



جامعة قطر  
QATAR UNIVERSITY

القبول والالتحاق  
Admission and Enrollment

# Appointment Manager

## نظام المواعيد

قسم خدمات الالتحاق

Enrollment One Stop Section

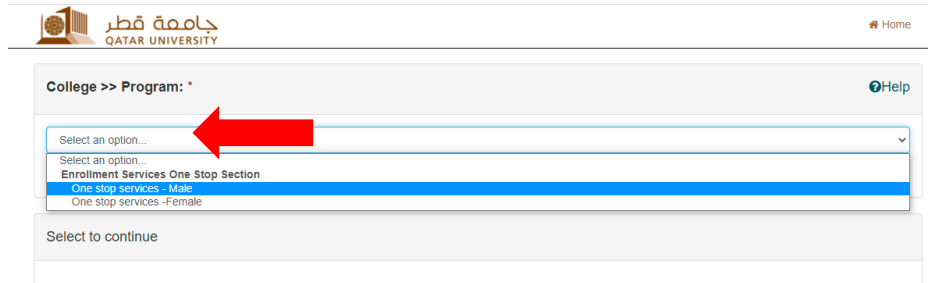
## نظام حجز المواعيد

ابدأ حجز موعدك من قسم خدمات الإلتحاق من خلال الرابط التالي

**Start Reserving Appointment for One Stop services from the following link**

<https://myadvisor.qu.edu.qa/ramonline/BookAppt?C=C&T=P&D=53>

1. Click "select an aption" and choose one stop services. Choose Male or Female section according to your Gender
1. قم بالضغط على "select an aption" ثم اختر "male" one stop services لخدمات البنين أو اختر "Female" one stop services لخدمات البنات



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Home

College >> Program: \*

Help

Select an option...

Select an option...

Enrollment Services One Stop Section

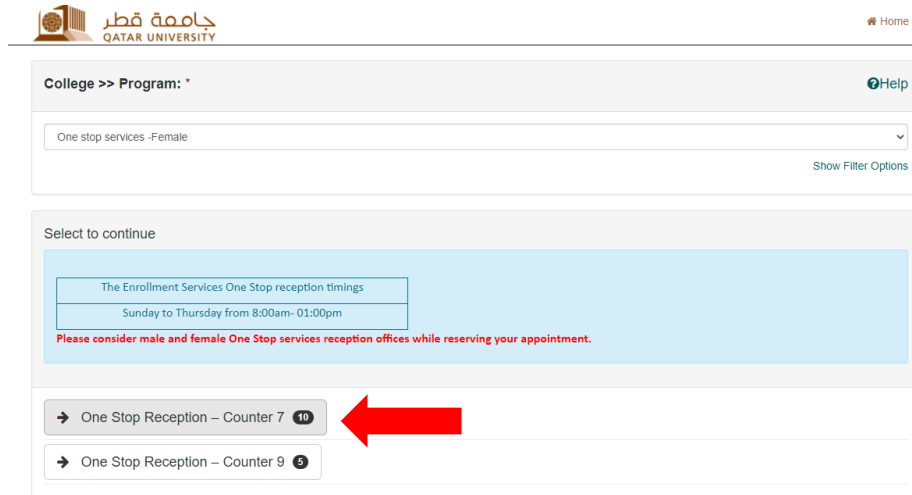
One stop services - Male

One stop services - Female

Select to continue

2. Choose counter

2. اختر كلونتر



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Home

College >> Program: \*

Help

One stop services - Female

Show Filter Options

Select to continue

The Enrollment Services One Stop reception timings

Sunday to Thursday from 8:00am- 01:00pm

Please consider male and female One Stop services reception offices while reserving your appointment.

→ One Stop Reception - Counter 7 10

→ One Stop Reception - Counter 9 9

### 3. Choose the date and time

3. قم باختيار التاريخ والوقت المناسب



Home

#### One Stop Reception – Counter 7

##### Enrollment Services One Stop Section - One stop services -Female

- Only students with appointments will be able to visit the One Stop Reception Offices.
- Visiting or waiting in One Stop Services waiting area for student who do not have appointments is not allowed.
- Students who are more than 10 minutes late for their appointment time will not be allowed to meet the One Stop Employee and new appointment at the next available time must be reserved through the system.
- The student must show the reservation confirmation page for the concerned employee at the One Stop Reception Office.
- If someone will visit the section or receive any official document on behalf of the student who request the appointment, the delegated person must have a copy of the reservation confirmation page and the student must send delegation email to the concerned section.
- Student must come alone to the One Stop Reception Offices (Area Capacity is limited), except special need students. Also, not to stay in waiting area after the end of his/her appointment.

Available Dates:\*

Thu, 04/08/21 10



Available Time Slots: \* 04/08/21



Home

Available Time Slots: \* 04/08/21

→ Thu, 8:00AM - 8:10AM



→ Thu, 8:10AM - 8:20AM

→ Thu, 8:20AM - 8:30AM

→ Thu, 8:30AM - 8:40AM

→ Thu, 8:40AM - 8:50AM

→ Thu, 8:50AM - 9:00AM

→ Thu, 9:00AM - 9:10AM

→ Thu, 9:10AM - 9:20AM

→ Thu, 9:20AM - 9:30AM

→ Thu, 9:30AM - 9:40AM

#### 4. Click "Login using personal Email"

4. اضغط على "Login using personal Email"



Home

One Stop Reception – Counter 7

Enrollment Services One Stop Section - One stop services -Female

Thu, 04/08/21 8:00AM - 8:10AM

PLEASE NOTE: Your appointment is not yet confirmed. You must login to continue and finalize your booking. Thank you.

Please log-in with QU ID ...

With QU ID

Login with personal email address or Register to continue...

Login using Personal Email

Back

#### 5. Click "Register" if it is your first time. However, if you are already registered, you can login with your registered email address and password

5. اضغط على "Register" إذا كنت تحجز موعد لأول مرة. في حال أنك قمت بالتسجيل مسبقا يرجى ادخال بريدك الإلكتروني الذي سجلت به مسبقا والرقم السري



Home

Thu, 04/08/21 8:00AM - 8:10AM

PLEASE NOTE: Your appointment is not yet confirmed. You must login to continue and finalize your booking. Thank you.

Prospective Students Log-In

Please login with your personal email address and password.

• Not a Registered Email Address. Please verify the email address or Register as a New User

Email Address: \*

Password: \*

LoginBack

Register

local account.

Forgot Password?

6. Fill in the required data and then click "Register"

6. قم بتعبئة المعلومات المطلوبة ثم اضغط على "Register"

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QATAR UNIVERSITY

Home Maimonah , Log off

Thu, 04/08/21 8:00AM - 8:10AM

PLEASE NOTE: Your appointment is not yet confirmed. You must login to continue and finalize your booking. Thank you.

Prospective/Transfer Students  
Non-QU Students, register with your personal email address.

First Name: \*  
Last Name: \*  
Email Address: \*  
Phone: \*  
Password: \*  
Confirm Password: \*

Register Back

7. Enter your phone number and the reason of visit and then Click Submit Reservation

7. ضع رقم الهاتف النقال وسبب الزيارة ثم اضغط Submit Reservation

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QATAR UNIVERSITY

Home Noor, Log off

One Stop Reception – Counter 9  
Enrollment Services One Stop Section - One stop services -Female  
Thu, 04/08/21 8:10AM - 8:20AM  
Booking for : @student.qu.edu.qa)

Please complete the following questionnaire:

1. Mobile Phone: \*  
2. The Reason of Visit \*  
3. QU ID / Qatar ID \*

Submit Reservation

## 8. Your appointment is confirmed

8. تم تأكيد موعدك

One Stop Reception – Counter 9

Enrollment Services One Stop Section - One stop services -Female

Thu, 04/08/21 8:10AM - 8:20AM

Booking for : [redacted]@student.qu.edu.qa)

Congratulations! Your appointment is confirmed.

Add it to your calendar:

Microsoft Outlook Google Calendar Live Calendar Yahoo Calendar Apple iCalendar

My Appointments Log off

## 9. You will Receive a Confirmation Email to your QU email if you are QU student or to your personal email if you are new applicant\graduate or non-QU student

9. ستصلك رسالة تأكيد على بريدك الإلكتروني الجامعي إذا كنت مقيد في الجامعة أو على بريدك الشخصي إذا كنت متقدم جديد أو خريج أو غير مقيد في جامعة قطر

File Message Adobe PDF Tell me what you want to do...

Ignore Delete Reply Reply All Forward More... Meeting Forward to Team Announcement Done To Manager Team E-mail Reply & Delete Create New Quick Steps Move Move Actions Mark Unread Categorize Follow Up Translate Select Zoom

Wed 4/7/2021 9:09 PM

Enrollment Services One Stop  
Qatar University Appointment Confirmed

To: [redacted]

This is to confirm you have scheduled the following One Stop Services Appointment:

Section: Enrollment One Stop Services.  
Program: One stop services -Female  
Date/Time: Apr 8 2021 8:10AM  
Location: Building No : C12  
Reserved For: [redacted]@student.qu.edu.qa

Please do not reply to this email, if you need to cancel or adjust your appointment please use the system

You must agree to follow below instructions to be able to visit the One Stop Offices:

1. You must provide your Qatari ID for checking-in.
2. Only students with appointments will be able to visit the One Stop Reception Offices.
3. Visiting or waiting in One Stop Services waiting area for student who do not have appointments is not allowed.
4. Students who are more than 10 minutes late for their appointment time will not be allowed to meet the One Stop Employee and new appointment at the next available time must be reserved through the system.
5. The student must show the reservation confirmation page for the concerned employee at the One Stop Reception Office.
6. If someone will visit the section or receive any official document on behalf of the student who request the appointment, the delegated person must have a copy of the reservation confirmation page and the student must send delegation email to the concerned section.
7. Student must come alone to the One Stop Reception Offices (Area Capacity is limited), except special need students. Also, not to stay in waiting area after the end of his/her appointment.
8. Student must wear mask and gloves. Also, must show EHTIRAZ code in the green color

To cancel this appointment, please visit: <https://myadvisor.qu.edu.qa/monline/CancelAppointment?id=650FD822-E3AB-4BC8-9672-10093021166D>

If you have any questions or problems please email us: [Onestop@qu.edu.qa](mailto:Onestop@qu.edu.qa) , or Call 44034444

## To view or cancel you appointment

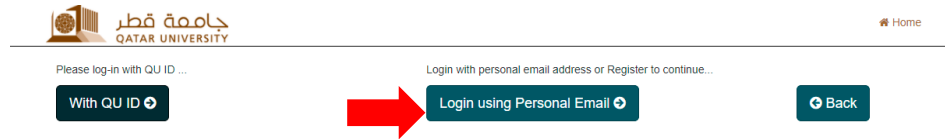
للاطلاع على مواعيدك أو إلغائها

<https://myadvisor.qu.edu.qa/ramonline/> : أولا اضغط على الرابط التالي :

### First Click on the above Link

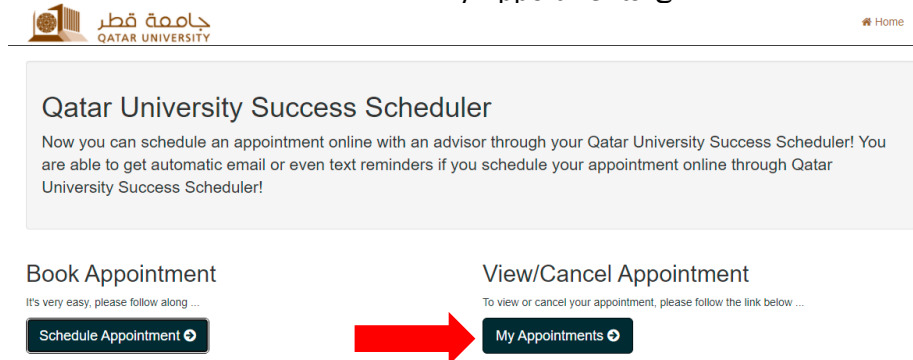
1. Click on "Login using Personal Email"

1. اضغط على "Login using Personal Email"

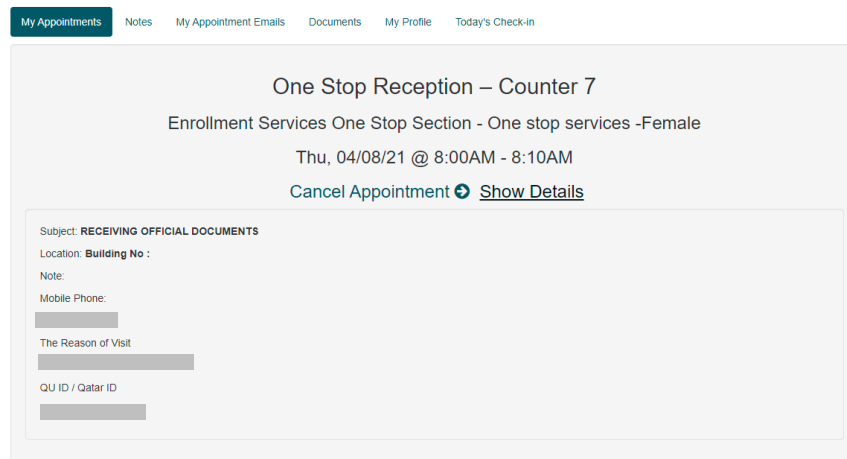


2. Click "My Appoitments"

2. اضغط على "My Appoitments"



3. You can view you appointment بإمكانك الان الاطلاع على موعدك



4. If you want to cancel your appointment Click “cancel appointment” and write the cancellation reason and click on Cancel Reservation

4. إذا كنت ترغب بإلغاء موعدك اضغط على "cancel appointment" ثم اكتب سبب الإلغاء ثم اختر Cancel Reservation

My Appointments   Notes   My Appointment Emails   Documents   My Profile   Today's Check-in

One Stop Reception – Counter 7

Enrollment Services One Stop Section - One stop services -Female

Thu, 04/08/21 @ 8:00AM - 8:10AM

[Cancel Appointment](#) [Show Details](#)

Subject: RECEIVING OFFICIAL DOCUMENTS

Location: Building No :

Note:

Mobile Phone:

The Reason of Visit

QU ID / Qatar ID

One Stop Reception – Counter 7

Enrollment Services One Stop Section - One stop services -Female

Thu, 04/08/21 8:00AM - 8:10AM

Booking for : @student.qu.edu.qa)

Appointment cancellation reason : \*

[Cancel Reservation](#) [Back](#)