



STUDENT ONLINE APPLICATION

Alhaji Umaru Gbow

ONLINE APPLICATION

- Apply online
- Continue online application (Save and Continue)
- Accept offer

LOGGING INTO NJALA APPLICATION PORTAL

PROCESS FLOW

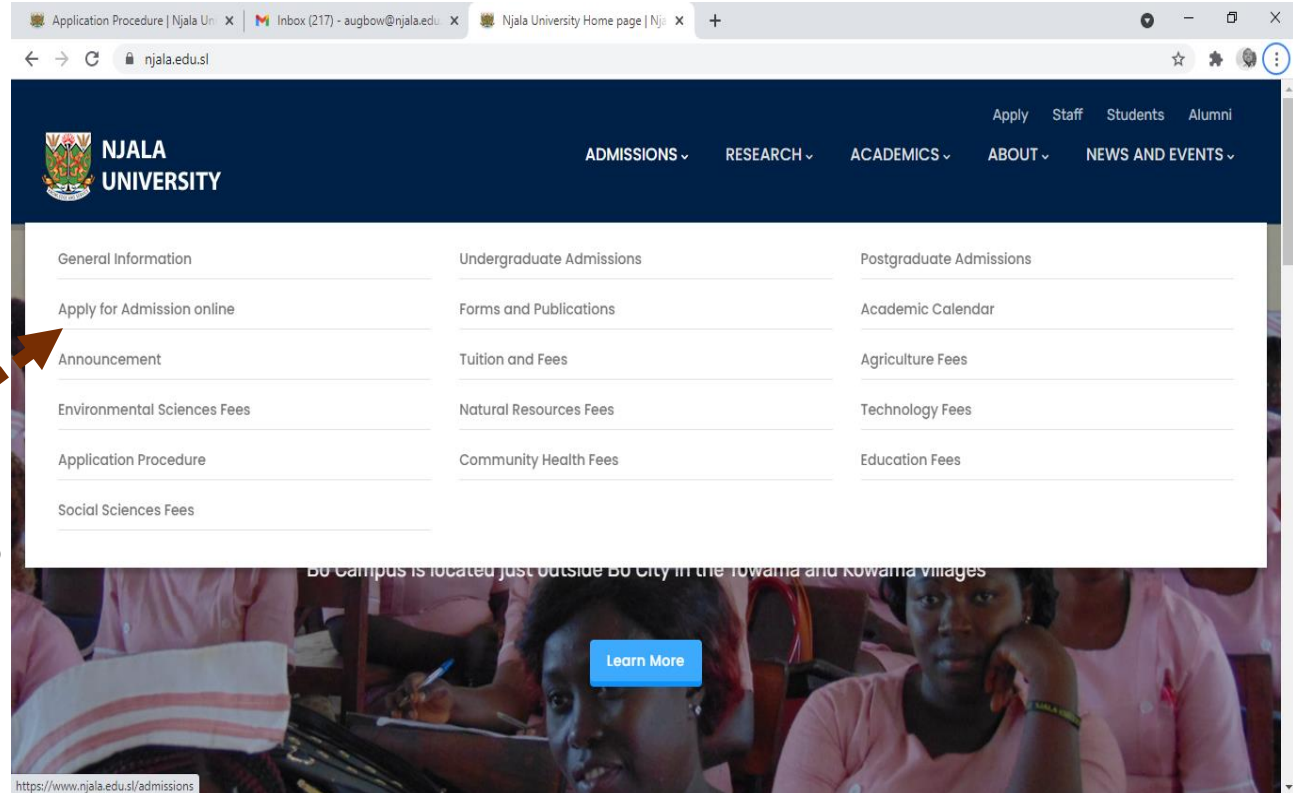
- ❑ User enters WEB URL

<https://njala.edu.sl>

- ❑ Go to “ADMISSIONS” and click on “Apply for admission online”

OR

- ❑ Click on “Apply” at the top right hand of the website



The screenshot shows a web browser displaying the NJALA University website. The browser's address bar shows the URL njala.edu.sl. The website's header features the NJALA University logo on the left and navigation links for "ADMISSIONS", "RESEARCH", "ACADEMICS", "ABOUT", and "NEWS AND EVENTS" on the right. A secondary navigation bar includes links for "Apply", "Staff", "Students", and "Alumni". The main content area is a grid of links under the heading "General Information". A dashed orange arrow points from the text "Apply for admission online" in the instructions to the corresponding link in the grid. Below the grid, there is a banner image of students in a classroom with a blue "Learn More" button. The URL <https://www.njala.edu.sl/admissions> is visible in the bottom left corner of the browser window.

General Information	Undergraduate Admissions	Postgraduate Admissions
Apply for Admission online	Forms and Publications	Academic Calendar
Announcement	Tuition and Fees	Agriculture Fees
Environmental Sciences Fees	Natural Resources Fees	Technology Fees
Application Procedure	Community Health Fees	Education Fees
Social Sciences Fees		

REGISTER VALID PIN

PROCESS FLOW

- On the page that appears after clicking the Apply for Admission online;
 - ▣ Enter the 20 digits pin in the box where they say “Valid application pin”
 - ▣ Click “Submit” to proceed to your application form.

MTHE eLearning System |

ONLINE APPLICATION

Tip!
This form is use to Verify Online Application Pin Purchased from the bank and at the same time can be used to login to continue your online application

VALIDATE APPLICATION PIN
Please enter 20 digit pin.

Authorized Pin

Enter 20 digit pin

Enter 20 digit pin

SUBMIT

CONTINUE WITH ONLINE APPLICATION
Please Continue With Online Application

App ID
Enter App ID

Mobile No
Enter Mobile No

Email ID
Enter Email ID

SUBMIT

APPLICATION STEP ONE

PROCESS FLOW


- On the proceeding page that appears after entering the 20 digit pin;
 - Complete “Step One” form – **Personal Information** form
 - Click “**Save and Continue**” or click “**Next**” to proceed to step two
 - Note: You cannot move to the next page unless you have completed all mandatory fields in the red asterisk
 - The save and continue functionality allows you to save your form and continue later

ONLINE APPLICATION FORM
Please Complete Form Below

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

PERSONAL INFORMATION

Choose Profile Image:



Choose File No file chosen

Admission Group: * PostGraduate

Title: * <input type="radio"/> Mr. <input type="radio"/> Mrs. <input type="radio"/> Miss.	Surname: * Gbow	Other Names: * Alhaji Umaru
Date of Birth: * 12/09/1988	Gender: * <input checked="" type="radio"/> Male <input type="radio"/> Female	Marital Status: * Single
Home Region: * East	Present Occupation: * Student	Place Of Work: * Njala
Phone Number: * 23275 559988	Email Address: * gbowalhajjumaru@gmail.com	Religion: * Muslim
National Identification Number: NIL	Disability Type: * No	Disability Status: * --Select--
Postal Address: Njala Campus	Residential Address: * Njala Campus	Nationality: * Sierra Leone

SAVE & CONTINUE

APPLICATION STEP TWO

PROCESS FLOW

- On the proceeding page that appears;
 - Complete “Step two” form – **University Enrollment Information** form
 - Click “**Save and Continue**” or click “**Next**” to proceed to step three
 - To go back and edit an information on the previous page, click the “**Previous**” button
 - Note: You cannot move to the next page unless you have completed all mandatory fields in the red asterisk
 - The save and continue functionality allows you to save your form and continue later

Tips!
This form will help you to do your online application.

ONLINE APPLICATION FORM
Please Complete Form Below

Step 1 Step 2 Step 3 Step 4 Step 5 Step 6 Step 7

UNIVERSITY ENROLLMENT INFORMATION

Choice of Programme: Masters PGD PHD

Select College:

Main Course Information

Select Faculty: Select Department: Course of Study:

Course Information 2 (Optional)

Select Faculty: Select Department: Course of Study:

Course Information 3 (Optional)

Select Faculty: Select Department: Course of Study:

Type of Programme: Full Time

PARENT/GUARDIAN/NEXT OF KIN INFORMATION

Name: Relation to Applicant: Occupation:

Phone Number: Email Address: Home Address:

CONTINUE ONLINE APPLICATION – SAVE AND CONTINUE

PROCESS FLOW

- On the page that appears after clicking the Apply for Admission online;
 - ▣ Check your email you provided when you first started your application for your application ID
 - ▣ Enter application ID, Mobile number and email you provided on the first day of application
 - ▣ Click “Submit” to proceed to your application form and continue the application process.

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ONLINE APPLICATION

Tip!
This form is use to Verify Online Application Pin Purchased from the bank and at the same time can be used to login to continue your online application

VALIDATE APPLICATION PIN
Please enter 20 digit pin.

Authorized Pin

Enter 20 digit pin

SUBMIT

CONTINUE WITH ONLINE APPLICATION
Please Continue With Online Application

App ID

Mobile No
Email ID
SUBMIT

APPLICATION STEP FOUR

PROCESS FLOW

- On the proceeding page that appears;
 - ▣ Complete “Step four” form – **Work Experience and Academic Reference** form
 - ▣ Click “**Save and Continue**” or click “**Next**” to proceed to step five
 - ▣ To go back and edit an information on the previous page, click the “**Previous**” button
 - ▣ Click on the checkbox to grey out a line that you don’t want to fill and move on to the next
 - Note: You cannot move to the next page unless you have completed all mandatory fields in the red asterisk
 - The save and continue functionality allows you to save your form and continue later

ONLINE APPLICATION

Tip!
This form will help you to do your online application.

ONLINE APPLICATION FORM

Please Complete Form Below

Step 1 > Step 2 > Step 3 > **Step 4** > Step 5 > Step 6 > Step 7

Work Experience Information

Employer's Name: *	Job Title: *	Employer's Address: *	Duration: *	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/>

Name and Addresses of Two Academic Referees

First Academic Referees

Name: *	Phone No: *	Relation: *	Email: *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

APPLICATION STEP FIVE

PROCESS FLOW

- On the proceeding page that appears;
 - Complete “Step five” form – **Financial Guarantor** form
 - Click “**Save and Continue**” or click “**Next**” to proceed to step six
 - To go back and edit an information on the previous page, click the “**Previous**” button
 - Note: You cannot move to the next page unless you have completed all mandatory fields in the red asterisk
 - The save and continue functionality allows you to save your form and continue later

ONLINE APPLICATION

Tip!
This form will help you to do your online application.

ONLINE APPLICATION FORM
Please Complete Form Below

Step 1 > Step 2 > Step 3 > Step 4 > **Step 5** > Step 6 > Step 7

Financial Guarantor

This Section is to be completed by the applicant's guarantor, indicating how much he or she can provide.

GUARANTOR - By signing underneath you understand and accept that in the event the student does not pay fees after one full month of classes, he/she will be asked out of classes until the amount owed is fully paid, and you as the guarantor will be responsible for the payment of the full amount of arrears owed by the student to the University before the end of the academic year with a late payment fee of 10% added to the amount owed.

LE : *

Name of Guarantor : *

Type of Guarantor : *

Address : *

Occupation : *

Telephone : *

SAVE & CONTINUE

[Previous](#) [Next](#)

APPLICATION STEP SIX

PROCESS FLOW

- On the proceeding page that appears;
 - Complete “Step six” form – **Student Document** form
 - Click “**Save and Continue to upload all the documents**” or click “**Next**” to proceed to step seven
 - To go back and edit an information on the previous page, click the “**Previous**” button
 - Note: You cannot move to the next page unless you have completed all mandatory fields in the red asterisk
 - The save and continue functionality allows you to save your form and continue later

ONLINE APPLICATION

Tips!
This form will help you to do your online application.

ONLINE APPLICATION FORM

Please Complete Form Below

Step 1 > Step 2 > Step 3 > Step 4 > Step 5 > **Step 6** > Step 7

Applicant Documents (Birth Certificate, Degree Certificates, Statement of Results, Examination Results, Research Proposals and Other Relevant Certificates. Please only pdf, ms word and scan images are allowed)

File Name *

Year *

Select File *
 No file chosen

SR No	File name	Year	
1	Birth Certificate	2021	<input type="button" value="DELETE"/>
2	Examination Results	2018	<input type="button" value="DELETE"/>
3	ID Card	1988	<input type="button" value="DELETE"/>
4	Testimonial	2007	<input type="button" value="DELETE"/>

APPLICATION STEP SEVEN

PROCESS FLOW

- On the proceeding page that appears;
 - Review all the information you have provided to ensure that you provided the correct information
 - Click “**Submit & Print Application**” to proceed to the next step

SR No	Name	Address
1	Steven Daniel	St. Edward's Staff Quarters
2	Old Edwardians Association	58 George Brook, Dwarzark

Work Experience Information

Currently, No data to show..!!

Student Document

SR No	File name	Year
1	Wassce result2	2020-09-16

Financial Guarantor

LE : Le 5,000,000
Address : N375 Low cost Housing, Kissy
Telephone : 23279355602

Name of Guarantor : Bailor Barrie
Occupation : Engineer

Declaration

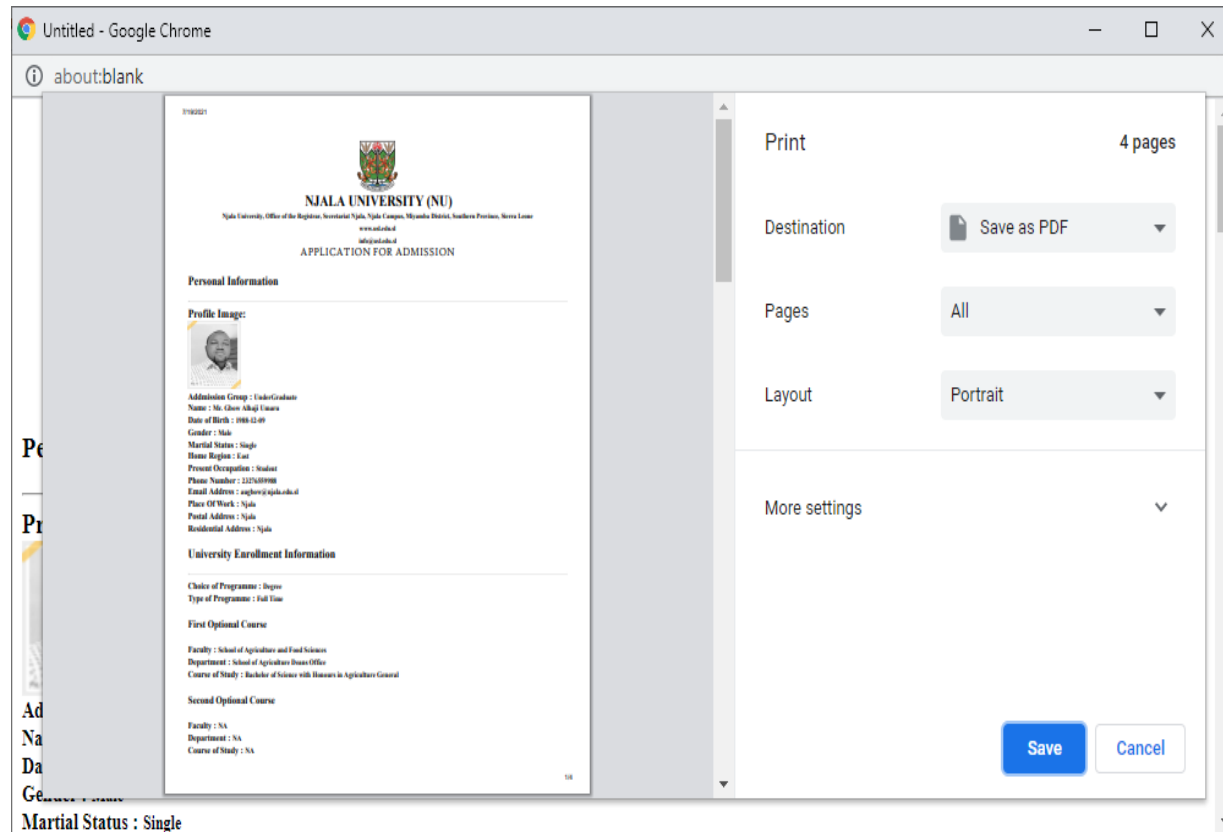
I agree Terms & condition

[SUBMIT & PRINT ONLINE APPLICATION](#)

APPLICATION STEP SEVEN CONT...

PROCESS FLOW

- On the that follows;
 - ▣ Select a printer from the dropdown or select “save as PDF” to print or save your application form.
 - ▣ Click “**Save**” to save your application form
 - ▣ An email will be sent to you confirming that you have successfully completed your application.





THANK YOU