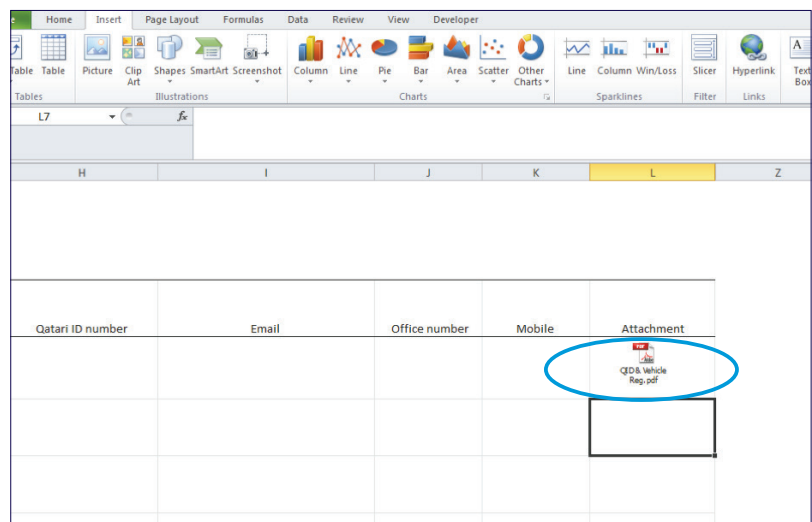# VEHICLE ACCESS TAG (VAT) APPLICATION
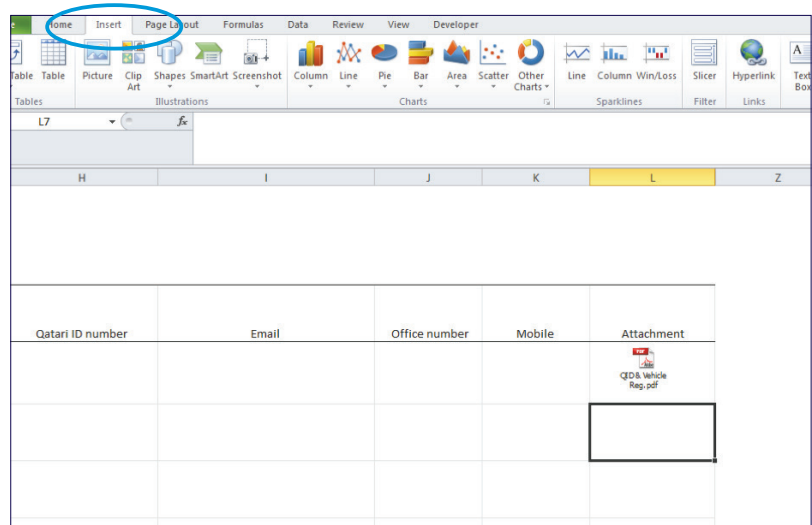
STUDENT

INSTRUCTIONS

▶ Fill in the requested information from the Microsoft Excel file attached and insert a copy of your QID and Vehicle Registration on it.

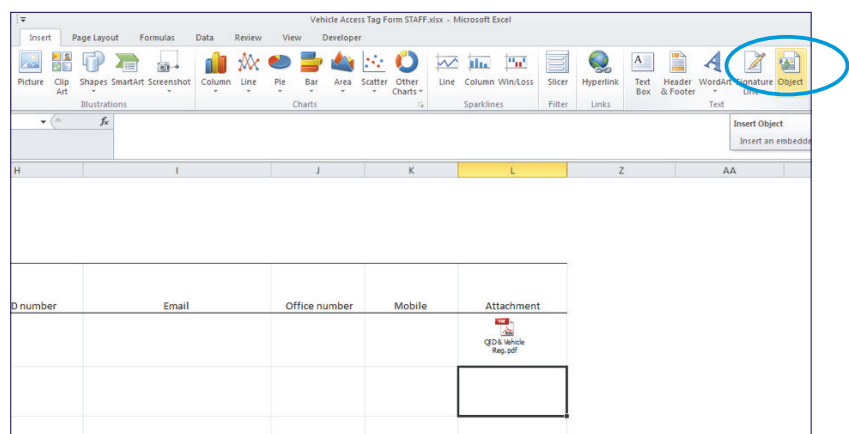STEPS TO INSERT PDF FILE ON EXCEL SHEET

1. Open the Microsoft Excel file and click on a cell from the column of attachment.

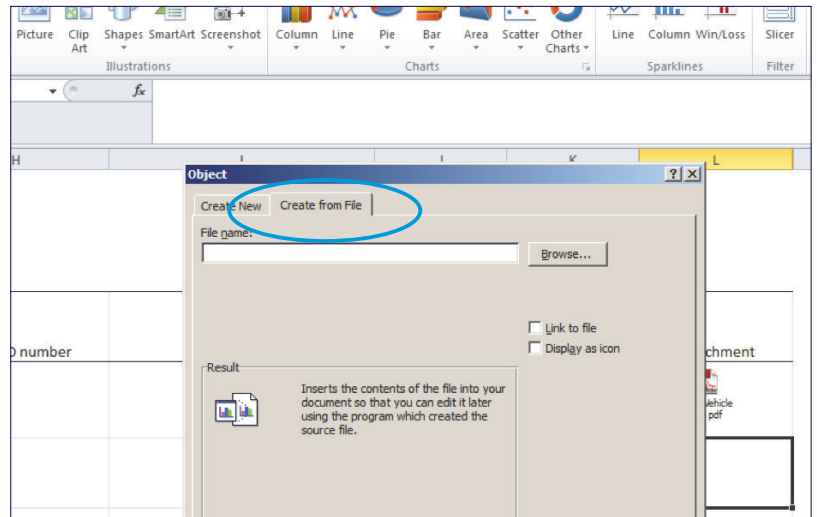2. Go to Insert at the Menu bar and click.
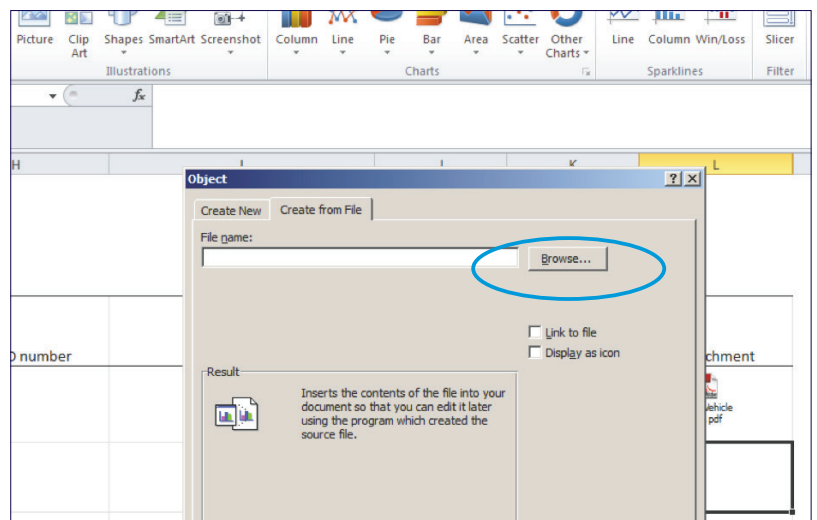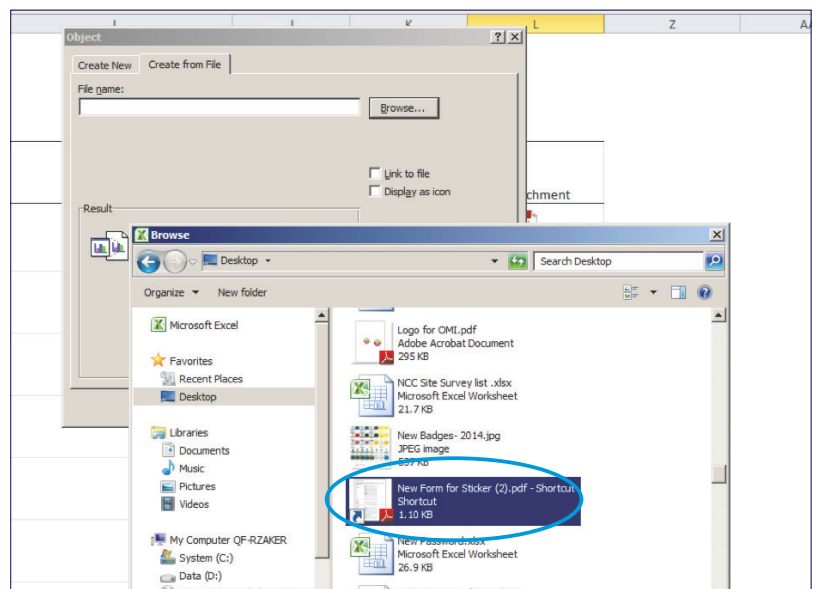

3. Click on the Object icon.

INSTRUCTIONS

4. Click on the second tab option.

5. After saving your file, click on the Browse button.

6. Find your file.

VEHICLE ACCESS TAG (VAT) APPLICATION

STUDENT

جامعة
حمد بن خليفة
**HAMAD BIN KHALIFA
UNIVERSITY**

عضو في مؤسسة قطر
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INSTRUCTIONS

7. Once file is selected, check on the Display as icon option and click on the Change icon button.
    Click OK once done.

Upon completion of this form please return to HBKU Registrar's Office - Education City Student Center. For more information, please send an email to registration@hbku.edu.qa, or call +974 44540378.