# USER MANUAL

:: REGISTRATION





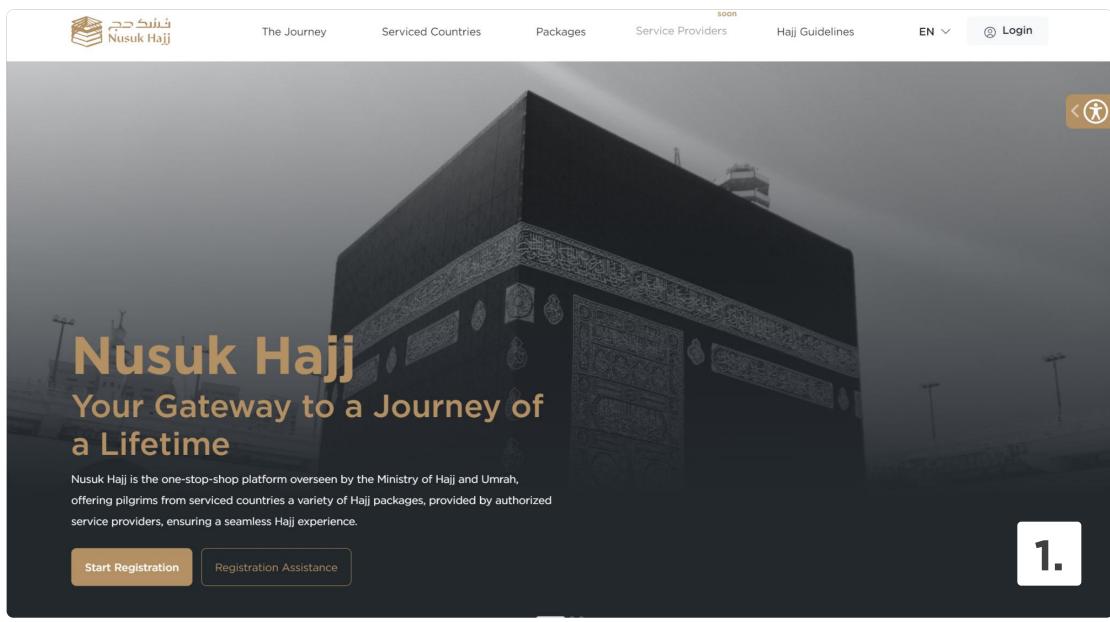


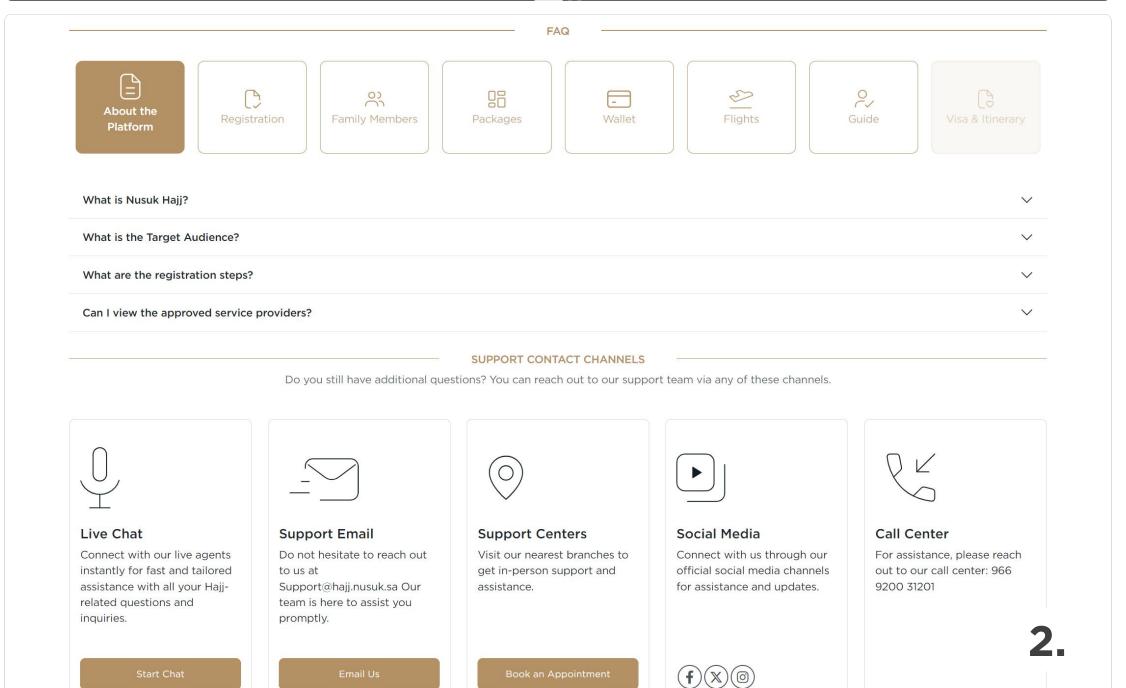


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#### Registration Assistance

### Steps:

#### 1. Registration Assistance

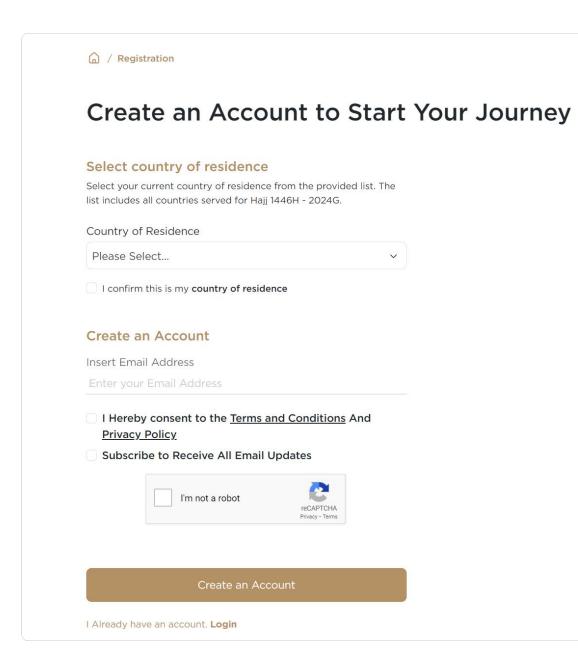
This will lead you to FAQ page where you can get Help & Support About the Platform, Registration, Family Members, Packages, Booking. Also, you can know more About Nusuk Hajj and our Target Audience.

#### 2. Support

You can get support from the below contact channels.

- Live chat: By pressing Start Chat a live chat pop-up will be opened to chat.
- **Social Media:** Here you can connect with us through our social media platforms by pressing on the platform and start reaching us.
- Call Center: Dial the contact number in the box and reach us out.
- **Support Email:** By pressing Email Us a pop-up will appear letting you to send new ticket but first you have to fill in the data (First & Last Name, Email, Contact Mobile Number & Need assistance in) the press Send Ticket.
- **Support Centers:** By pressing Book an Appointment a pop-up will appear you have to fill in the data to get an appointment to the nearest center (Location, Full Name, Contact Number, Email Address, Date & Time) then press Book Appointment.







#### Registration

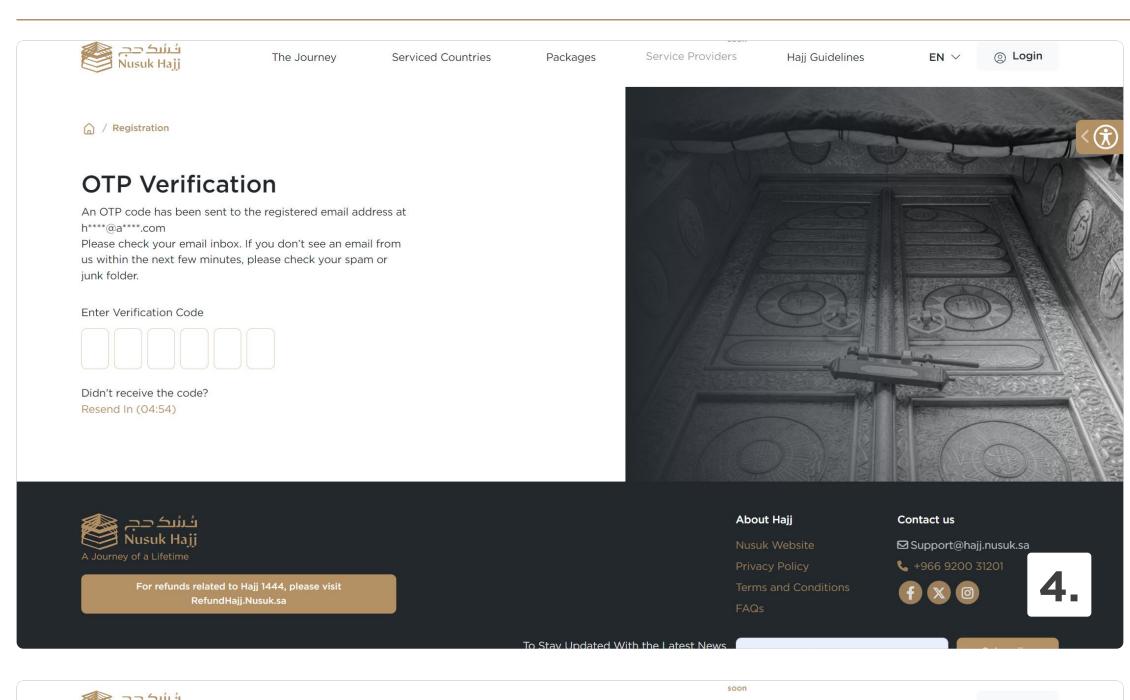
# Steps:

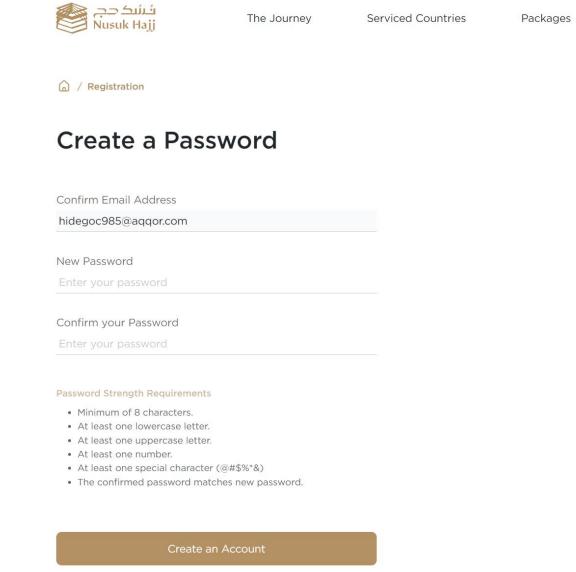
#### 3. Start Registration

To register a new account, we must fill the following:

- Select the Country of Residence.
- Check confirm the Country of Residence.
- Insert Email Address.
- You must read the Terms and Conditions and mark the checkbox indicate that you have read and agree to the terms.
- Create Account.









#### Registration

### Steps:

#### 4. OTP Verification

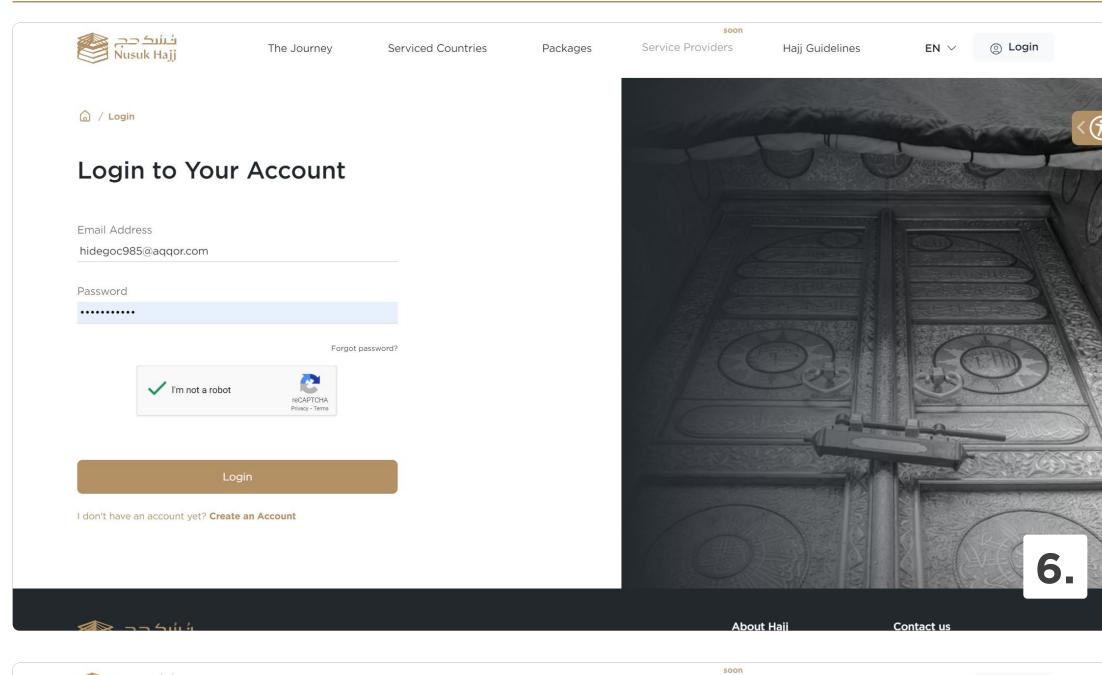
Here you will be redirected to Verification Page (You need to add the OTP Verification code that you received in you email box).

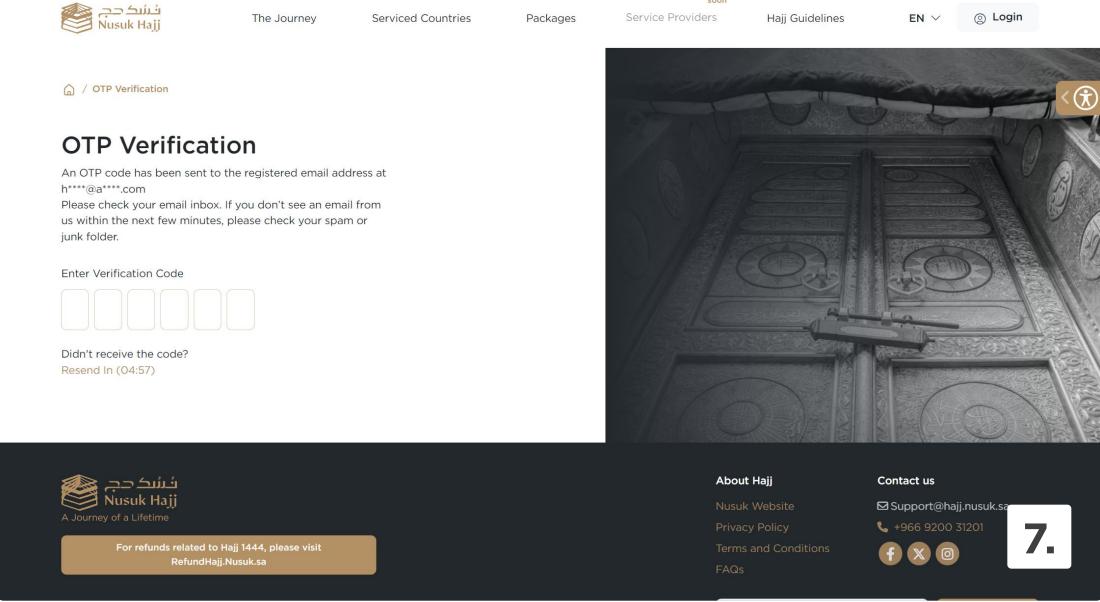
After entering the OTP successfully, you will be directed to create password page.

#### 5. New Password

Here, you have to fill New Password and Confirm your Password (Please note that you must set the password according to below mentioned policy). Press Create Account to be redirected to Login Page.







#### Login

# Steps:

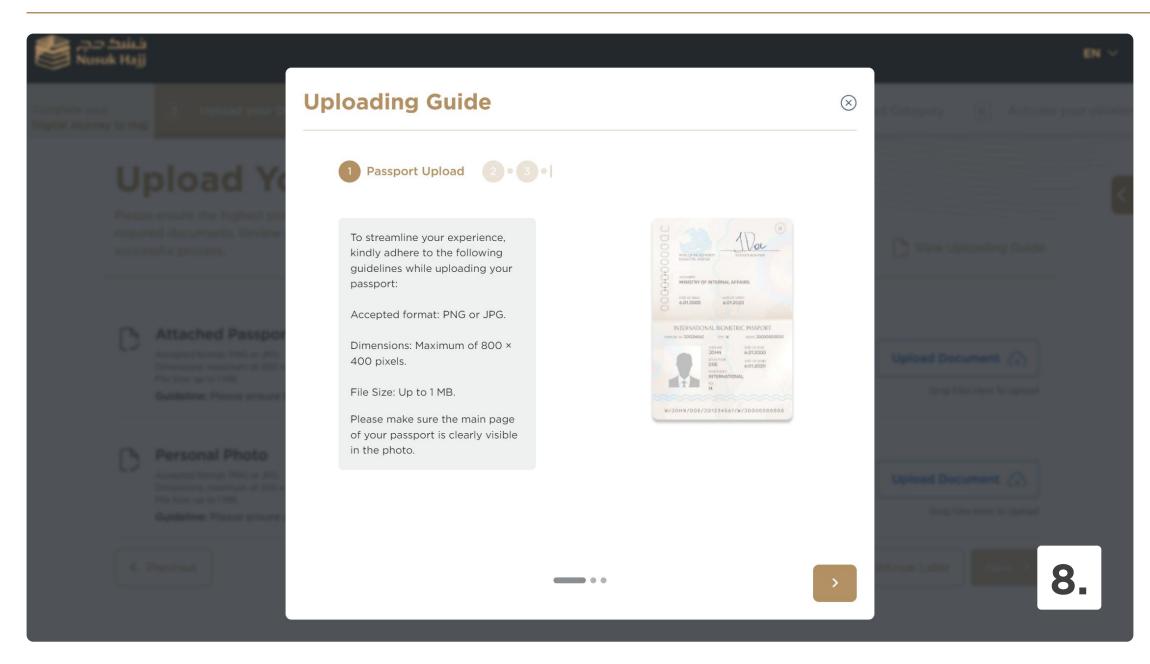
#### 6. Login

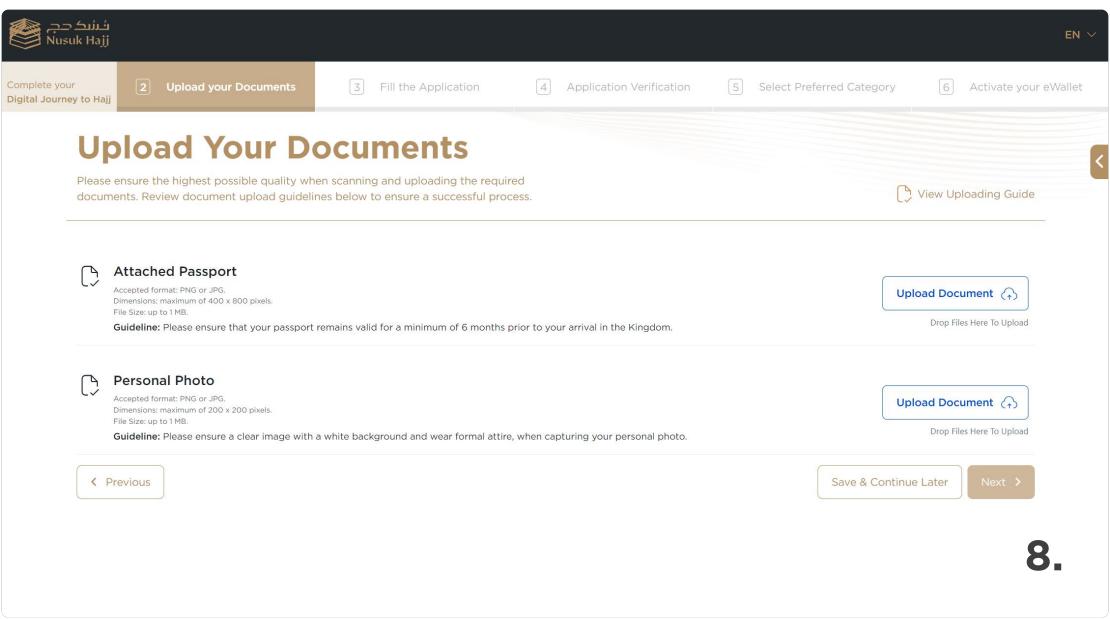
Enter your Email Address you previously registered with.

#### 7. Verify Login

Press Login the enter your verification code sent by mail.







### Steps:

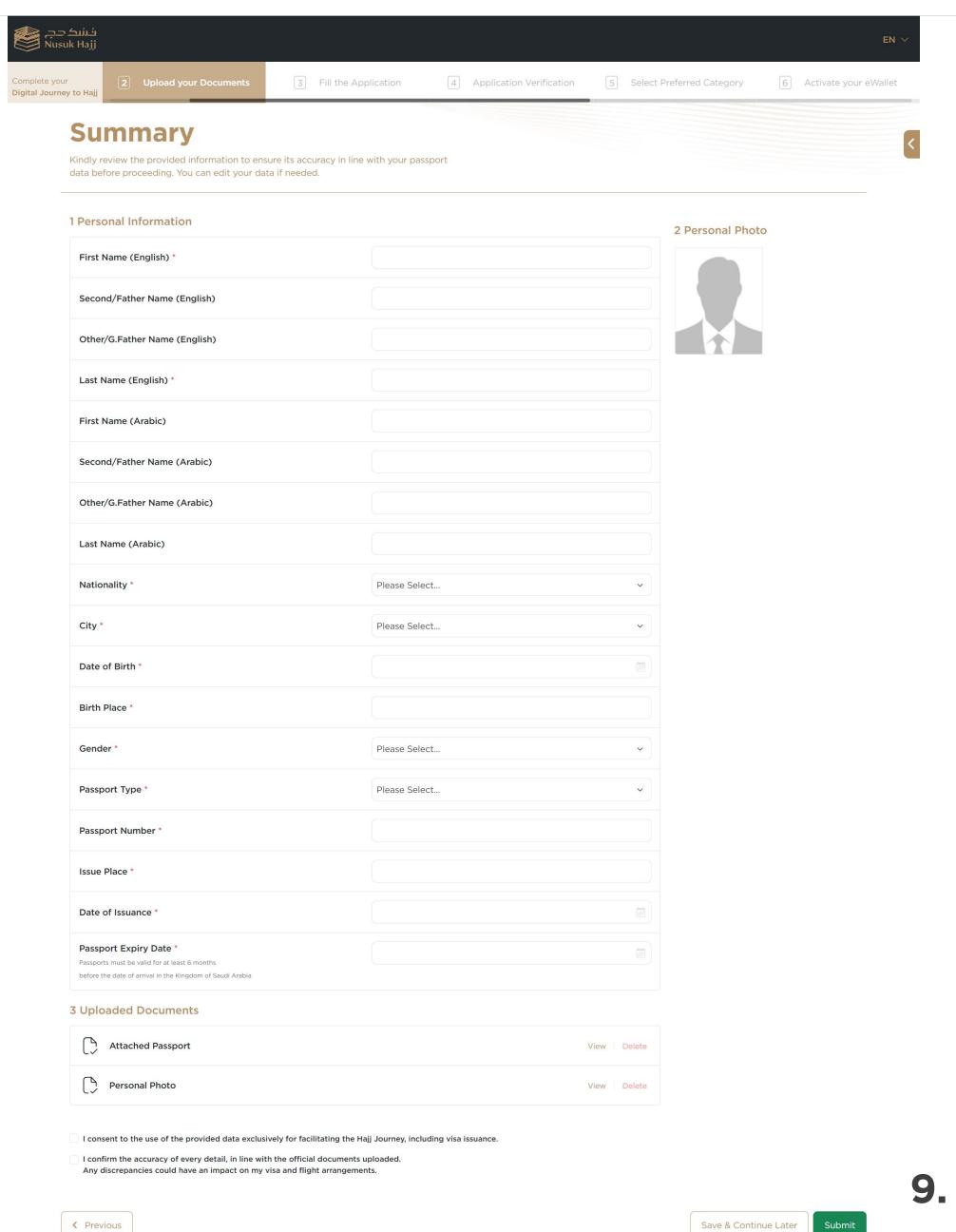
#### 8. Uploading Documents

You will be redirected to the uploading guide that will help you with files needed for uploading (Passport, Personal Photo, Proof of Residence Attachment) when Pressing Start Uploading will continue to Documents Upload Page.

**Note:** The acceptable files specifications are mentioned under required documents. We can skip this by pressing Save & ContinueLater .

• Upload Passport, Personal Photo - Then Next.





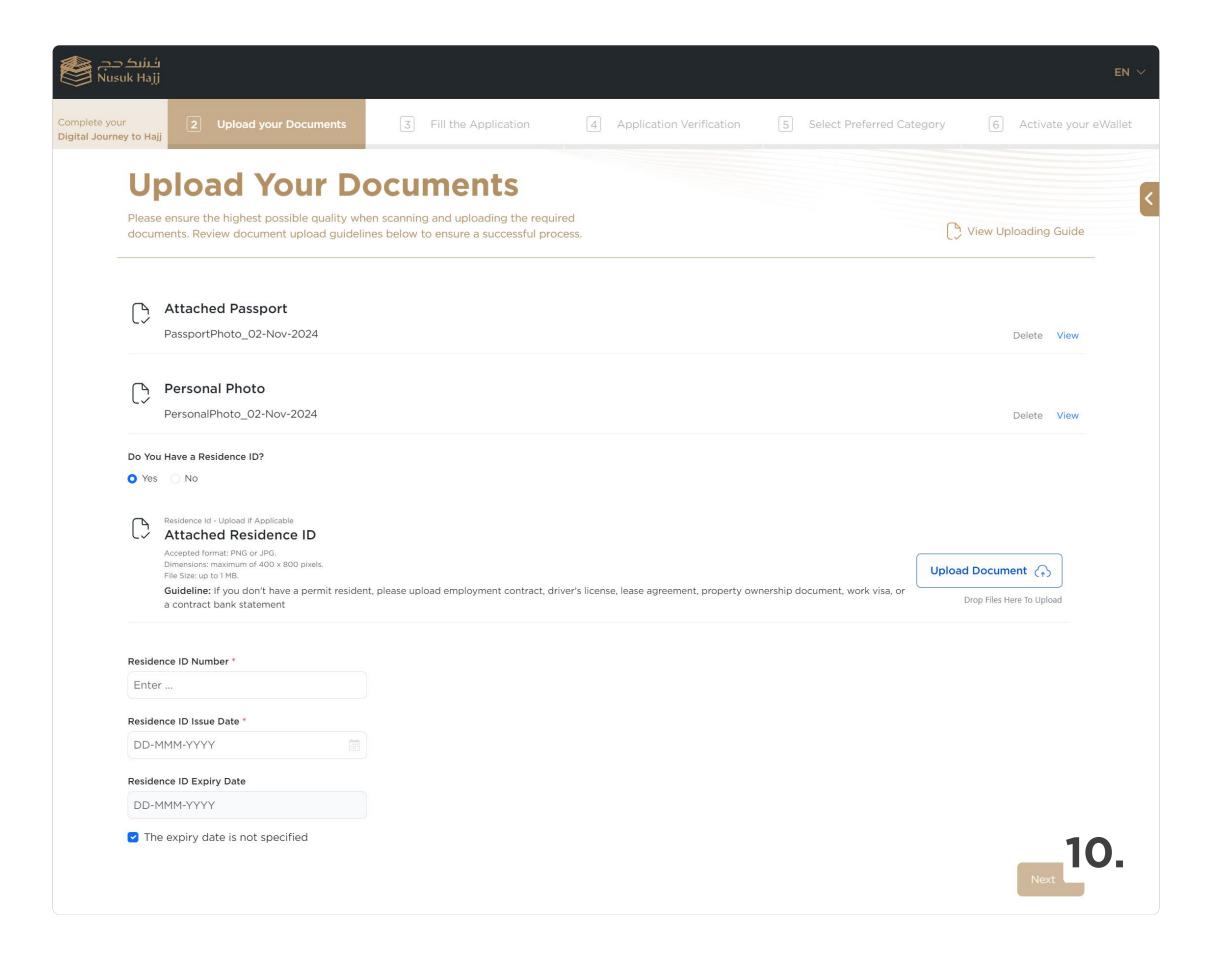
# Steps:

#### 9. Summary page

You will be redirected to summary page that you can view & edit through (Personal Information, Personal Photo, Uploaded Documents).

Please verify that I agree to all the above data and confirm its accuracy before submitting and confirming the submission to proceed to the next step.





### Steps:

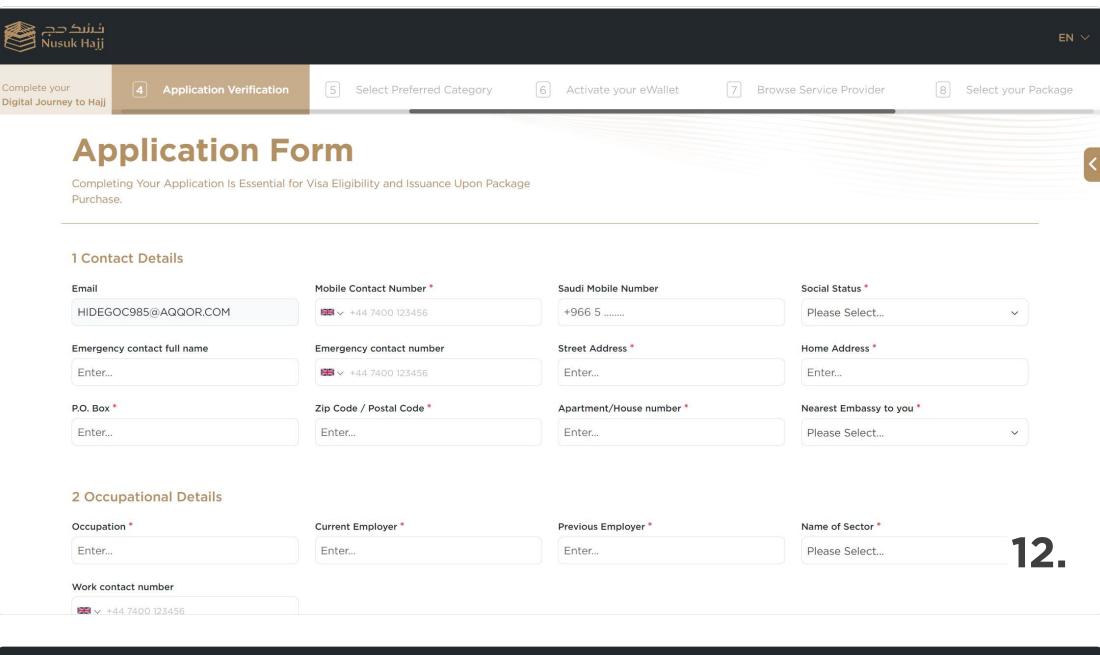
#### 10. Uploading Proof of Residence

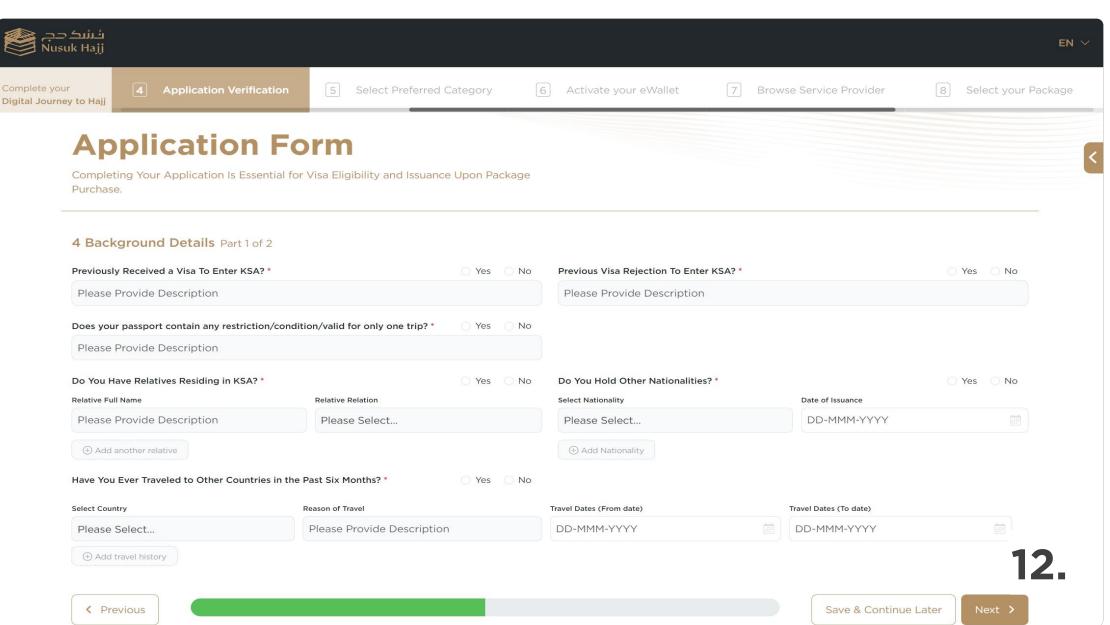
You will be redirected to the Upload documents page again to upload the Proof of Residence.

#### 11. Summary page

Then you will be redirected to the summary page again that appear in step to review all previous data added and documents, then Next.







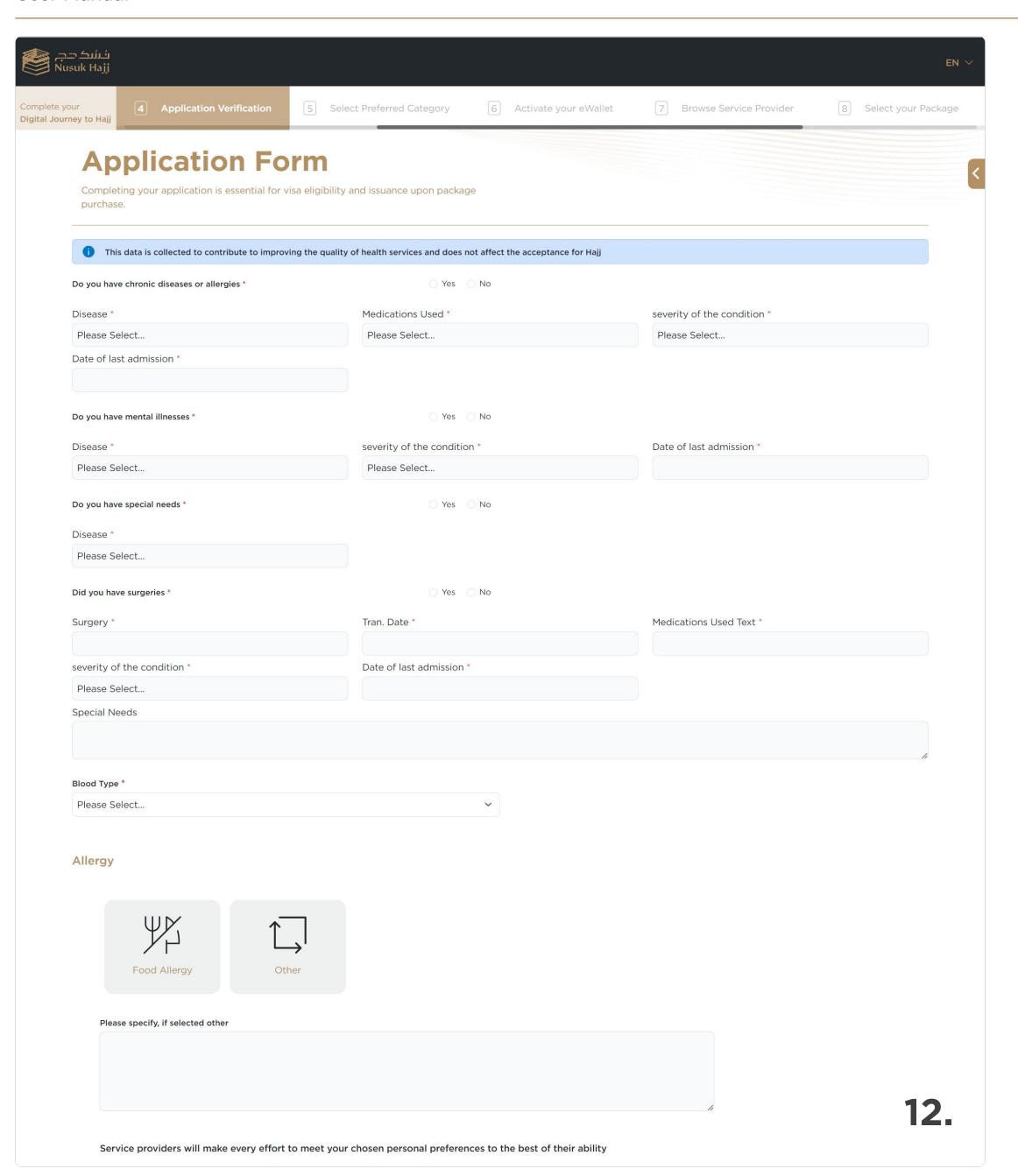


#### 12. Fill in Application

Here we will have to fulfill:

- Contact Details that include (Mobile contact no, Mobile no, Social Status, Emergency contact full name...etc.)
- Occupational Details that include (Occupation, Current Employer, Pervious Work, Name of Sector...etc.).
- Arrival Details that include (Expected Entry Date, Expected Days in Kingdom...etc.) Then next.
- Background Details you will have to answer the questions Then press Next. Note: Background Details have two parts of questions to answer then go to the next step.





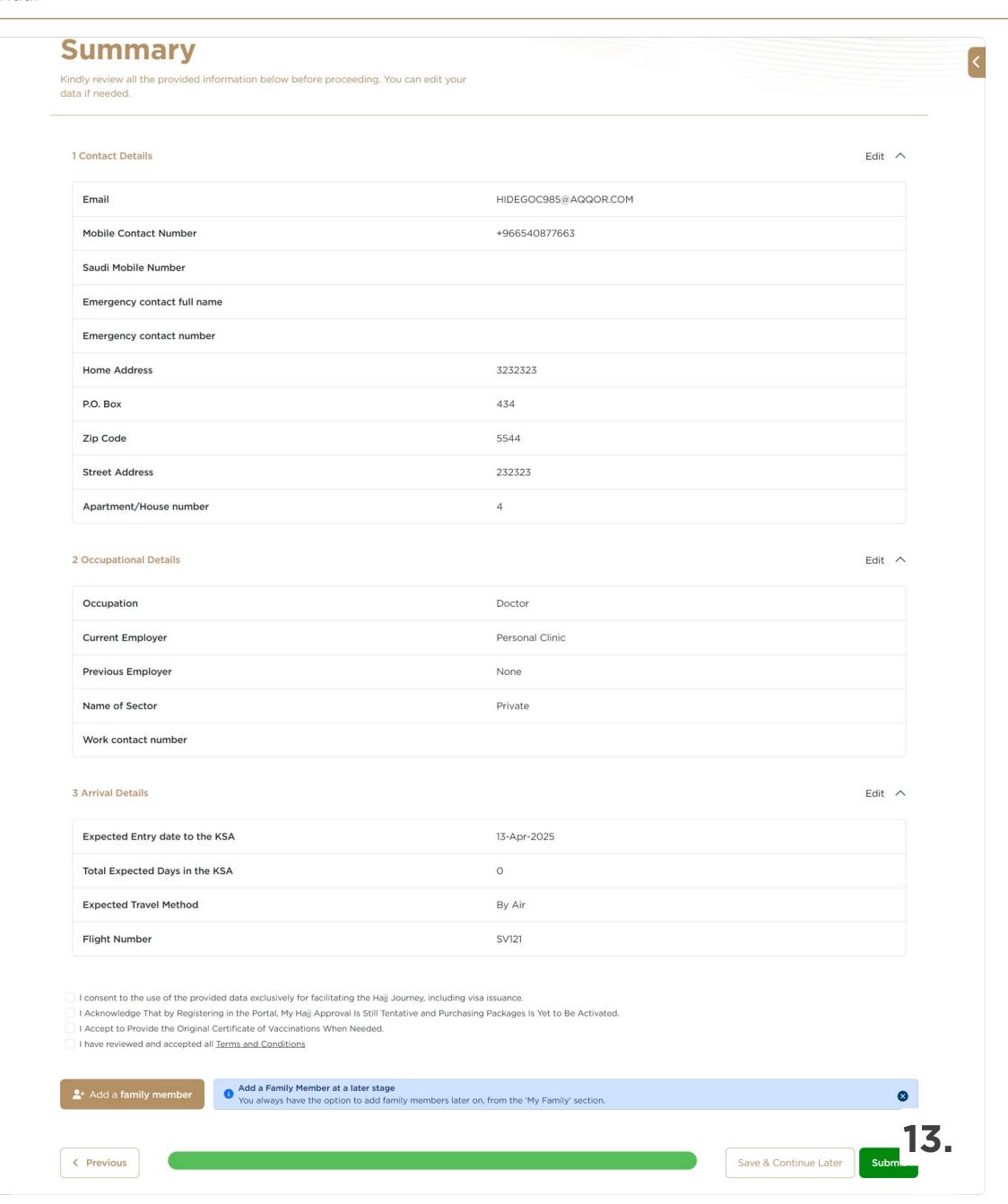


#### 12. Fill in Application

After that you will be redirected to:

- Accessibility Requirements.
- Health Conditions.
- Allergy.





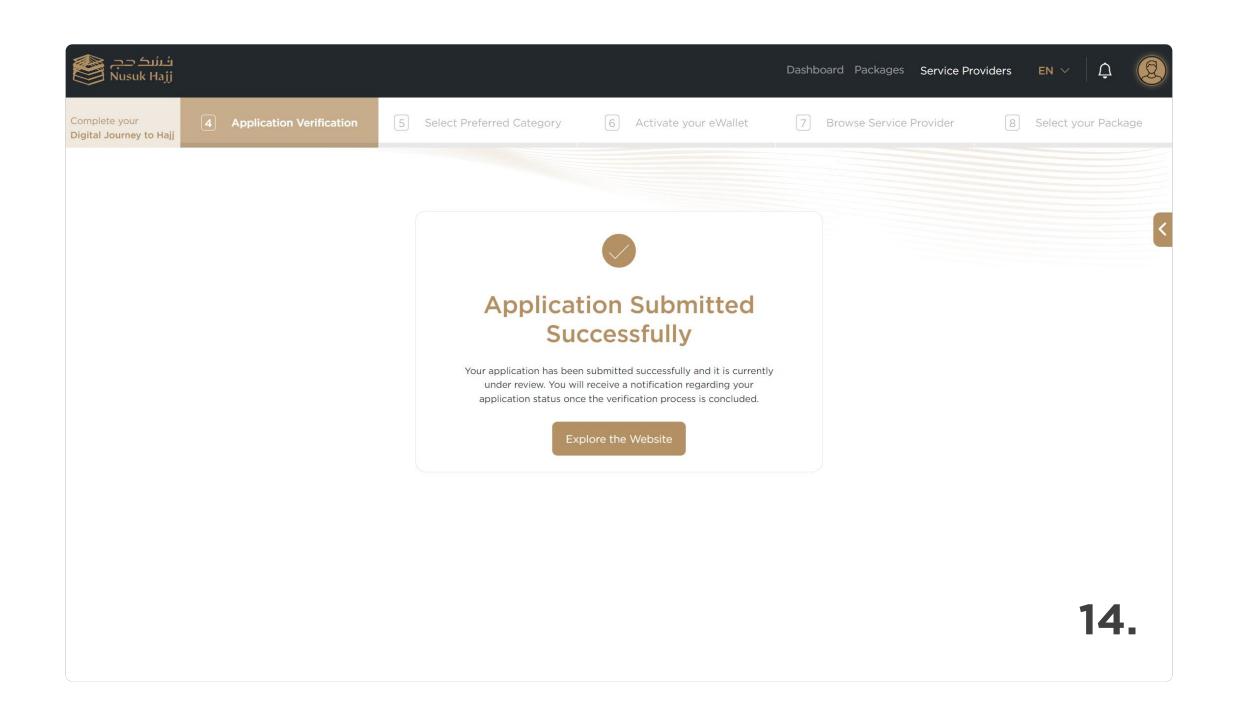
# Steps:

#### 13. Summary

Then you will be redirected to the Summary that you review the previously added details and approve the check boxes then Submit.

Note: You can add a family member also.





## Steps:

#### 14. Submitting Application

After Submitting the Application, you can Browse the site.



