Application for Teaching Adjunct Courses

(For Administrative Staff Members)

Step 1

نامجد قــحملې AJMAN UNIVERSITY Please enter your details to login User Name	Login to ORS System
Password	

Step 2

نامعة عجمان AJMAN UNIVERSIT	? Y	Press 'eRequests'
Home Ticketing System Re	eports	
Requests ^	My Profile	
All Requests	,	

Step 3

Home	Ticketing System	Rep	Then press 'All Requests'
Requests		~	
All Reques	sts		
		_	

Step 4



Step 5

Select User		
Request Initiating For *	Enter the Student / Staff ID	
Enter Student / Stam ID (EX: 1234, 201810001)		

Step 6

Request Details		Select Category: VCAA
Request Category *	Select	
Request Type *	نوع الطلب <mark>* Select الطلب</mark>	Select Type: Adjunct Teaching
		for Administrative Staff

Step 7

- Then fill all required fields
- Attach any supporting document that may be needed
- Read the 'Terms and Conditions' and Approve them.
- Then press : ' Submit Request'

Thank You !

For more inquiries, kindly contact Office of HR.