# Registration Guide For New International Students

This enrollment guide is designed to assist applicants and students in navigating Technion's registration system. It is highly recommended to review this guide before beginning the enrollment process to avoid errors and misunderstandings.

#### **Guide Topics:**

- System Access
- Initial System Registration
- Undergraduate Program Enrollment
- Academic Background
- Academic Reserve (Atuda) Students
- Special Needs Accommodations
- Registration Fees
- Creating an Additional Application
- Registration Status
- Technion Campus Email
- Language Settings
- Personal
- Troubleshooting

### **Enrollment and Admission to Undergraduate Studies**

### How to Apply for Undergraduate Programs at the Technion?

### 1. Technion Undergraduate Registration and Admission Website:

The **Registration and Admission Website** is your gateway to applying to the Technion. Once you have decided on your desired program, click the **"Online Registration"** button. On this page, carefully read all the provided information before clicking **"Registration"**.

The button leading to the **<u>Registration Page</u>** on the Admissions website.

After accessing the registration page, this is the button leading to the registration portal itself:



#### 2. Login to the Registration Portal:

The **registration portal login screen** is divided into several sections:

- **Top section:** For users who have already created an account and possess a username and password.
- Bottom section: Contains two buttons:
  - **First button:** For new applicants who have never registered at the Technion.



Username (e.g. T0000000123)

Password

Log In Forgot Password

Don't have an account? Please register here.

New account

Login with Technion account

 Second button: For applicants with an existing Technion account, such as pre-academic preparatory program graduates or external studies students.

The following section is for new applicants enrolling in undergraduate programs for the first time.

#### 3. Creating a User Account for New Applicants:

**A.** Upon entering the registration portal, click the **"New Account"** button in the second section of the screen.

**B.** A new screen will appear.

	איני איניין איני
~	גברת
	שם פרטי
	שם משפחה
	רואר אלקטרוני
	חזרה על דוא"ל
972 52 123-4567 + טלפון, לדוגמא: +	
	הזן סיסמה
	חזרה על הסיסמה
	שלח
	בטל

**C.** Fill in all required personal details, including a **valid email address** and a **password** you can easily remember.

#### Note!

# Your email address and password will be used throughout the entire application process.

**D.** After completing the form, click the **"Submit"** button and close the registration window.

**E.** A verification email will be sent to the address you provided during registration. The email subject will be **"Verify Your User Account"**.

**F.** The email will contain your **username**, formatted as: **T0000001234**, and your password will be the one you created during registration.

**G.** Click the **verification link** in the email and log in using your new username and password.

This is what the email will look like after completing the initial registration. Please click on the link marked with a red arrow.



The following section is specifically for applicants who have completed the first part of this guide and for those who already have a Technion email, such as graduates of the Technion preparatory program, applicants who have studied in external studies programs, participants of the "High School to Technion" program, and others.

### 4. Creating an Undergraduate Program Application:

Once you have created your **user account**, log in again to the registration portal with your **username** and **password**.

The screen that will appear upon first login:

<b>הטכניון</b> מכון טבנולוגי לישראל		<u>↓</u> My Document   ①   2
Create New Application	BIOLOGY (000502854523) Winter 2024-2025	Chemistry and Biology (000502754288) Winter 2024-2025
	-Withdrawn/Registration Withdrawn	-Rejected

# First Login Screen:

- 1. Click "Create a New Application".
- 2. Select the degree type: Undergraduate International.
- 3. Choose the **desired semester** (ensure selection of the correct semester).
- 4. Select the **program** you wish to apply for: Engineering Cluster.

הטכניון 🕅		⊥ My Document 🕁 8
<		Course Offering - Mini-Questionnaire
		Welcome to the Technion Registration System. Please choose a program.
	Degree level	×
	Semester	C

Degree level	
Semester	Graduate PhD
	Graduate Master
	Pre-Academic
	Undergraduate
	UnderGraduate International

# Selecting the Registration Semester:

Search	
Search	Q
Undergraduates International Studies 2025-2026	winter
	Cancel

The available **study track** will be displayed as a list in the **registration portal**:

Search		
Search	Q	
Engineering Cluster- English		m
e		
C	ancel	

Once you have selected your desired program, click the **"Apply"** button at the bottom of the page.

הטכניון 🕅 🔯	± My Document ⓓ 홈	
<	Course Offering - Mini-Questionnaire	
	Welcome to the Technion Registration System. Please choose a program.	
Degree level	UnderGraduate International	
Semester	Undergraduates International Studies 2025-2026 winter	
Program of Study	Engineering Cluster- English	
		Apply

Upon clicking **"Apply"**, a new window will open, where you will need to complete the application form by navigating through the **tabs on the right-hand side** of the screen.

### Screen Structure:

- **Top menu**: Includes options such as **Personal Area, Logout, Applicant Name, and Language Switch**.
- **Right-hand side tabs**: Allow navigation through different sections of the application form.
- Bottom menu: Contains buttons for "Save", "Save and Return", and "Submit".



# Fields marked with an **asterisk (\*)** are mandatory fields.

הטכניון 🕅			₩ Document U	
< Section	C	ourse Offering - Engineering Cluster- English		
Preliminary Details				
Information	Personal Information			
Atouda	*First Name in English	Name		
Personal Information	Middle Name in English			
Country of Citizenship	*Last Name in English	Last Name		
Contact Information	*First Name in Hebrew			
Family Information	Middle Name in Hebrew			
Emergency Information	*Last Name in Hebrew			
High School Details	*Gender	O Male		
University Education Details		• Female		
Standardized Test	*E-Mail			
Student Profile	*Date of Birth	March 29, 2004		
Recommendation Details	*Marital Status	Single	~	
Documents	*Country of Birth	Israel	~	
Confirmation	Immigration Country		~	
	*Mobile Phone / Cell Phone	0544424044		
	Handicapped?	⊖ Yes		
		<ul><li>No</li></ul>		
			Save Save and Return	Submit

#### Note!

If you make an error while filling out the form, contact the <u>Admissions Office</u> instead of canceling your application. Many errors can be corrected by an **admissions advisor**. Canceling and resubmitting an application may result in an additional **registration fee**.

- Academic Reserve (Atuda) students: Must select the relevant option in the application form.
- Applicants with special needs: Those requiring accommodations during their studies or admission process must indicate this in the "Personal Information" section of the form.

0	ourse Ollening - Engliseening Olusier- English
Personal Information	
*First Name in English	Name
Middle Name in English	
*Last Name in English	Last Name
*First Name in Hebrew	
Middle Name in Hebrew	
*Last Name in Hebrew	
*Gender	◯ Male
	• Female
*E-Mail	
*Date of Birth	March 29, 2004
*Marital Status	Single ~
*Country of Birth	Israel V
Immigration Country	
*Mobile Phone / Cell Phone	0544424044
Handicapped?	○ Yes
	• No
	Personal Information <sup>*</sup> First Name in English Middle Name in English <sup>*</sup> Last Name in Hebrew Middle Name in Hebrew <sup>*</sup> Last Name in Hebrew <sup>*</sup> Cender <sup>*</sup> E-Mall <sup>*</sup> Date of Birth <sup>*</sup> Marital Status <sup>*</sup> Country of Birth Immigration Country <sup>*</sup> Mobile Phone / Cell Phone Handicapped?

#### **Reviewing the Registration Form Tabs:**

You must go through all the tabs in the registration form and complete all relevant information.

הטכניון		⊥ My Document 🛛 🖞 🕹	
< Section	C	Course Offering - Engineering Cluster- English	
Preliminary Details			
Information	Address Details		
Atouda	*Home Address	This place, apt.53 street 159	
Personal Information	*City	Namia	
Country of Citizenship	*Zip / Postal Code	0000000	
Contact Information	*Country	İsrael v	
Family Information			
Emergency Information			
High School Details			
University Education Details			
Standardized Test			
Student Profile			
Recommendation Details			
Documents			
Confirmation			
		Save Save and Return Sub	mit

**Special Application Requirements:** 

- Applicants without an academic background: No additional steps are needed.
- **Applicants with academic background:** (including those who have taken even a single academic course) must check the corresponding box

# in the application form.

הטכניון 🕅 מכון טכנולוגי לישראל		<u>↓</u> My Document 🕚 🔒		
< Section	c	Course Offering - Engineering Cluster- English		
Preliminary Details				
Information	University Study Details			
Atouda	Name of University			
Personal Information	City			
Country of Citizenship	Country	~ ~		
Contact Information	Zip Code			
Family Information	Degree			
Emergency Information	Contact Person			
High School Details	E-Mail			
University Education Details	Phone Number			
Standardized Test	Date of Commencement of Studies	Choose a date		
Student Profile	Date of Completion of Studies	Choose a date		
Recommendation Details	Language of Instruction	~		
Documents	Did you study in the Pre-Academic Program at the Technion?	○ Yes		
Confirmation		No		

# Finalizing and Submitting the Application:

Before submitting the application, navigate to the **"Confirmation"** tab. In this section, you must confirm the required authorizations, allowing the Technion access to your matriculation and psychometric scores.

m			_
< Section	C	Course Offering - Engineering Cluster- English	
Preliminary Details			
Information	Confirmation		
Atouda		I confirm the following statements:	
Personal Information	*Declaration in Registration Form		
Country of Citizenship	*Lereby agree that the Technion will hold my	Yes	
Contact Information	personal information recorded on the form		
Family Information	*Confirmation of Delivery of Details - Data Collection and Retention	i	
Emergency Information	*Confirmation of Delivery of Details - Intend for Registration only and not for other use.	• Yes i	
High School Details		○ No	
University Education Details			
Standardized Test			
Student Profile			
Recommendation Details			
Documents			
Confirmation			
		Save Save and Return Subr	nit

- **Clicking "Submit"** will officially send your application for review.
- **Clicking "Save"** will store your progress without submitting the application.
- **Clicking "Save and Return"** will save the form and return you to the homepage without submitting it.

#### Payment of Registration Fees:

After clicking **"Submit Application"**, you will receive a confirmation message.

▲ Please confirm	
This link will lead to the payment webpage. After payment is completed no changes can be made in the application. A payment prove will b	e send to you via email
	OK Cancel

Click **"OK"** to proceed to the **payment system**.

- Enter your **credit card details** in the **payment system** and click **"Confirm"**.
- You will be redirected back to the registration portal, where a confirmation message will appear.



• Ensure that the **registration fee** has been charged to your credit card. Without a successful payment, your application will **not be processed**.

#### After Submitting the Application:

Clicking on your selected **program** will take you to a page where you can view:

- Application status
- General information
- Payments
- Submitted documents



#### After Acceptance:

A couple of days after acceptance, you will receive a **Technion Campus Email**. From this point, you must log into the **portal** using this new email.

- ٠
- Select "Login for Technion Account Holders".
- The **portal homepage** will be updated post-acceptance.



• To return to the screen where you registered for the programs, select the

Don't have an account? Please register here.

New account

Login with Technion account

"Registration" checkbox.

Language Settings Change:

The registration portal is available in **Hebrew** and **English**. To change the language:



- Click on your **name** in the top-right corner.
- Select your preferred language.



# Technical Support & Troubleshooting:

For assistance with registration:

- FAQ Page
- Technical Support Contact: 073-3785600

Good Luck! Technion Admissions Office