EMBASSY OF THE STATE OF KUWAIT
CULTURAL DIVISION

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NEW STUDENTS

Dear Students:

Please register through the KCO-DC Student Portal before arriving in the US, otherwise the office cannot process your Embassy registration, issue the Financial Support Letter, and **will not pay your salary, activate your insurance and scholarship** without completing registration in the Student Portal.

Follow these steps to register:

1) **Create your account in the Student Portal.** Go to our website at www.kuwaitculture.com and click the green "Login to Student Portal" button on the upper right-hand side, then select "New Registration" to initiate your registration. Fill out your information accurately and upload your valid passport and the front & back of your valid civil ID in PDF format. Allow up to 24 working hours for the assigned advisor to review and approve your registration request. You will receive further instructions once registration is approved.

2) **Submit a request for approval of your ESL or Academic/Bachelor admission.** Login to the Student Portal and click "Admission Certification" on the left-hand side, then click the blue "Apply for New Admission Authentication" button.

3) **Upload all the required documents.** Login to the Student Portal and click "My Documents" on the left-hand side, then click the blue "Upload New Document" button. Upload your documents one at a time in PDF format and label accordingly by using the drop-down menu options. These are the required documents for admission certification:

    a. IELTS or TOEFL results
    b. High school (grades 9-12) transcripts OR A-level and IGSCE scores
    c. Equivalency (if you attended high school privately or outside Kuwait)
    d. Admission letter or application receipt (with intended major and starting semester)
    e. Immunization certificate (for childhood diseases such as MMR, DPT, etc., not COVID-19)

You can correspond with your assigned advisor through the Student Portal once registration is approved. Login to the Student Portal and click "My Messages" on the left-hand side.

Tutorials for using the Student Portal are posted on our website at www.kuwaitculture.com, below the green "Login to Student Portal" button on the upper right-hand side.

Thank you.