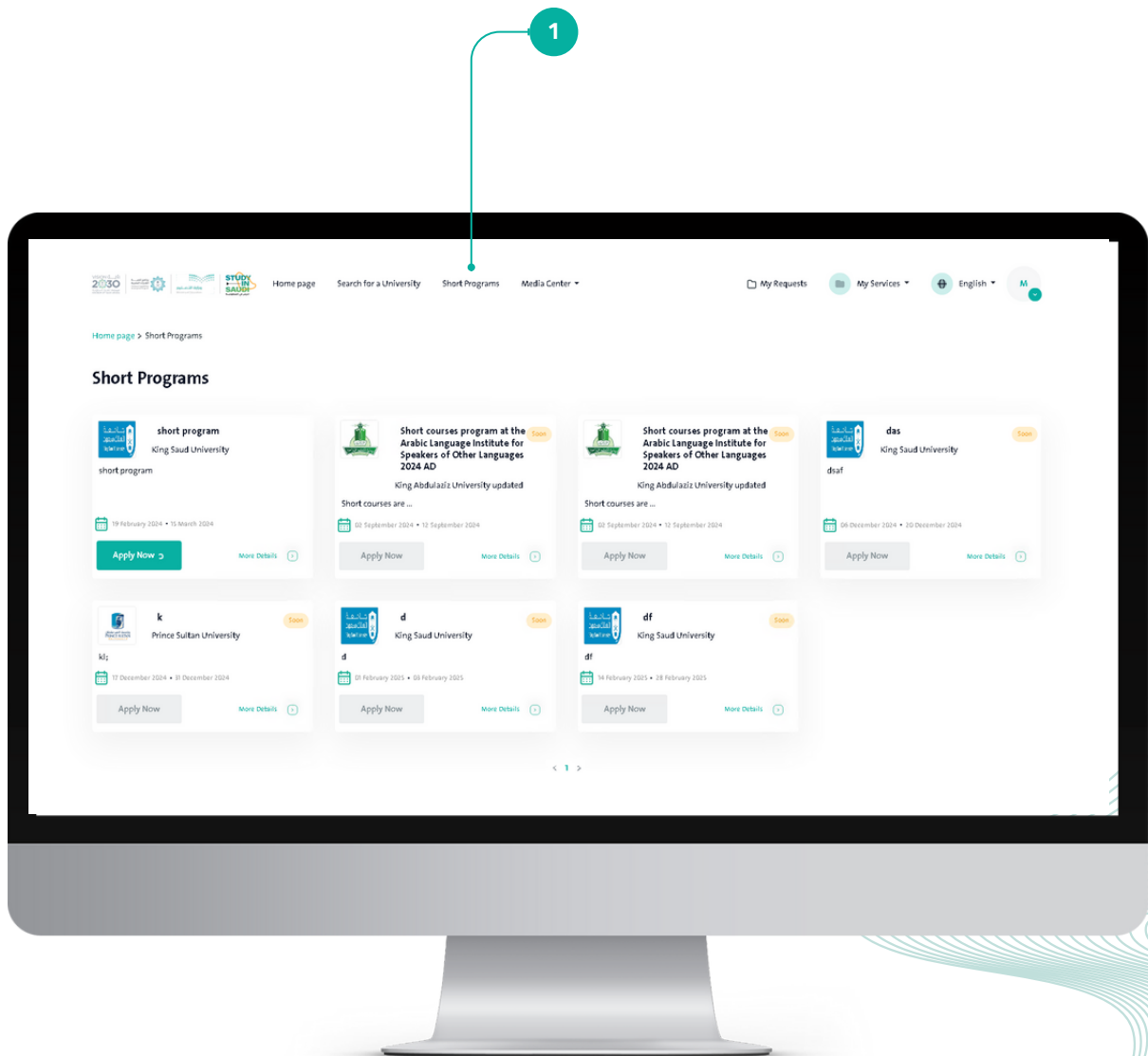
- 1 Sign in with your username and password



Submit of a Short Program Application

CHOOSE SHORT PROGRAM

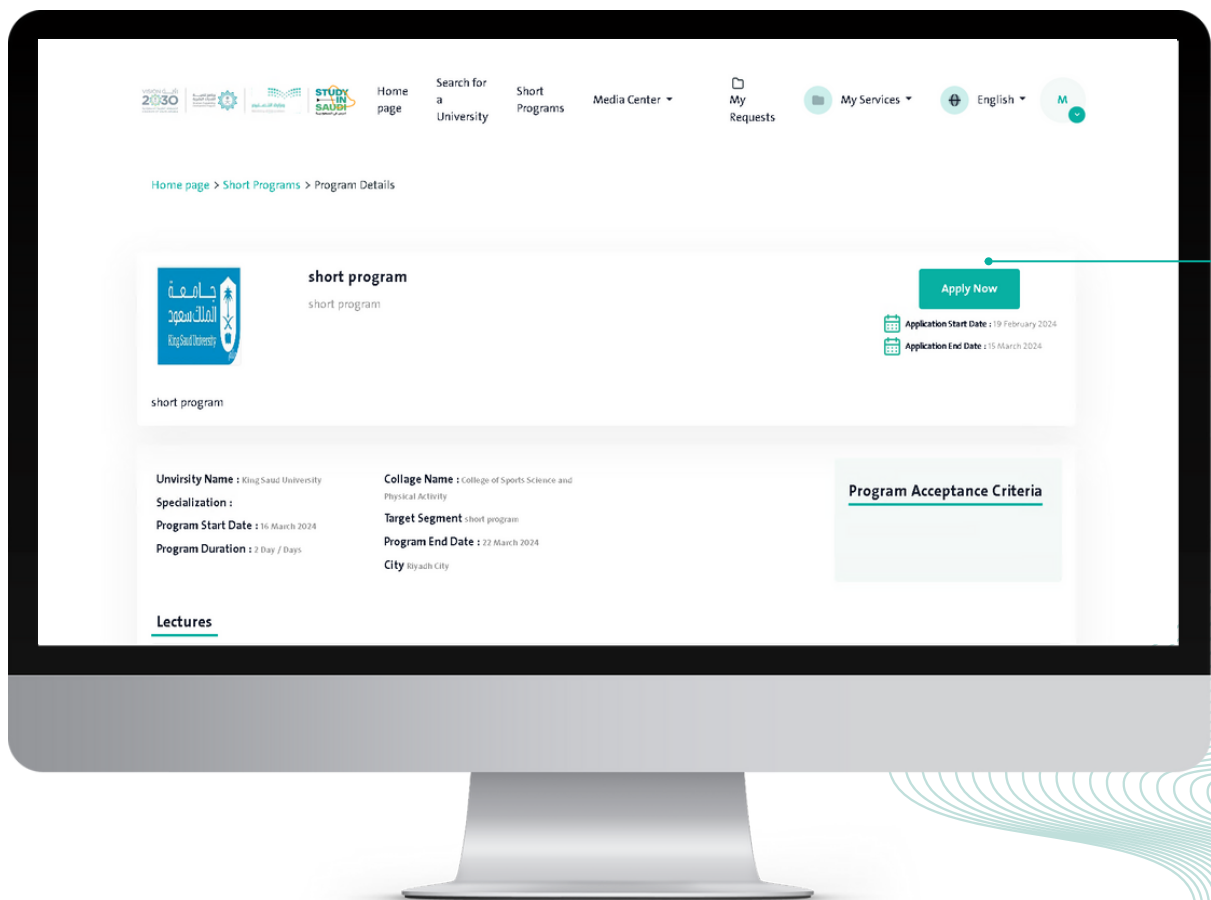
- 1 Click on [Short Programs](#) and choose one of them from the main list



Submit of a Short Program Application

APPLY FOR A SHORT PROGRAM

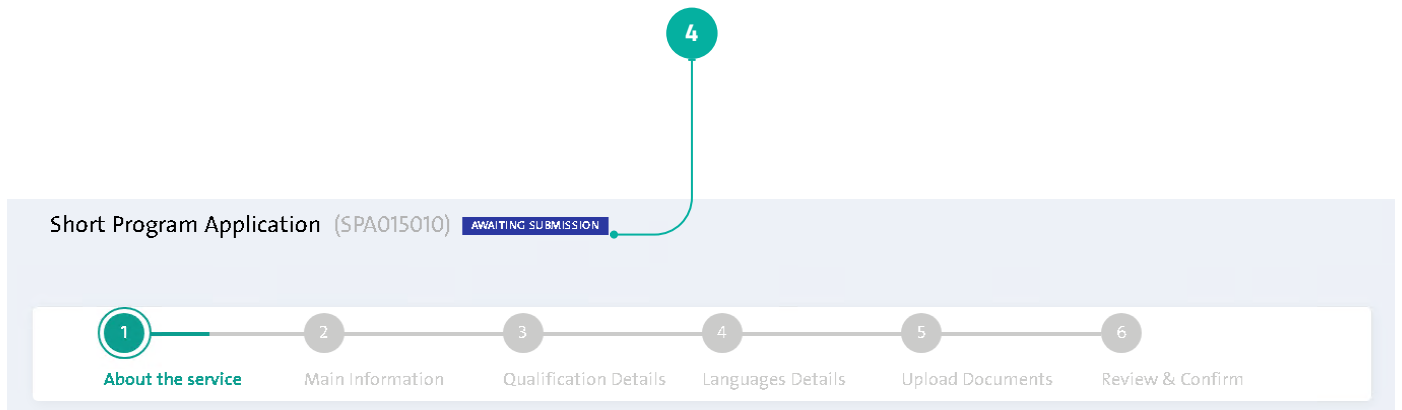
3 Choose one of the programs and click [Apply Now](#).



Submit of a Short Program Application

LOGIN TO THE SERVICE

- 4 The student completes the commitment and information in the five sections shown in the following screens.

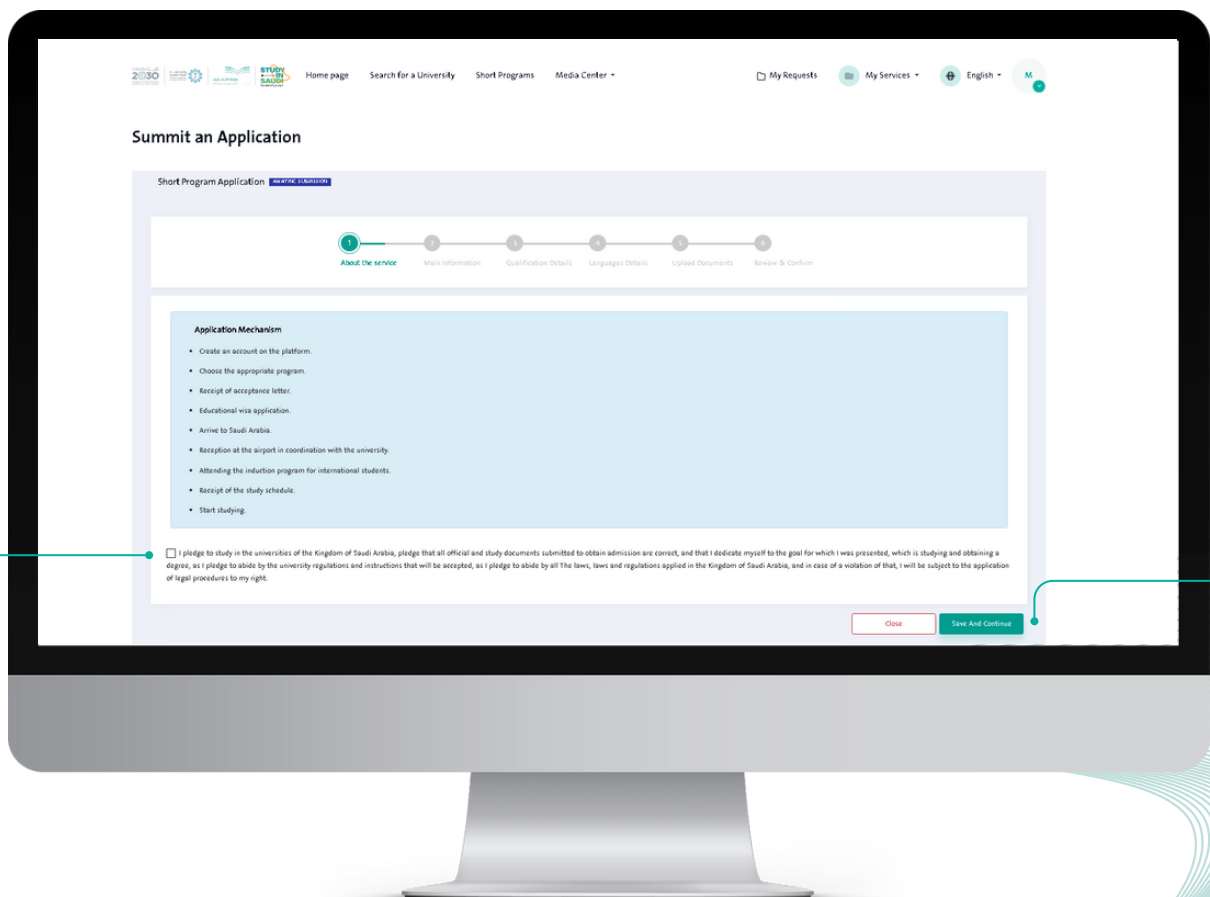


Submit of a Short Program Application

ABOUT THE SERVICE

After selecting the required short program, the applying student must acknowledge and undertake that all documents, attachments, and data provided in the application are correct and valid. The student also pledges to abide by all regulations, laws and instructions applied in the Kingdom of Saudi Arabia. This is done by:

- 1 By clicking inside the box shown
- 2 Then click **Save/Save and Continue**

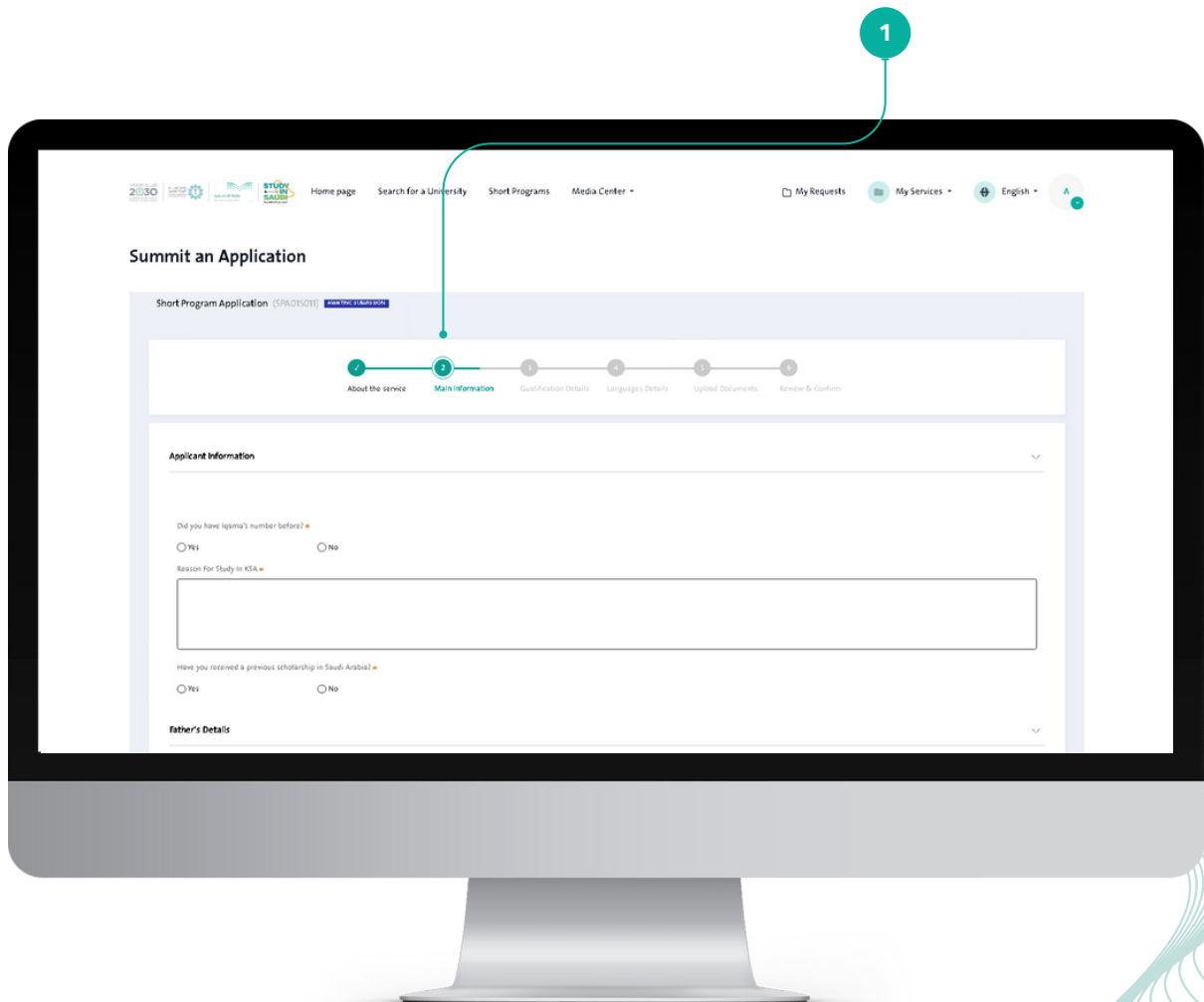


Submit of a Short Program Application

BASIC DATA

After clicking on the pledge icon on the data submitted to request a short program study (the first step), the applicant must complete the basic data for the study request by:

- 1 By answering the questions indicated with (yes) or (no), filling in the data, and selecting the appropriate fields included in the application data.
- 2 Then click [Save/Save and Continue](#)



The screenshot displays a computer monitor showing a web application interface. At the top, there is a navigation bar with logos for 2030, Saudi Vision, and Study in Saudi Arabia, along with links for Home page, Search for a University, Short Programs, and Media Center. On the right, there are links for My Requests, My Services, and a language selector set to English. The main heading is 'Summit an Application'. Below it, a progress bar shows six steps: 1. About the service, 2. Main Information (highlighted with a green circle and a line), 3. Qualification Details, 4. Languages Details, 5. Upload Documents, and 6. Review & Confirm. A red circle with the number '1' is positioned above the progress bar, with a line pointing to the 'Main Information' step. The 'Main Information' section is expanded, showing the following questions and input fields:

- Did you have iqama's number before? Yes No
- Reason For Study in KSA
- Have you received a previous scholarship in Saudi Arabia? Yes No

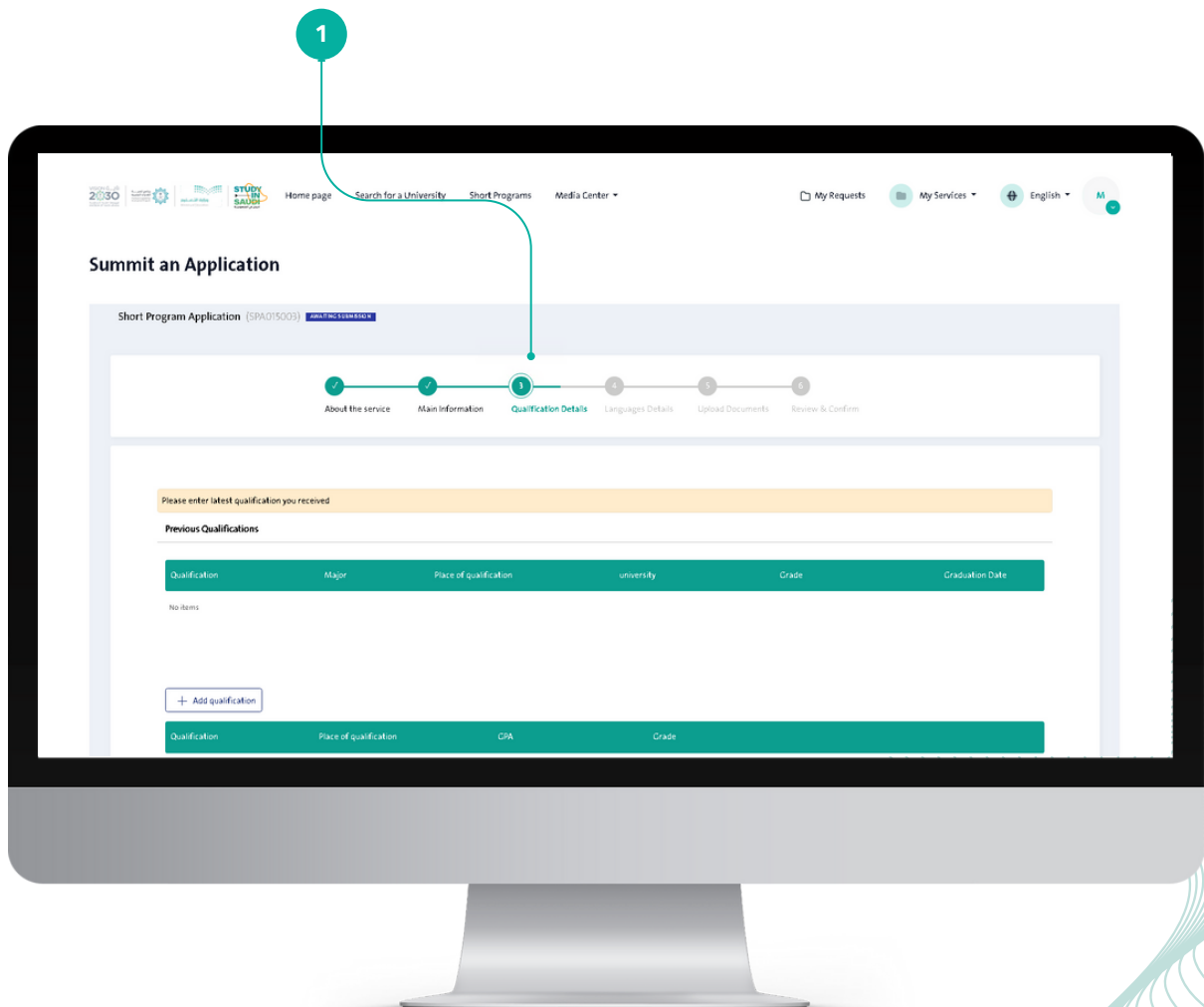
Below these questions is a section for 'Father's Details' which is currently collapsed.

Submit of a Short Program Application

ACADEMIC QUALIFICATIONS DATA

After completing filling out the basic data submitted for the application to study a short program (the second step), the applicant must complete the academic qualifications data for the study application, as follows:

- 1 By answering the questions indicated with (yes) or (no), filling in the data, and selecting the appropriate fields included in the application data.
- 2 Then click [Save/Save and Continue](#)



Submit of a Short Program Application

LANGUAGES DATA

After completing the completion of filling out the academic qualifications information submitted for the application to study a short program (the third step), the applicant must complete the language information for the study application, as follows:

- 1 By answering the questions indicated with (yes) or (no), filling in the data, and selecting the appropriate fields included in the application data.
- 2 Then click **Save/Save and Continue**

The screenshot shows a web application interface for submitting a short program application. The page title is "Submit an Application" and the sub-header is "Short Program Application (SPAD15003) [AWAITING SUBMISSION]". A progress bar at the top indicates the current step is "Languages Details", which is highlighted with a green circle and a plus sign. The "Languages Details" section contains two questions with radio button options:

- Is the student fluent in Arabic language? *
 Yes No
- Do you know any other language? *
 Yes No

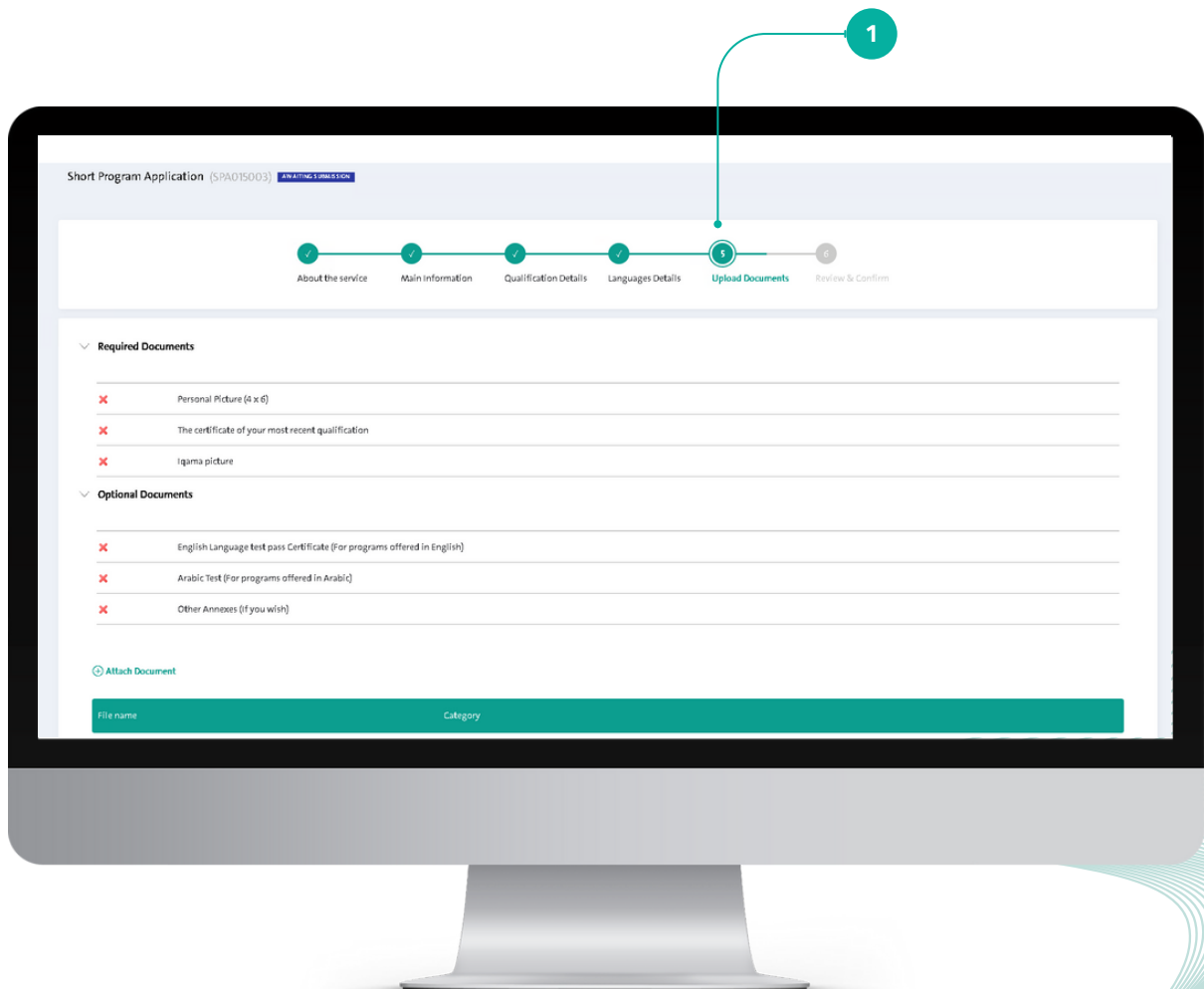
At the bottom of the form, there are buttons for "Close", "Back", "Save", and "Save And Continue". A green line with a circle labeled "1" points to the "Languages Details" step in the progress bar, and another green line with a circle labeled "2" points to the "Save And Continue" button.

Submit of a Short Program Application

ATTACHMENTS

After completing filling out the language data required to study a short program (step four), the applicant must complete the mandatory and optional attachments for the study application, including:

- 1 Click on each attachment and upload its document
- 2 Then click [Save/Save and Continue](#)

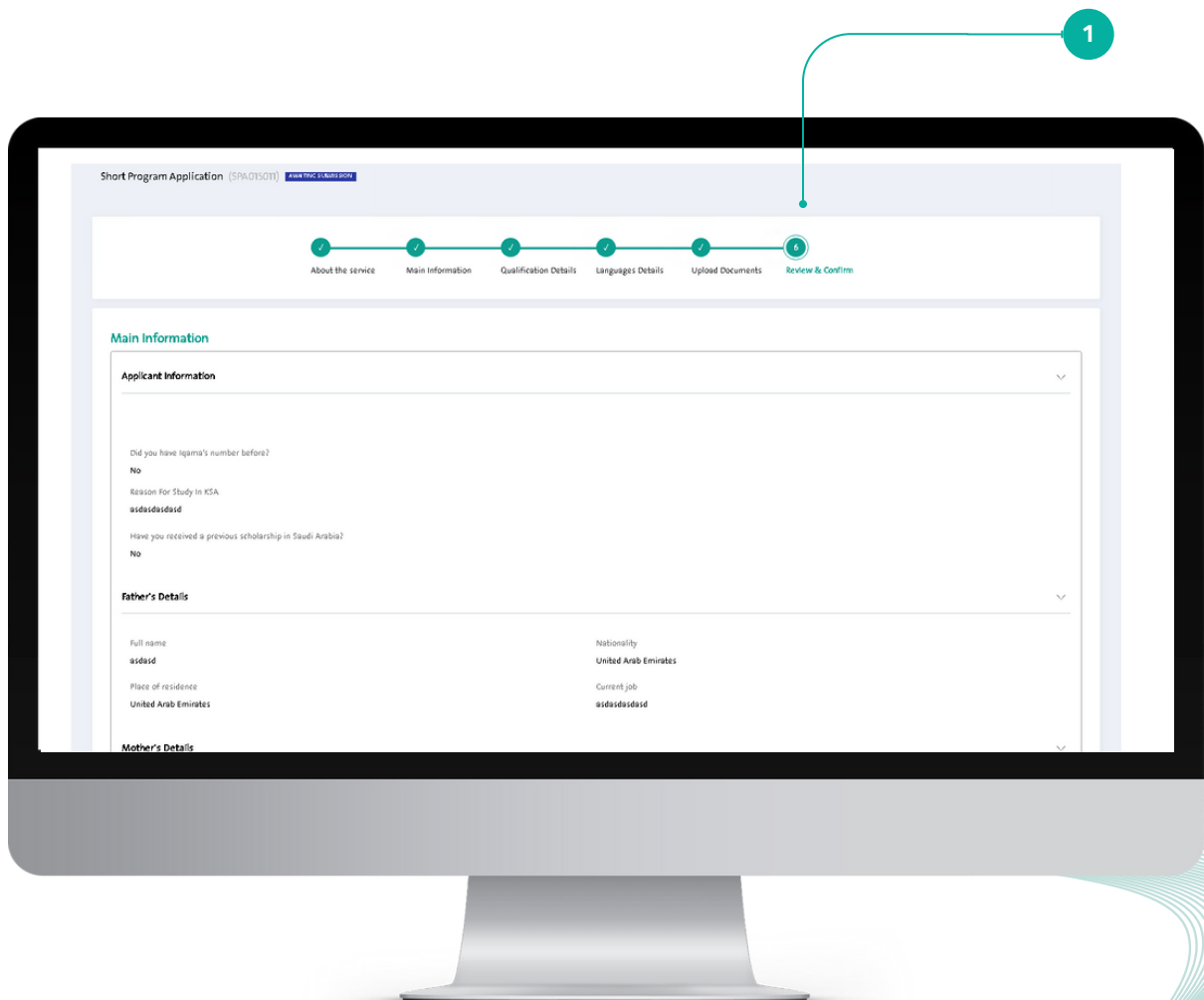


Submit of a Short Program Application

REVIEW DATA

After completing the inclusion of the attachments required to study a short program (step five), the applicant must review all the data entered related to the study application, as follows:

- 1 Ensure that all data and attachments are correct
- 2 Then click on [Save / Submit](#)





Thank You