

Online Registration:

Returning students who are having access to MOVE can use “online registration”.

This registration process can be used only by the students who are continuing their study in the programme they studied in Sep 2020 – Jan 2021.

Other students who want to change Award, Programme or students who have completed foundation and joining UG programme should send the award change request form to the Registry by mail to **rs@majancollege.edu.om**. Award Change form is available on MOVE. They can use online registration process after the award is changed in the system by the college. Foundation graduates sponsored by the MOHERI should contact registry for the change of Programme.

The link for online registration is available on MOVE under “Majan Online” – Online registration –



On clicking the above link following page will open:



Enter your Majan ID

Enter password (password used for MOVE, college mail etc.)

Click to Login

After your login there are five (5) steps:

1. Update your personal details – mobile number, personal email ID and passport number.

**Click NEXT**

2. System will show your registered Award, Programme, Level, Mode of Study and the Modules you have PASSED till date of registration (these information are for your confirmation)

**Click NEXT**

3. Will show the modules in which you have Referral, retake and deferral.

**Click NEXT**

4. Register the modules that you intend to study.

- Please note that the students Full Time students can register for 4 modules and the part time student can register for 3 modules.
- Select the modules you want to register and select the class group of your choice.
- Please see that the class groups selected are not on the same date + time. If there is a clash it will be shown when you pre submit. Then you need to change the class group so that clash can be avoided.

**Click Pre Submit**

5. You need to accept the “Agreement of Student Undertaking”.

**Click Submit**

On the completion of the registration process, you will receive a confirmation mail within 24 hours along with the following attachments, confirming acceptance of your application.

1. Registration receipt,
2. Time-table and
3. Accepted copy of Undertaking.

On the receipt of the above, you may make online payment using the link provided on MOVE under “Majan Online”. This will complete the registration process.

If for any reason you are unable to complete the registration process or do not receive the confirmation mail, it indicates that your application is not processed, you are required to contact the following Programme Managers through mail:

Faculty of Business Management: [veena.tewari@majancollege.edu.om](mailto:veena.tewari@majancollege.edu.om)

Faculty of IT: [muhammed.siddique@majancollege.edu.om](mailto:muhammed.siddique@majancollege.edu.om)

Foundation: [aziza.saghir@majancollege.edu.om](mailto:aziza.saghir@majancollege.edu.om)

Faculty of English Language Studies: [anita.boggu@majancollege.edu.om](mailto:anita.boggu@majancollege.edu.om),

Level 3 modules: [thuraia@majancollege.edu.om](mailto:thuraia@majancollege.edu.om)

Award/Programme Change: [rs@majancollege.edu.om](mailto:rs@majancollege.edu.om):

**Please note that the registration link and online payment link are available on the Majan College web site - [www.majancollege.edu.om](http://www.majancollege.edu.om) and on “MyMajan” app.**