



# **ADDING & DROPPING**

**[NO SECTION CHANGING]**

**Spring' 2022-2023**

**Jan 26 & 29, 2023.**

1. All ADD/DROP procedure can be completed online.
2. Login into the VUES account → Click ADD/DROP button → Select the courses to ADD/DROP → Click CONFIRM button.
3. For difficulties, contact your respective department or Hotline numbers (<https://www.aiub.edu/contact>)
4. As per dropping policy.
5. Minimum load should be maintained even after dropping (as per following table):

Program	Minimum Number of credits	
	<i>Regular Load</i>	<i>Load for Discount/Scholarship</i>
Undergraduate	15	18
Graduate	12	15
EMBA	4 Courses	4 Courses

6. Adding / Dropping is not allowed for PROBATION STUDENTS.

**MD. KHURSHED ALAM**  
**ADDITIONAL REGISTRAR**  
**AIUB**