

STEPS ON HOW TO DROP COURSE(S) ONLINE THROUGH THE PSU EDUGATE PORTAL

Type <https://edugate.psu.edu.sa/psu/init> from your browser to open the PSU edugate portal. Select the user type and Enter Username & Password.

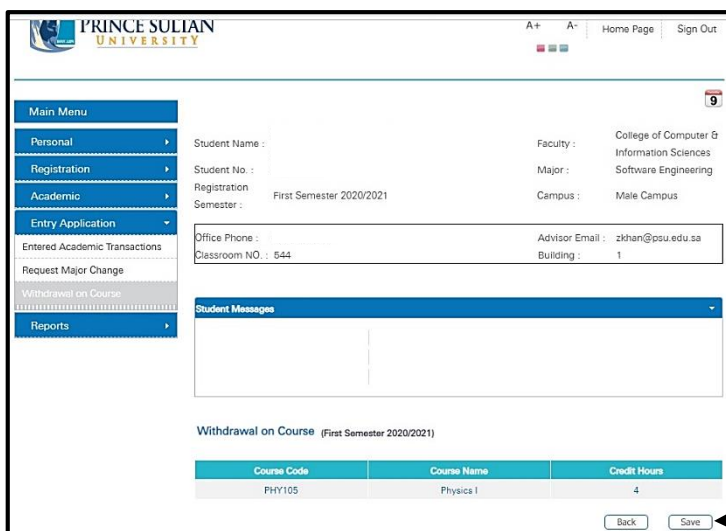
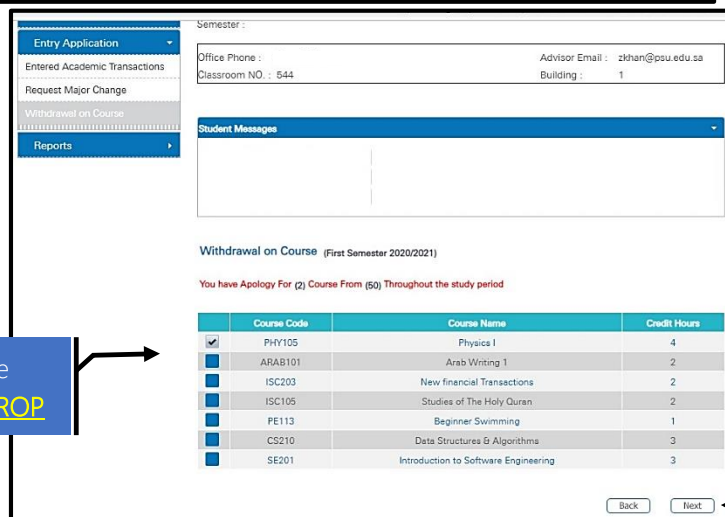
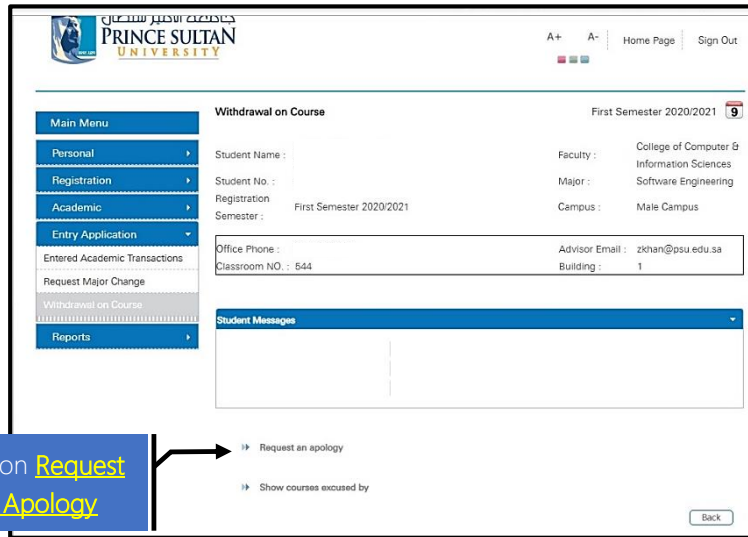
Step 1 Select User Type, Enter Username and Password

Step 2 Click on Academic

Step 3 Click on Withdrawal on Course

The screenshots show the following details:

- Screenshot 1 (Login):** The user type is set to 'Student'. The login fields are empty. A 'Last Day To Drop A Course with a grade of W' announcement is visible.
- Screenshot 2 (Student Page):** The user is logged in as a student. The 'Academic' menu item is highlighted in the left sidebar. Student details include: Student Name, Student No., Registration Semester (First Semester 2020/2021), Office Phone, Classroom NO. (644), Faculty (College of Computer & Information Sciences), Major (Software Engineering), Campus (Male Campus), and Advisor Email (zkhan@psu.edu.sa).
- Screenshot 3 (Academic Menu):** The 'Academic' menu is expanded, and 'Withdrawal on Course' is highlighted. Student details include: Student Name, Student No., Registration Semester (First Semester 2021/2022), Office Phone, Classroom NO., Student Status (Active), Semester (First Semester 2021/2022), Join Semester (Second Semester 2016/2017), Cum GPA (1.78), Specialization rate (2.61), Probation Count (7), and Advisor Name (Ms. Nafesa Ali).



Important Note:

- Dropping a course should be done one (1) course at a time.
- You will receive a message or SMS once the course has been dropped with a grade "W".