

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



THE HASHEMITE KINGDOM OF JORDAN
Ministry of Foreign Affairs and Expatriates

Steps to Create Account

1. Click on "Create Account" to start the process.

The screenshot shows the website header with the Jordanian coat of arms and the text 'THE HASHEMITE KINGDOM OF JORDAN Ministry of Foreign Affairs and Expatriates'. Below the header is a dark red navigation bar with 'Visitors Appointments System' in the center and 'Register' and 'Log In' on the right. An arrow points to the 'Register' button. Below the navigation bar is a grey box with the text 'Welcome to make appointment about any service from our embassies please Register and make suitable appointment for you from the available slots , if already you have account please Login to manage your appointments.'

2. Enter Email and Password, and Confirm Password

The screenshot shows the 'Register' form on the website. The form has a title 'Register' and a sub-header 'Create Your Personal Account on the Visitors Appointment System to be able to book and manage appointments with Your Embassy - if you already have an account please login from Here, if you forgot your password you may reset it from Here'. Below this is a link to the 'Privacy Policy'. The form contains three input fields: 'Email', 'Password', and 'Confirm password'. The 'Password' field has a list of requirements: 'Passwords must be at least 6 characters', 'Passwords must have at least one non letter or digit character', 'Passwords must have at least one digit ('0'-'9')', 'Passwords must have at least one lowercase ('a'-'z')', and 'Passwords must have at least one uppercase ('A'-'Z')'. Below the input fields is a red 'Register' button and a link 'Did not get the email, resend?'.

3. After entering the required information, a confirmation email will be sent to activate your account.



4. Your confirmation email will look like this:



5. Click on the link to activate your account on the system, and the system will activate your account.



6. You can now log in to the system by entering your email and password and clicking "Log in".



7. After logging in, the welcome screen will appear. Click "Here" to continue.



Ministry of Foreign Affairs and Expatriates

Welcome

You can now Manage your Appointments in our Embassies from [Here](#)

8. Enter your information if you are a Jordanian citizen.



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User Profile

Nationality	National Number	Birthday Date		
<input type="text" value="Jordanian"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Get"/>	
First Name	Second Name	Third Name	Fourth Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Cell Phone	Land Line	Communication Type	Embassy / Location	Country
<input type="text" value="+962"/>	<input type="text"/>	<input type="text" value="--Choose --"/>	<input type="text" value="--Choose --"/>	<input type="text" value="--Choose --"/>
Reason of stay	Address			
<input type="text" value="--Choose --"/>	<input type="text"/>			

Enter your information if you are a foreigner.



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User Profile

Nationality	Passport Number			
<input type="text" value="Ethiopian"/>	<input type="text"/>			
First Name	Second Name	Third Name	Fourth Name	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Cell Phone	Land Line	Communication Type	Embassy / Location	Country
<input type="text" value="+962"/>	<input type="text"/>	<input type="text" value="--Choose --"/>	<input type="text" value="--Choose --"/>	<input type="text" value="--Choose --"/>
Reason of stay	Address			
<input type="text" value="--Choose --"/>	<input type="text"/>			

9. After saving your data the system will communicate with you as you select in communication type, and you are ready to book your appointments at any embassy worldwide.

Best regards
Ministry of Foreign Affairs and Expatriates