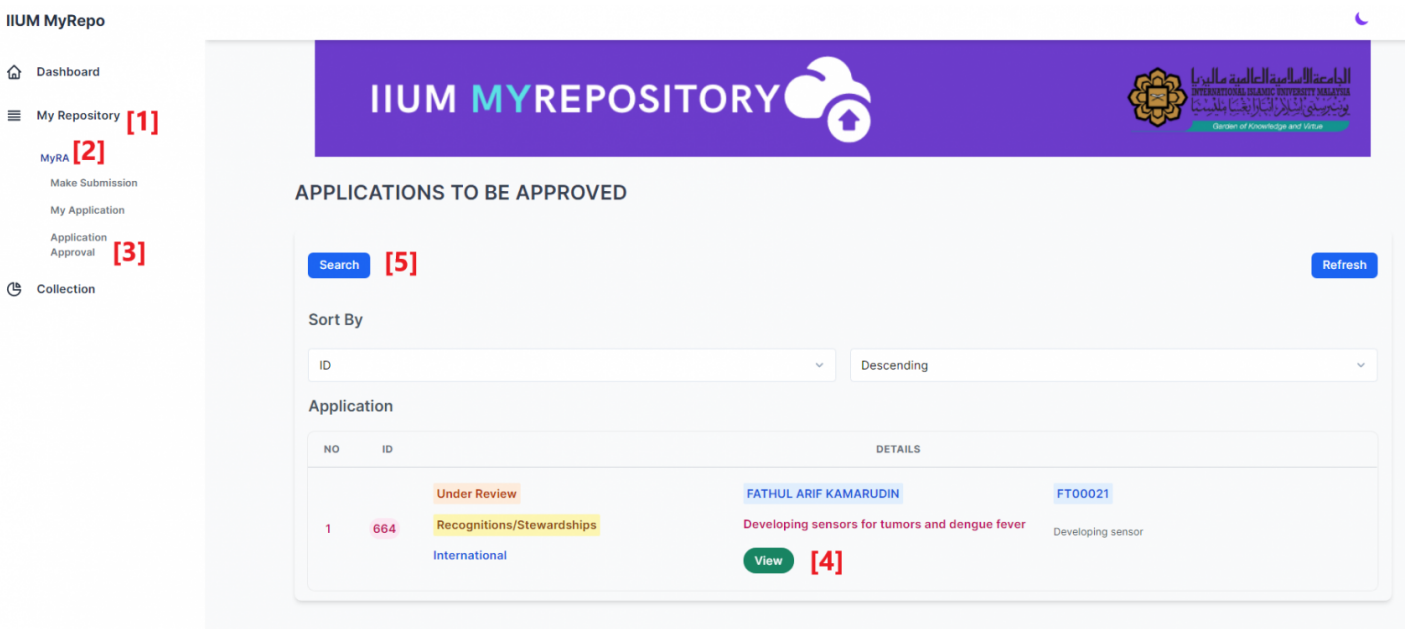
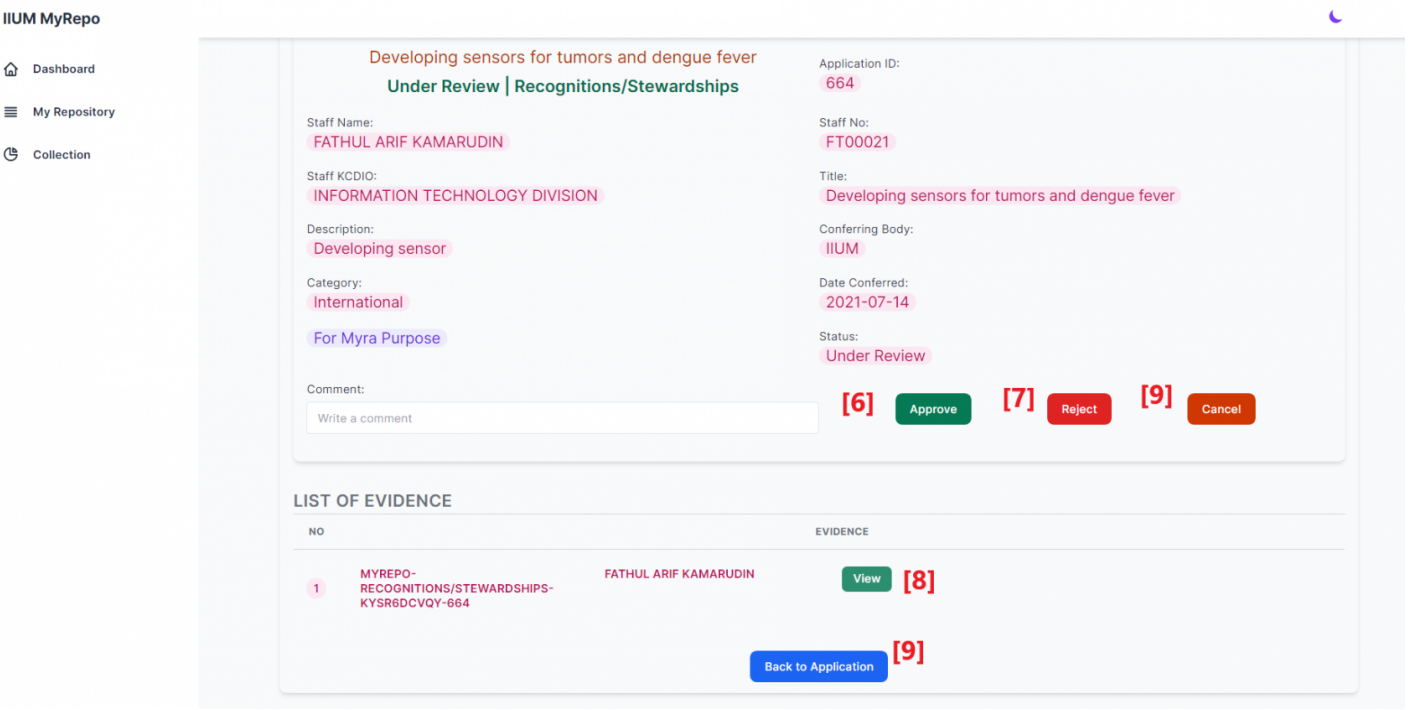
Application Approval

KULLIYAH/RMC/ODRRRI will be **notify via email.** For **KULLIYAH,** only application with the same **Kulliyah** will be notified

1. Click on **My Repository.**
2. Click on **MyRA.**
3. Click **Application Approval** to proceed.
4. Click **View** to see the details of the application
5. Click **Search** to search for specific application. Accepted search term are **staff name, staff number, application id and category**
6. After clicking **View,** Click **Approve** button to publish the application
7. Click **Reject** button to reject the application. Application is sent back to user. Comment field must be filled.
8. Click **View** to see the evidence.
9. Click **Cancel** or **Back to Application** to cancel the task





Revision #2

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