

Issue a Graduate Confirmation Letter – Digital

End-User Guide

Step 1: Login

1- Click on **(Login to start the service)**. If you are already logged in, skip to Step2.

The screenshot shows the service page for 'Issue a Graduate Confirmation Letter – Digital'. A red circle with the number '1' highlights the 'Login to start the service' button. The page includes a navigation menu on the left with options like 'Description', 'Procedures', 'Target Audience', 'Required Documents', 'Service Contact', and 'Terms and Conditions'. The main content area has a 'Description' section stating 'Issuing a Graduate Confirmation Letter upon the request of expected graduate student'. The right sidebar contains 'Service Channels', 'User guide and tools', and a 'Happiness Meter' with a QR code and a 'Rate this service!' button.

2- Enter your **Username (ZU ID)** and **Password**, then click on **(Sign in)**.

The screenshot shows the login form with a red circle and the number '2' highlighting the 'Sign in' button. The form includes fields for 'Username' and 'Password', a 'Remember me' checkbox, and a 'Sign in' button. Below the form, there are instructions: 'Use your ZU account to login.', 'If you are a Student or Alumni, enter your Student ID as the username. E.g. 20151234567.', 'Don't have an account yet? Click here to Register.', and 'Click here if you forgot your password or the answers to your security questions.'

3- Answer the **Security Question**, then click on **(Sign In)**.

The screenshot shows the security question form with a red circle and the number '3' highlighting the 'Sign In' button. The form asks 'What is your ZU ID?' and includes a 'Sign In' button. Below the form, there is a note: 'Click here if you forgot the answers to your security questions.'

Step 2: Service Completion

1- Click on **(Start the service)** to start.

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Undergraduate
Issue a Graduate Confirmation Letter – Digital

Start the service 1

[Reg-10-D] - Issue a Graduate Confirmation Letter – Digital

Information Last Updated: Oct 25, 2021

Service Time
• The average time for application submission: 10 minutes • The average time to issue the certificate: 2 working days

Service Fee
No fee required

Service Channels
Mobile, Desktop, Location

User guide and tools
Transactions: 1,347
Other Transactions: 0

Rate this service!
★★★★☆ (4 / 5)
Click to rate your experience!

Scan the QR code to make a request using your mobile device

Description
Issuing a Graduate Confirmation Letter upon the request of expected graduate student.

Procedures
Target Audience
Required Documents
Service Contact
Terms and Conditions

2- Enter your **comment**.

3- Tick the Check box next to **(I'm not a robot)**, then click on **(Next)**.

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50% Progress

+ Service Card (Service Information)

+ E-Services Request Form

Issue a Graduate Confirmation Letter – Digital

Campus : Dubai

Your comment

2

Attached file:
[Choose File] No file chosen

Common image file types are accepted including ms office files or pdf. File size limit is 5mb. For multiple files, please combine them in one ZIP file.

I'm not a robot

reCAPTCHA
Privacy - Terms

3

Next

4- **Rate** the service. and finally click on **(Submit)**.

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100% Complete

+ Service Card (Service Information)

+ E-Services Request Form

Issue a Graduate Confirmation Letter – Digital

How would you rate the effectiveness of ZU eServices in providing you the information about this particular service?
★☆☆☆☆ Poor

Your Comment

4

Back Submit

Thank you for using this tutorial



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