



November 8, 2021

Dear AUB Undergraduate Student,

Kindly note that the as per the [University Calendar 2021-22](#), transfer of major from one faculty/school to another for the spring semester 2021-22 is available now and must be completed and submitted through the Registration Platform (AUBsis) by Friday, December 17, 2021.

No late applications will be accepted for any reason.

You must perform the following steps to access the Online Transfer Application

1. Access the new [Registration Platform \(AUBsis\)](#)
2. Login using your **AUBnet** username and password
3. Click on the foursquare to the left of AUB in header to select "Banner Menu"



4. Select "Student Services and Financial Aid"
5. Select "Student Records"
6. Select "Program Transfer"

Please note that those who wish to change their majors within the same faculty, including freshman transferring to majors within FAS, should consult with their academic advisors and follow the instructions on their faculty's website. For questions on such transfers, please contact your faculty's student services office.

Kind regards,

Office of the Registrar