

## LOGGING INTO THE STUDENT PORTAL

1. Open your browser eg Google Chrome/ Firefox, Edge, or Safari
2. Search for **student.umu.ac.ug**. The Login page will open as below.



**LOGIN**

Student Number or Other User

Password

Login

Forgot Password?

Virute et Sapientia  
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LUGANDA VICTORYS UNIVERSITY

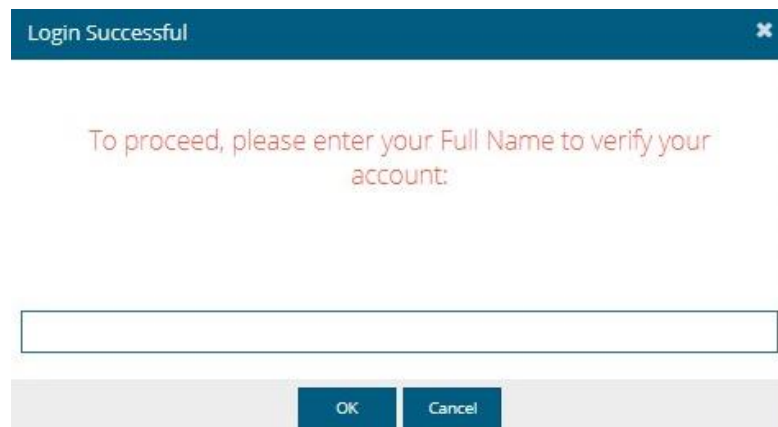
Welcome to the Student Portal, If you are a new student, your User ID is your Student Number and your Password is also your Student Number. If you are a continuing student, your User ID is your Registration No. (Access Number) and your password is also your Registration No.

3. Enter your student Number for example; 2100500559 (If you don't have one, kindly ask ICT for help)

Password: (Your student number) **2100500559**

4. Enter your full name to proceed.

Make sure your names are arranged as they are on your academic documents.



Login Successful

To proceed, please enter your Full Name to verify your account:

OK Cancel

5. Confirm your information. Ensure that all your names appear with the correct spelling. Confirm that the registration number appearing is correct and that the correct gender has been allocated. If all the information is correct, click "Yes" to proceed.

**Confirm Details** ✕

**i** Please confirm that the following information is true before you proceed.

**Program: (MPH-HP) MASTER OF PUBLIC HEALTH-HEALTH PROMOTION**

**Reg. No: 2021-M282-20559**

**Gender: F**

**Yes** **No**


6. Set a new password. At this point you are free to set your password to your preference. Then click “Change Password” to change your password.

**NEW PASSWORD**

Enter new password

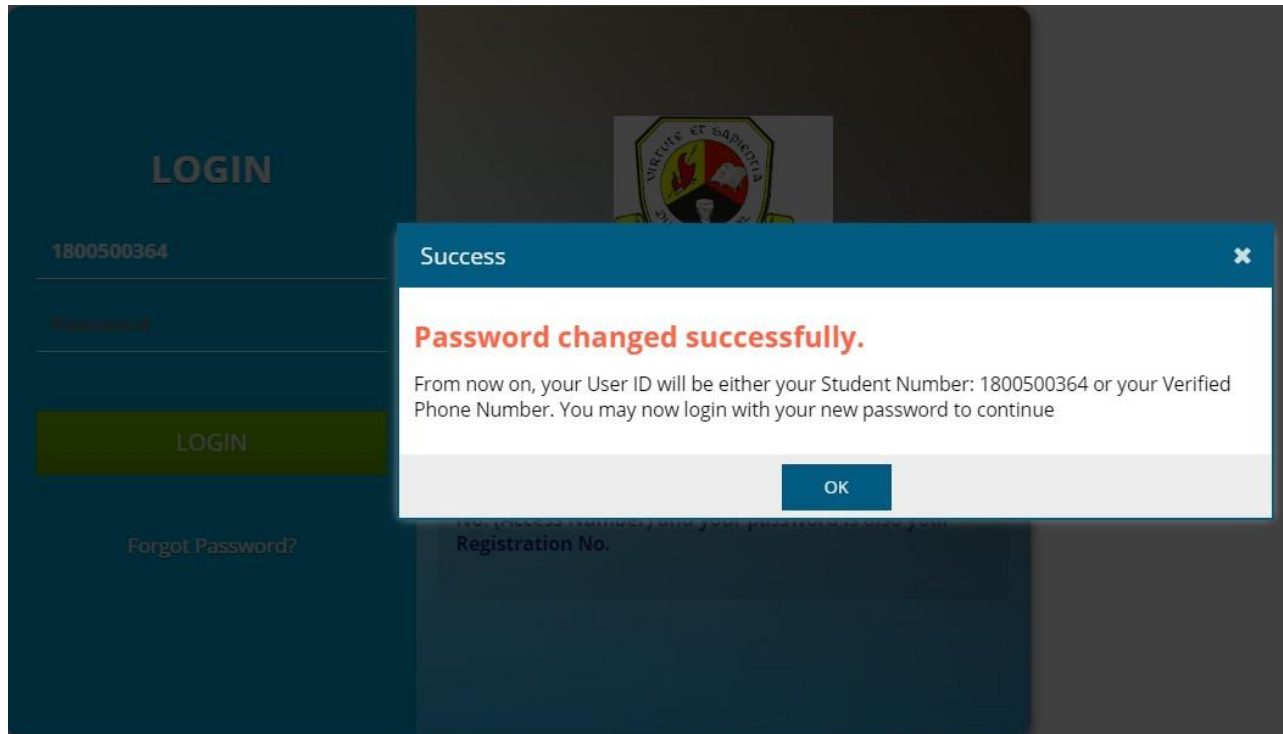
Re-enter New Password

**Change Password**



Welcome to the Student Portal, If you are a new student, your User ID is your Student Number and your Password is also your Student Number. If you are a continuing student, your User ID is your Registration No. (Access Number) and your password is also your Registration No.

After successfully changing the password, you will receive the following message.



Log in with the new password. After changing the password, you can proceed to log in to the system with the new password.

7. Enrollment. After logging, you will be asked to enroll as shown below.

A screenshot of an enrollment form. The form has a dark blue header with the text "Welcome. Please provide enrollment details to Proceed". Below the header, the text "ACADEMIC YEAR: 2023/2024 SEMESTER: 1" is displayed in blue and red. The main content area is titled "Enrollment Info" and contains two sections: "1. Enrolment Status:" with a radio button for "New Student (My First Semester)" and "2. Current Year of Study (Year of Study you are enrolling for):" with a radio button for "Year 3". At the bottom of the form, there are three buttons: "Get a Payment Reference" (green), "Skip Enrollment" (white with red text), and "ENROL" (dark blue with a green arrow).

You will select your Enrolment status and the year of study and then click "Enroll" to proceed.

8. Verify Contact Information. Enter your student email address and your phone number, and then click “Update” to continue.

|                 |  |
|-----------------|--|
| Current Email:  |  |
| Current Tel No: |  |

|         |   |
|---------|---|
| Email:  | <input type="text" value="eg gg@gmail.com"/>  |
| Tel No: | <input type="text" value="eg +256798020278"/> |

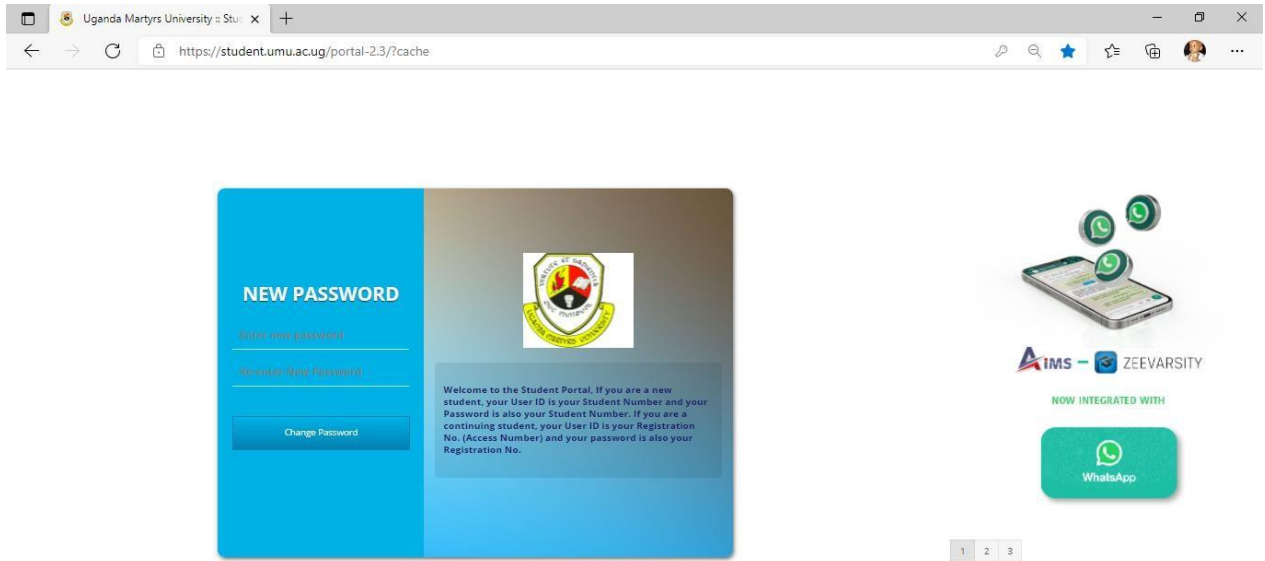
**UPDATE**

After that the page will open.

**NOTE:**

The student portal is for you to generate your payment reference and to view results.



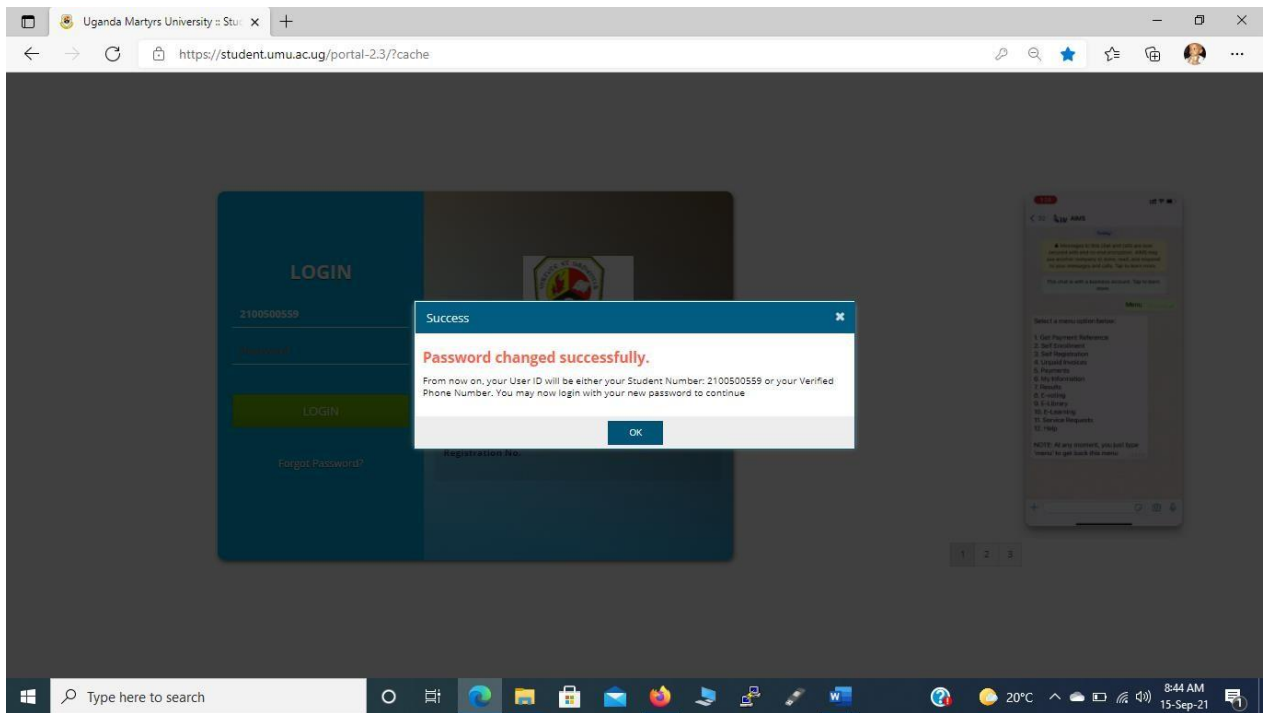


You will be asked to create a password.

Please create a password and re-enter password to confirm it.

Then click change password.

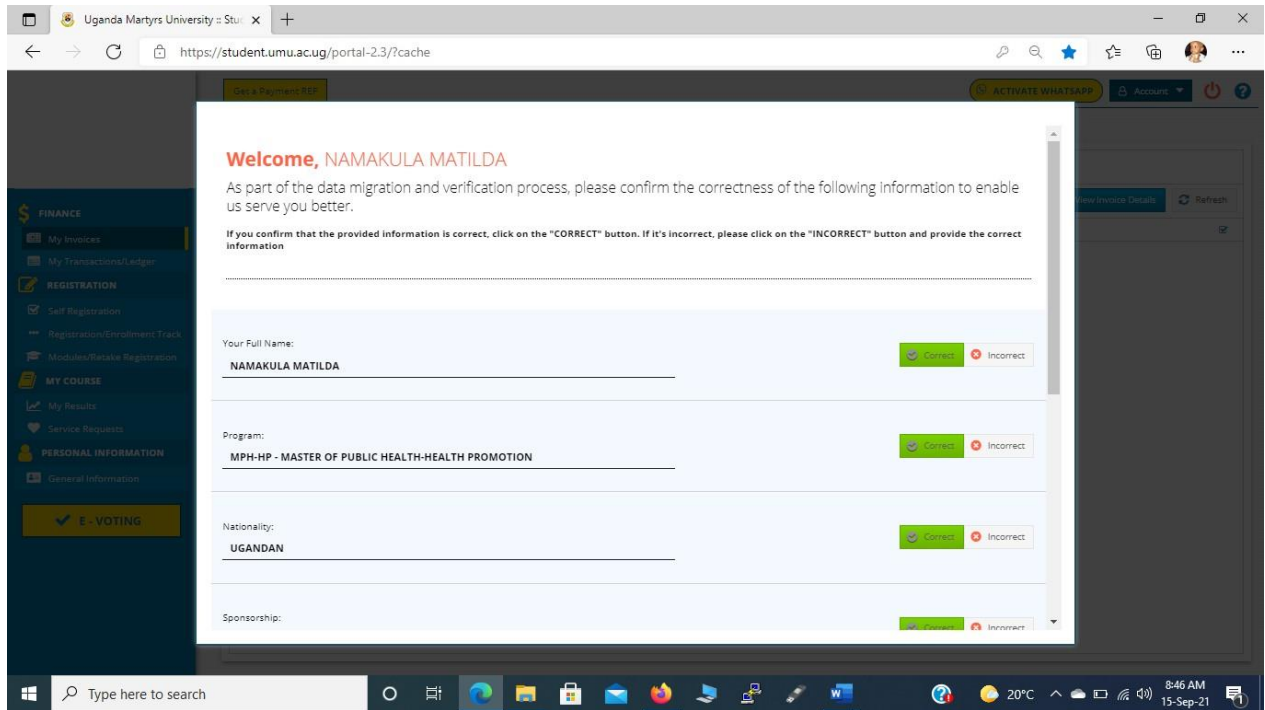
When you successfully change the password, you should be able to see this screen



Kindly take note of your password.

Then click ok to login again with your new password.

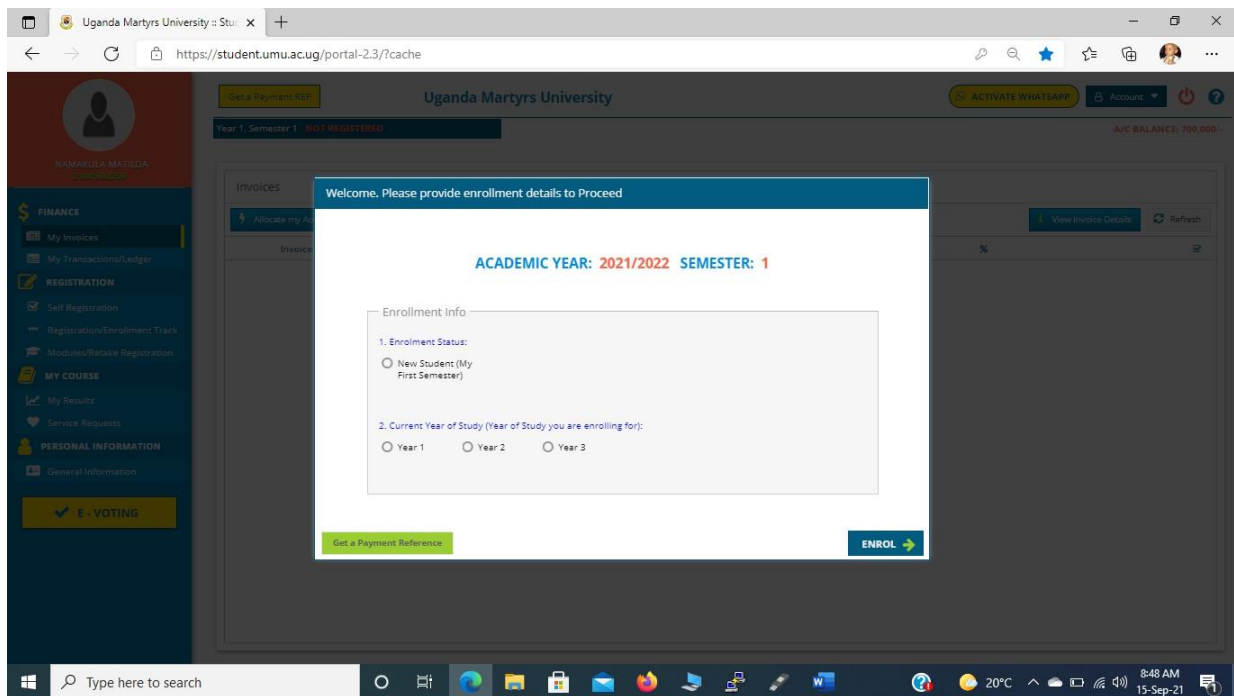
When you login again, you will see this screen



Click on every correct green button to continue.

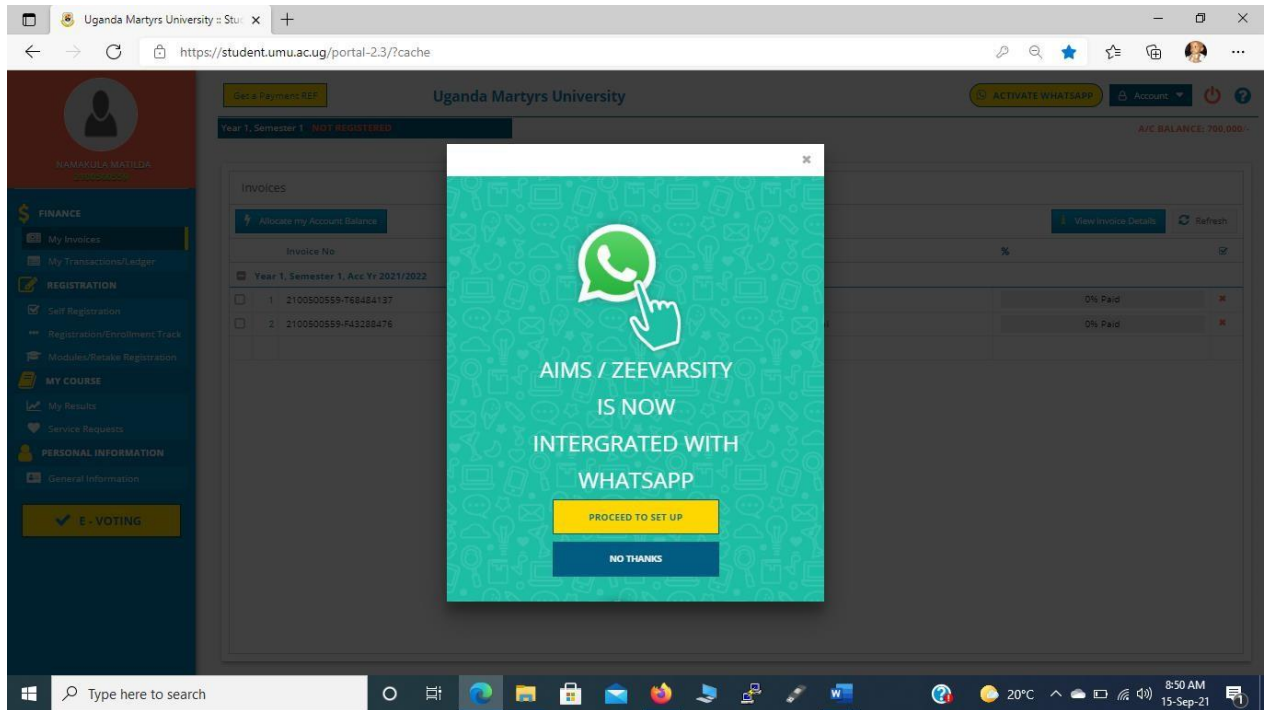
The click on the submit button.

The system will then ask you to enroll



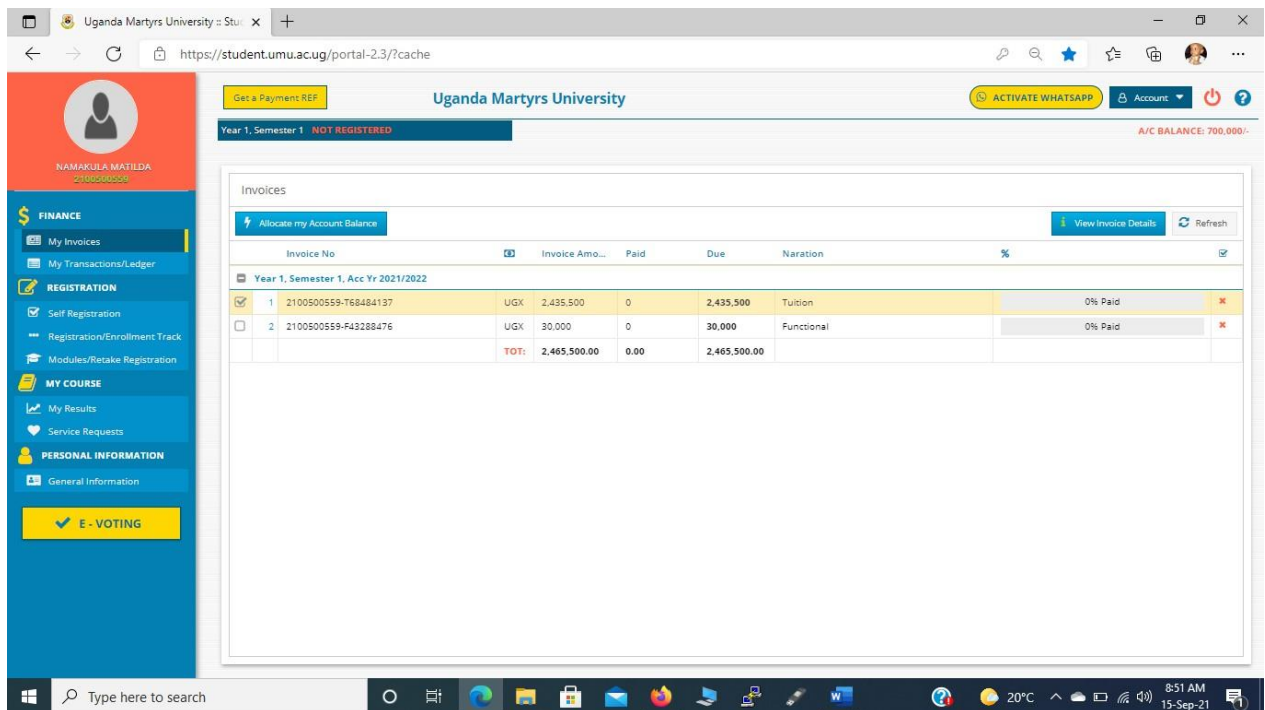
Kindly go ahead and enroll

It is important for you to activate whatsapp for your student portal.



Click on proceed to set and follow the instructions to set up whatsapp for your student portal.

When you finish that, you should be able to see the screen below



If you have reached this stage, then you have successfully activated your student portal.

