**Module 3 To-Be subsystem workflow**

**Student enrollment:**

Student opens the university platform to enroll to the university, then there will be an area to provide the required information, which includes:

1. Name.
2. email address.
3. Passport number.
4. Nationality.
5. Which faculty would like to enroll in.
6. high school certificate.

Then the student will submit the information and then the information will be saved in a database that contains all the enrollment requests and the administrator will be notified.

After that the administrator will review the enrollment requests and will notify the person who enrolled if they are accepted in the university or not with the tuition fees.

After student confirmation an offer letter will be issued and sent to the student and the student information will be saved in the university students database.

Then the student continues the enrollment process at the campus and after that the ID card will be given to the student.

**Course registration:**

The student can access his/her academic profile in the university’s platform. The student can see what the courses he/she can register for with the specified credit hours. Then the student can add the courses wants to register for and submit the request. The request is then saved in a temporary file for the administrator to revise it and confirm it. After that the student will be notified with the acceptance or rejection message. If the student request is accepted a schedule for the registered courses will be added to the student profile in the platform and the student can access it.

**Managing student records:**

In the platform there is a function to drop a course you have registered for. The student can submit a request and the request will be added to a temporary file that contains all the requests. Then the administrator can check the requests and approve it then the dropped course will be deleted from the student registered courses in the student record and the platform will be changed accordingly. The student will be notified.