

In the name of God

Admissions Manual for International Students

Bachelor`s course

Second Semester

Year 2023-2024

NOTE:

١. Before registering, carefully read all the guidelines.
٢. If you have any questions or doubts, check the "[Frequently Asked Questions](#)" section. If it is still unclear, send your questions by submitting a ticket via the [Support System](#) and receive the answer by [Tracking request](#).
٣. It is mandatory to submit the original documents in the "initial registration" and "interview registration." Whether for the candidates who have invited to the interview and their interview is in person or online. If the original documents are not submitted, the candidate's admission will be canceled.

For further information check the links below:

For Admissions information and Registration
<http://j-alzahra.org>

Submitting a ticket via Support System
<http://support2.jz.ac.ir/index.php?a=add&category=1>

Track Request (view existing ticket)
<http://support2.jz.ac.ir/ticket.php>

In the name of God

"Today, Al-Zahra university (a.s) has shown its impact, a large number of women from all over the country and the world have been raised in this great educational institution and their works have been spread all over the Islamic World."

- The Leader of the Islamic Republic of Iran

A) Introduction of the course

In the Bachelor's course, students learn a series of Islamic Sciences such as Quranic sciences, Islamic Jurisprudence, Islamic Beliefs, Political System and the current situation of the Islamic world in 190 academic credits (units).

After acceptance and admission to al-Zahra University, the applicant, if not fluent in speaking and writing the Persian language will be taught Persian for about a year in the Persian language center then join the Foundation year (Tamhiddiyah) and then the Bachelor's course (Karshenashi).

The Persian language course which is 2 semesters (a year) is worth 34 credits. The Foundation year (Tamhiddiyah) is one semester, worth 19 credits which students must complete after mastering the Persian language and passing the end-of-course exam at the "Persian Language Center". The Bachelor's course (Karshenashi) is worth 177 credits studied at the "[Meshkat School](#)."

B. Program types for Registration

Registration for the International sisters in the Admission's Site is done in either of the programs as follows:

1. Daily program (Roozaneh): specific for applicants who live with their spouses or father/legal guardian in Qom.
2. Dormitory Program (Khabgahi): specific for applicants who reside outside Iran. After the initial stages of admission are completed and the candidate gets their acceptance they receive their Student Visa and come to Iran for finalizing their admission and study while living in the dormitory.

C. I. General Admission Conditions/Requirements

- ۱ . Adherence to the religion of Islam (Muslim);
- ۲.2. Having a valid 12 years (High School) Diploma or a higher certificate (Associate degree, Bachelor's degree, etc) which should be approved by the Iranian Ministry of Education or Iranian Ministry of Science, Research and IT
- ۳ . Having moral and religious values;
- ۴ . Having perfect physical and mental health;
- ۵ . Having completed initial admission process and be accepted in the interview;
- ۶ . Not having any legal prohibition to study, amongst them is not having any prohibition of staying in the Islamic Republic of Iran;
- ۷ . Commitment to the rules and regulations of Al-Zahra University;

- ٨ . Commitment in completion of the Academic course;
- ٩ . Registration at the designated time, completing and submitting all requested valid documents.
- ١٠ . Having no history of illegal residency permit (Iqamah) in Iran

C. II. Specific Admission Conditions (except for applicants who are Indian or Pakistani Passport Holders)

١١ , ١٢ For the Dormitory Program Applicant (Khabgahi):

1. Being Single;

NOTE: Applicants who are divorced or widowed are not allowed in the Dormitory

2. Being 18- 22 years old (born between years 2001- 2005);
3. Having a passport with at least 1 year validity (expiry)
4. Not being registered/having a student code in al-Mustafa University or any of its international branches (outside Iran)
5. Not having Hepatitis B, C, AIDS and severe anemia

NOTE:

- I. Due to the existence of many Religious Seminaries (Hawza) for sisters in India and Pakistan, the quota of students from these two countries for the academic year 2023-2024 is dedicated to the applicants who have studied and received their Bachelor's degree from their Religious Seminaries. Therefore it is for those who are applying to complete the remaining credits from their Bachelors and wish to continue their studies by joining the Master's Course in Al-Zahra University.

- II. In order to be accepted, these candidates must be fluent in Persian (writing and speaking) provided that a valid confirmation is issued by the Seminary's Principal.

Based on this, the admission of applicants registering for the Dormitory Program from the countries mentioned above for Bachelors is limited and according to the conditions mentioned, with certain priorities which are listed in section "D." Therefore, applicants who consider themselves to have either of the priorities as stated in section "D" can submit their request and the necessary documents before registering, so if their request according to the priority is confirmed and accepted by Al-Zahra University, they can continue and finalize the registration process.

- III. If an applicant is registered/has a student code in al-Mustafa University or any of its international branches (outside Iran) and is willing to continue studies in al-Zahra University, the student must refer to the Admission's office of al-Mustafa University to be introduced to al-Zahra University after their request for transfer is approved.

2) For the Daily Program Applicant (Roozaneh):

1. Your Guardian/Spouse (Husband) should be a student of Al-Mustafa University and have an active student code;

NOTE: If the applicant's spouse has no active student code in al-Mustafa University, registration will be allowed in the case that the spouse has at least 1 year validity of the legal residency permit (Iqamah) in Iran.

Based on this an introduction letter from the spouse's place of study or work must be submitted while registering in al-Zahra University.

2. Living with Your Guardian and/or Spouse in Qom.
3. Being 18 - 32 years old (born between years 1991 - 2005);
4. Having a passport with at least one year validity,
5. Having a legal residence of at least 6 months at the time of registration,
6. Not having an educational background in Al-Mustafa society or its representatives,

Note: Candidates who have a history of studying in Al-Mustafa community in Iran or one of the representatives of this center outside of Iran, can continue their studies in Al-zahra community If they want. They have to refer to the acceptance of Al-Mustafa and if they agree, they should be introduced to Al-zahra through the transition.

D) Admission preferences (priorities):

1. Being a Hafiz of the Holy Quran (someone who has memorized parts/whole Quran);
2. Being a Hafiz of Nahj al-Balagha or Sahifa Sajjadiya;
3. Being talented or academically distinguished;
4. Being a preacher, teacher or engaged in doing Tabligh whether locally or international based;

5. Being active in social, religious, cultural or scientific works;
6. Having a regional priority;
7. Having a record of Islamic education (studied in an Islamic Seminary);
8. Having a Bachelor's degree or higher;

E. Registration time

The site for registration is open from 22 November to 6 December 2023 through the official Admissions Website: www.j-alzahra.org

Admission Procedures Schedule

Title	Time
Registration through Jamia Al-Zahra website	from 22 November to 6 December 2023
Preliminary result announcement	١٦ ٠٠٠٠٠٠٠٠٠٠ 2023 via SMS (Message)

F. The Registration process:

F. 1. Initial registration

1. Visit the official Admissions Website: www.j-alzahra.org under section, '[Register](#)' then '[Bachelors course registration](#)'

٢. Click on - [Get a registration Card](#) -

٣. Login using the registration card information;

4. Complete the registration and get the tracking code (token number); After completing the registration on the Jameh al-Mustafa Site (Sampa.miu.ir) and receiving a Password, It is necessary to send it through the link below for the Jameh al Zahra admission part:

<http://support2.jz.ac.ir/index.php?a=add&category=1>

Note1: As mentioned, registration in the admission system of Al-Mustafa University is only for candidates who have not student Code. Those who have already received an academic code from Al-Mustafa University and this code has been blocked for any reason should not apply for this program.

Note2: Those registrants who are studying in al-Mustafa University or under any of its branches and have an active al-Mustafa code, do not need to register in the website. For admission in al-Zahra University, they have to apply by providing a transfer application from where they study. Hence it is worth noting that the admission depends on the transfer approval from where the registrant is studying with submission of the academic file (mark sheet of previously passed credits) to al-Zahra University. Therefore, no direct response will be given to any applicant regarding their transfer to al-Zahra University.

F. 2. Preliminary (initial) result announcement by the admission's office:

۱. After checking and approval of the documents;
۲. Initial admission result is announced to the candidates accepted;
3. Invitation to a selective Interview in case of initial admission and registration of candidates in the interview system.

F-3. Conducting an interview :

The interview of the candidates (accepted) living in Qom city will be held in person, and for those living outside Iran will be held online by this Link:

<https://meet.google.com/yah-nubv-kui>

F-4. Announcement of the final admission result:

After the interview and its final review, the final result of the candidates will be announced, the candidates who have been accepted must proceed for the final registration based on their acceptance. If the candidate does not, will be rejected it's acceptance.

F- 5. Issuance of Student (Tahsili) Code

If the documents are complete for those accepted persons who have completed the final registration, Education code is issued and will be sent through SMS to the number registered in the system at the time of initial registration.

F -6. Sending study visas for dormitory admissions :

The study visa for those person who accepted to the dormitory will be sent to the place designated by the registrants during registration and the telex number will be announced to her or her representative.

Note: Applicants who have received the telex in their country must send the scan of the ticket and the flight time through the following link to enter Iran and make the necessary arrangements:

<https://support2.jz.ac.ir/index.php?language=English&a=add>

F-7. The presence of those accepted to the dormitory with a study visa in Iran and the completion of the final stages of admission:

The final accepted students of the dormitory course must apply for entry to Iran immediately after receiving their study visa along with the originals of all requested documents, and after entering Iran, immediately refer to Al-Zahra University admissions to complete the registration process. The aforementioned applicants should note that traveling to other cities from

the point of entry to Iran (Imam Khomeini Airport) until the final acceptance procedures are completed is prohibited and will result in the cancellation of their acceptance. Also, after going to Al-Zahra University admission and presenting the final registration documents, it is necessary to go through the steps of obtaining a health certificate based on the admission expert's explanation immediately, and leaving Al-Zahra University before completing the registration and presenting the health certificate to the admission is prohibited. After completing the registration, leaving Al-Zahra University for short trips in the city of Qom or travel to other cities of Iran must be done according to the rules of Al-Zahra University and with the coordination of the dormitory.

F-8. Issuing a letter of introduction to the Persian language center:

All accepted students (both daily and dormitory) who are not fluent in Persian language) they do not know Persian language) , must go to Al-Zahra University admissions at the time of registration and receive a letter of introduction to attend Persian language classes. Farsi language classes and foundation (preparatory) courses are held by the Persian Language Center and are free for applicant students who have been accepted through the General Department of Assessment and Admission of Al-Zahra University.

F-9.Choosing a course unit: The selection of the unit of the first semester (semester) for those accepted students who are fluent in Persian (They know Persian language) and whose education starts from the foundation (preparatory) course or undergraduate course is done by the Persian language center or Meshkat School. People who are not fluent in Persian

language (they do not know Persian language) are transferred to the Persian language training center to learn Persian language during two semesters and then transferred to the foundation course (preparatory course .)

Reminder1:

It is not possible to take leave in the first Semester of the Bachelor and Farsi programs.

Reminder2 : After issuing the academic code to the accepted students, they will be able to access their personal page in the scholar system. The username to enter this system is the same as the academic code and the password is the same as the passport number registered in the admission registration system.

F-10. Commute service registration: Al-Zahra University has provided a transportation service to all parts of the city for those students to the daily course. After receiving the academic code, students of the daily course can use the service by referring to the scholars system and their personal page in this system. Register the aforementioned . It is worth mentioning that most of the cost of commuting service is provided by Al-Zahra University, but a part of this cost is taken from the students, the exact amount of which is announced at the beginning of each semester. If you have any questions or ambiguity about the transportation service, you can call this number 02532112255.

F - 11. Kindergarten registration: Another facility of Al-Zahra University for daily students with children 6 months and older is the possibility of using a kindergarten. This category of students to register in the kindergarten after receiving the academic code, they can refer to the "Shokufeha Kindergarten" system at the address <https://mahd.jz.ac.ir/> regarding registration and

payment of tuition fees. Your child or children of 6 months and older should apply. For information about the terms and conditions of the kindergarten and the tuition fee, you can refer to the following link

<https://mahd.jz.ac.ir/Terms:>

F – 12.Registration at Al-Mustafa University: In order to benefit from the services and obtain an academic degree of Al-Mustafa University, the final accepted students must take steps to register in the admission system of Al-Mustafa University and send the required documents. After registration, the submitted documents are checked by the experts of Al-Mustafa University and if there are no errors and the documents are verifiable, the academic code of Al-Mustafa University is issued to the accepted students. Please note that the process of issuing Jamaat al-Mustafa code takes time and does not take place immediately after registration. This takes between 2 and 3 months for those accepted students whose documents can be verified

F-13. Registration of the service center and other service and welfare departments: the final accepted students who have been accepted and have received an academic code, in order to benefit from some welfare services, it is necessary to refer to the "Non-Iranian Students' Welfare and Health Affairs" office located in the building opposite Hazrat Khadija's dormitory and the office next to the counseling center of Al-Zahra University. You can also send a message to 09194530169 in the Eita messenger to get the necessary guidance in this regard.

G. Required documents for registration:

Please prepare and scan the following documents before registering in the system

G-1.Initial registration

١. New image of full face with white background and full hijab;
٢. Passport pages (Profile, Visa, and Valid one year residence)

Note1: The applicants who are Indian Citizens, must present a scan of the final page of their passport.

Note2: The applicants who are Iraq Citizens and Afghanistan Citizens must have electronic Passport.

3. Visa and one-year valid residence of the applicants and their spouse or father

٤. ID Card (If you do not have this card, you have the opportunity to prepare/produce it up until the final registration, but it is mandatory to submit the ID card number for registration)

5. Diploma and Grades, approved by the Ministry of Education's International Department (The minimum qualification for registration is a 12-year diploma)

Note 1: applicants who have a history of seminary education; It is necessary to upload the sealed transcripts of their seminary courses.

Note 2: The image of the academic degree of all the candidates is submitted to Al-Mustafa community for validation final acceptance is subject to the validation of the degree.

6. Two Letters of recommendation (From two known individuals or Islamic Institutions, the Imam of a mosque, or a representative of Al-Mustafa University).

7. The guardians acceptance/satisfaction Letter.

٨. Marriage Contract (for daily program students).

۹. Scan of your 'Health Card' (for daily program students.)

Note: If the applicants does not have a health card or if one year or more has passed since the date of issuance of his health card, in case of passing the interview and final acceptance, it is necessary to take a series of tests that will be announced by the assessment and acceptance department and by referring to the doctor of Al-Zahra University and presenting the results of these tests to her, obtain the health certificate and submit it for assessment and acceptance. It is worth noting that the cost of conducting these tests is free only for those accepted students to the dormitory, and those accepted students daily must pay the cost of conducting the tests. Dormitory admissions students can go to the laboratory of Baqiyat Allah Clinic

(located on Shahid Fatemi St "Dor Shahr Stree", Qom)

only if they have entered Iran with a study visa to get free tests. Based on a memorandum of understanding with Al-Mustafa University, this clinic. Conducts tests for those accepted students to the dormitory, who have received study visas without charging a fee.

10 . Corona vaccine card or certificate: All accepted students must have received three doses of the corona vaccine, the last dose must be at least 6 months before registration; Therefore, it is necessary to present a card or certificate of receiving the corona vaccine three times at the time of final registration.

Note: People who are prohibited from receiving the corona vaccine according to the doctor's diagnosis must present a stamped certificate from the doctor

stating that they are prohibited from receiving the corona vaccine instead of the card or the corona certificate.

11. Computer card or supervisor's introduction letter from Al-Mustafa University (special for daily applicant)

Note: It is necessary to submit all the above Original documents (including the documents related to the stage of "initial registration" and "interview registration") at the time of interview (Especially for daily program students)or final registration(Especially for Dormitory program students) , and if they are not submitted, the applicant will not be accepted.

H. Features of submitted document images

Documents should be scan in color and in jpg or jpeg format. Also, the sent scan must be clear,

there are no borders and no stretching in length or width.

Acceptable submit of images is the following size.

Image extension/ Image Suffix	Maximum image size	Minimum image size	Maximum length and width of the image	Minimum image length and width	Title
JPG/JPEG	250KB	60KB	Pixel ٦٠٠	Pixel 400	personal photo
JPG/JPEG	600KB	90KB	Pixel ١٥٠٠	Pixel ٦٠٠	Other documents

According to the mentioned points, the images sent below will not be accepted

١. Images lack resolution quality;
٢. Pictures taken with a mobile phone;
٣. Black and white images ;
٤. image made from copies of documents;
٥. Very small images that become blurred and lose their clarity after zooming;
- ٦ . Bordered images.

not1:

According to the mentioned quality features, it is clear that just receiving the image from the system does not mean that the submitted documents can be verified. Therefore, it is necessary for the registrants to check it on their computer or laptop before sending the image of the document whose length and width have been set in the format of the above table, and if they are sure that it has the mentioned quality features, proceed to send it .

not2:

To know how to send the image and its more details, you can refer to the« website guide for setting up and uploading document images» in the admission website.

Important Reminder:

١. If the entered information does not match the original documents, the applicant acceptance 's admission will be canceled. Also, the applicant is responsible for entering wrong information.
٢. Documents sent after the end of the registration date will not be accepted.
٣. The documents submitted will not be returned.

Deputy of education and training

Assessment and Acceptance