



Deanship of
Postgraduate Studies



جامعة السلطان قابوس
Sultan Qaboos University

Postgraduate Admission User Guide For Postgraduate Application Submission (Doctoral, Masters and Postgraduate Diploma)

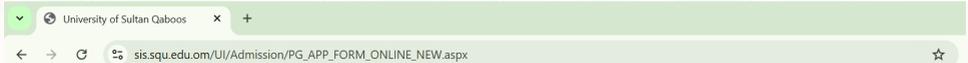
Table of Contents

Request Link for Application Submission	4
Applicant's Basic Information	5
Applicant Contact Information	6
Applicant Address Details	6
Applicant Preferences	6
Qualifications Data	7
English Proficiency	7
Disability	7
Upload Documents	8
Work Experience	8
Submit the request and pay the fees	9

Request Link for Application Submission

1- Please click on the following link (Pic1):

https://sis.squ.edu.om/UI/Admission/PG_APP_FORM_ONLINE_NEW.aspx



Pic(1): Submission admission Postgraduate Programs request link

2- The terms and conditions window will be displayed. Please read them carefully before clicking the 'Agree' button.

International Applicant's Declaration	Omani Applicant's Declaration
<p>I hereby, declare and acknowledge the following statements:</p> <ul style="list-style-type: none">Postgraduate Academic Regulation is applied throughout my study duration and it is considered the reference document for all academic matters, which are related to postgraduate studies.The rules governing visa/residency for international students at the university are applied as long as I reside on a student visa under the sponsorship of Sultan Qaboos University.SQU shall not be held responsible for any expenses related to my personal living such as food meals and transportation.In case I am residing at SQU accommodation, I will fully commit to the monthly payment of its rent and I am fully aware that any delay or violation of this may lead to non-eligibility to register for the following academic semester. My student visa is subject to cancellation in the case my academic status indicates an inactive student.) i.e. Withdrawal, pending, graduation... etc.)I am prohibited to work in any institution outside the university as long as I reside on a student visa and so are my family members who are joining my visa under the university's sponsorship, and in such case I shall be responsible to any imposed by the law of the country.I am aware that I am not allowed to overstay in the country after my residence expiry or after the end of my study duration and in such case, I shall be responsible to pay the incurred penalty imposed according to the Expatriate Visa Laws in the country.The original passport of the student and his/her accompanying family members on family joining visa should be handed over to the department of Public Relations and Information during the student clearance procedures.Payment of tuition fees is in accordance to the tuition fees rules & regulation applied at SQU. (not applicable for students under scholarship program)I do not carry/have any serious/ contagious ailment and/ or any psychiatric/ psychological disorder whatsoever and if proven otherwise, my student visa is subject to cancellation.SQU laws and postgraduate academic policies and regulations must be complied, and I will abide by the code of ethics of the university and respect the values and traditions of Oman.In case of my involvement in any kind of undesirable /disciplinary activities inside and outside the campus, SQU rules will apply.I shall notify the university about any changes of my personal information including the name, address or phone number immediately.Tuition fees are applicable to all postgraduate programs. I acknowledge that if I am admitted to the program, I will pay the tuition fees at my own expense. Applicants who meet the general conditions for scholarships will be considered at a later stage.Application fees are non-refundable and set at 10 Omani Riyals per program.	<ul style="list-style-type: none">I certify that the information provided in this application is true and complete. I understand that it is my responsibility to submit all required documents before an admission decision can be made. In case I fail to do so, the university has the right to cancel my application. I acknowledge that all application documents submitted to the Deanship of Postgraduate Studies, as well as any application fees, are non-refundable. I undertake to comply with the university's laws and postgraduate studies regulations.Tuition fees are applicable to all postgraduate programs. I acknowledge that if I am admitted to the program, I will pay the tuition fees at my own expense. Applicants who meet the general conditions for scholarships will be considered at a later stage.Application fees are non-refundable and set at 10 Omani Riyals per program.

Pic(2): Terms and Conditions

Applicant's Basic Information

For Omani Applicants

- Choose Omani
- Enter Civil ID
- Enter the Civil ID expiration date
- Select the degree level you are applying for

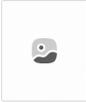
The data will be automatically retrieved from the ROP

Non_For Omani Applicants

- Choose Non-Omani
- Enter the passport number and its expiration date
- Upload a personal photo
- Enter the required personal data manually
- Select the degree level you are applying for

[Click here to read the PG admission instructions](#)

Applicant Basic Information

 Browse Personal Picture	Type	Omani
	Civil ID	
	Identity Expiration Date	
	Passport Number	
	Full Name (EN)	First Second Third Last Tribe
	Full Name (AR)	First Second Third Last Tribe
	Nationality	[Select]
	Birth Date	
	Birth Place	[Select]
	Religion	[Select]
	Gender	[Select]
	Applicant ID	
	Application Status	PG Not Final
	Degree Type	Post Graduate
	Degree Applying for	[Select]

Pic(3): Applicant Basic information

Applicant Contact Information

- Enter the email address
- Enter the email verification code
- Enter the phone number
- Enter the phone verification code (Omani Applicants only)

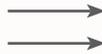
Contact Information

Email	<input type="text"/>
Email verification code	<input type="text"/> <input type="button" value="Send Verification"/>
Mobile	<input type="text" value="Select Your Country"/> <input type="text"/>
Mobile verification code	<input type="text"/> <input type="button" value="Send OTP"/>

Pic(4): Applicant contact information

Applicant Address Details

For Omani Applicant
For Non-Omani



The data will be automatically
The selection of the country name is
required retrieved

Address Details

Country	<input type="text" value="Oman"/>
Governorate	<input type="text" value="[Select]"/>
State	<input type="text" value="[Select]"/>
Town	<input type="text"/>

Pic(5): Applicant Address Details

Applicant Preferences

- Indicate the program you wish to apply for

Applicant Preferences

College	Programs	Specialization	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="+"/>

Pic(6): Applicant Preferences

Please note that a fee of **10 OMR** is charged for each preference added

Qualifications Data

- Enter the details of the qualifications you obtained
Multiple certificates can be entered, such as an undergraduate degree or a postgraduate qualification

Qualifications							
Qual type	Qualification Name	Specialization	Country	University Name	Qualification Date	Grade Type	CGPA
[Select]			[Select]			[Select]	

Pic(7): Applicant Qualifications

English Language Proficiency

- Select the examination type:
- ❖ TOEFL (IBT)
 - ❖ IELTS (Academic)
 - ❖ Native English Speaker
- Enter the test date
- Enter the test score

English Proficiency		
Test Type	Score	Date
[Select]		
[Select]		
TOEFL (IBT)		
IELTS ACADEMIC		
Native English Speaker		

Do You Have Any Disability? Yes No

Pic(8): English Proficiency Details

Disability

If there is a disability, please select 'Yes' so that the type of disability can be selected from the dropdown list.

الاحتياجات الخاصة

هل انت من ذوي الاحتياجات الخاصة ؟ نعم لا

التاريخ

الاحتياجات

Pic(9): Disabilities

Uploading Documents

Attach the required documents by clicking on 'Upload File' and uploading the documents.

Upload the following documents

Required Documents	Document Type	Document
Passport	Mandatory	Upload File
ID Card	Mandatory	Upload File
CV (Curriculum Vitae)	Mandatory	Upload File
Transcript	Mandatory	Upload File
Certificate	Mandatory	Upload File
Employer Approval	Optional	Upload File
English Language Proficiency	Mandatory	Upload File
Postgraduate Diploma Transcript (Master by Thesis)	Optional	Upload File
Postgraduate Diploma Certificate (Master by Thesis)	Optional	Upload File
Research Proposal (If Required)	Optional	Upload File
Other	Optional	Upload File

Pic(9): Documents Uploading

Work Experience

- The workplace should be selected from the dropdown menu.
- Select «Other» and add the name of the workplace. (If the name of the workplace is not there)
- Select «Unemployed». (If you are not currently employed)

Work Experience

Organization Name	From Date	To Date	Country	
[Select] ▼	<input type="text"/>	<input type="text"/>	[Select] ▼	+

Pic(10): Workplace Experience

Submit the request and pay the fees

- Click on «Submit» to proceed to the payment page for the admission fee 
- Click “ pay the application fees” 10 OMR for each preference

Dear [redacted]
You have successfully submitted your application
Applicant ID: [redacted]
Pay the application fee

Pic(11): Paying fees window

- Enter the required information for paying

Order Summary	
SQU FEES Quantity: 1	OMR 10.000
Total	OMR 10.000

Select payment method:
Bank Card

Card Holder
Name on card

Card Number
1234 5678 9101 1121  

Expiry Date **CVV** ⓘ
MM / YY CVV

pay 10.000 OMR
Cancel

Pic(12): Paying fees details