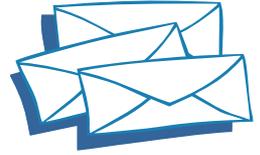


# University Life Workshop - University Information System (UIS)

Receive a password to University Information System (UIS) via your University email account.



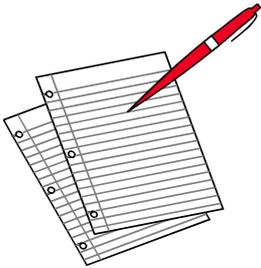
Login to UIS via the AR Homepage:  
<http://buar.hkbu.edu.hk/>

To Login, type in your Student No. in the field 'User ID' and your UIS password in the field 'Password'

(1) You are strongly advised to change your password to an easy-to-remember password.

(2) In case you have forgotten your password, click 'Forgot Password' and a new password will be sent to your email account.

(3) NEVER tell others your UIS password.



Check & Update Personal Particulars such as address, phone number, emergency contact person .....

You can see important information such as:

- (a) *Your Study Record & Personal Particulars;*
- (b) *Your Enrolment Record;*  
*(available from Aug 11 (2:00pm) onwards)\**
- (c) *Your Timetable*  
*(available from Aug 11 (2:00pm) onwards)\**

- (1) Click 'Course Pre-Registration' for courses already assigned and elective courses you need to take in Semester 1, 2011-12
- (2) Click 'My Enrolment Records' for the courses already enrolled.

You can see the class timetable for all the courses you have enrolled.

**Note:** The courses appear should be same as those in the Enrolment Record.

**\* Information shown before Aug 11 (2:00pm) may not be up-to-date.**

Other Information available on UIS includes:

- (a) Study Schedule
- (b) Course Information
- (c) Course Add/Drop - where you can add/drop courses or change course sections during Add/Drop period
- (d) Course Pre-Registration - where you can submit your preferences for elective courses during the Pre-Registration Exercise
- (e) Examination Information
- (f) Transcript Record
- (g) Graduation Requirements

