

USER MANUAL
FOR
MSP REGISTRATION
FRONT END INTERFACE

- *Software project powered by introIT consulting*



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Introduction

- MSP registration process, is one of an entry level in ESUT university for students to register under various departments of different faculties starting with 100 level.

MSP Registration Process

Front End As A New Student

- A student comes on the website: <http://www.esut.edu.ng/index.php> and clicks on banner named: MSP students Register here. See below screen:

The screenshot displays the ESUT website interface. On the left, there is a section titled "ESUT COURIER - HAPPENINGS IN ESUT COMMUNITY" with a description of the newsletter and a grid of PDF links for months from April to November. The ESUT logo is positioned to the right of the text. On the right side, there are two prominent orange banners: "DIRECT ENTRY STUDENTS" and "MSP STUDENTS", both with "REGISTER HERE" labels and arrows. Below these is a "Campus Structure" section with a "View Campus Map" link and a map image.

- On clicking banner, next screen shows acceptance fee to deposit:

The screenshot shows the MSP Registration portal. At the top, there is a navigation menu with links: "MSP Registration", "MSP Fees", "Acceptance Fees", "WAEC/NECO Verification", "School Fees", and "Portal Registration". Below the menu are two red banners with white text: "PLEASE ENSURE YOU ARE USING THE LATEST VERSION OF FIREFOX, GOOGLE CHROME & INTERNET EXPLORER 7 AND ABOVE" and "PLEASE TRY TO REGISTER ONLY AFTER 24 HOURS OF MAKING THE SCHOOL FEE PAYMENT AT THE BANK". The main content area is titled "Deposit Acceptance Fees" and features a search bar with the placeholder text "Enter your MSP number" and a magnifying glass icon. Below the search bar is a message box with the text "Please Enter your MSP number."

- Acceptance fee step:** On this screen, a student enters his MSP number say MSP1104189 and click on search icon next to text box.

Deposit Acceptance Fees
MSP1104189

Acceptance Fees

Last Date For MSP Acceptance: January 11, 2012

Email:

Phone Number:

Select Department:

Select Program:

Payment Options:

Pay/Paid via:

You need to pay: 26300
TWENTY-SIX THOUSAND THREE
HUNDRED NAIRA ONLY

Guidelines: [MSP-ACCEP-INST](#)

- Here student selects his department and program from dropdown boxes and also observe his/her expected acceptance fee along with guidelines during this step.
- Select his payment mode say bank slip number or online payment and clicks on submit button.
- A student on next screen enters his MSP acceptance pin fee code along with security code and submits. See screen below:


Bank deposit slip

ESUT Community

Bank Deposit Slip (For MSP Acceptance)

Academia Payment Authorization Code (APAC):

Security Code (As shown in image):



- After paying acceptance fees, this MSP student is taken to WAEC/NECO verification step. See below screen:

WAEC and NECO Result Verification Last Date: August 10, 2011

Guidelines:

Please Enter your WAEC Details

Exam Number:

Exam Year:

Serial:

PIN:

Exam Type:

Please Enter your NECO Details

Exam Number:

Exam Year:

PIN:

Exam Type:

- At WAEC/NECO step a student enters his scratch card details either for WAEC or NECO and based on the results fetched from WAEC or NECO websites, he/she is successfully verified and proceeds further.
- **Automated Verification:** If student uses scratch card details in order to get verified from NECO website, see below screen:

Please Enter your NECO Details

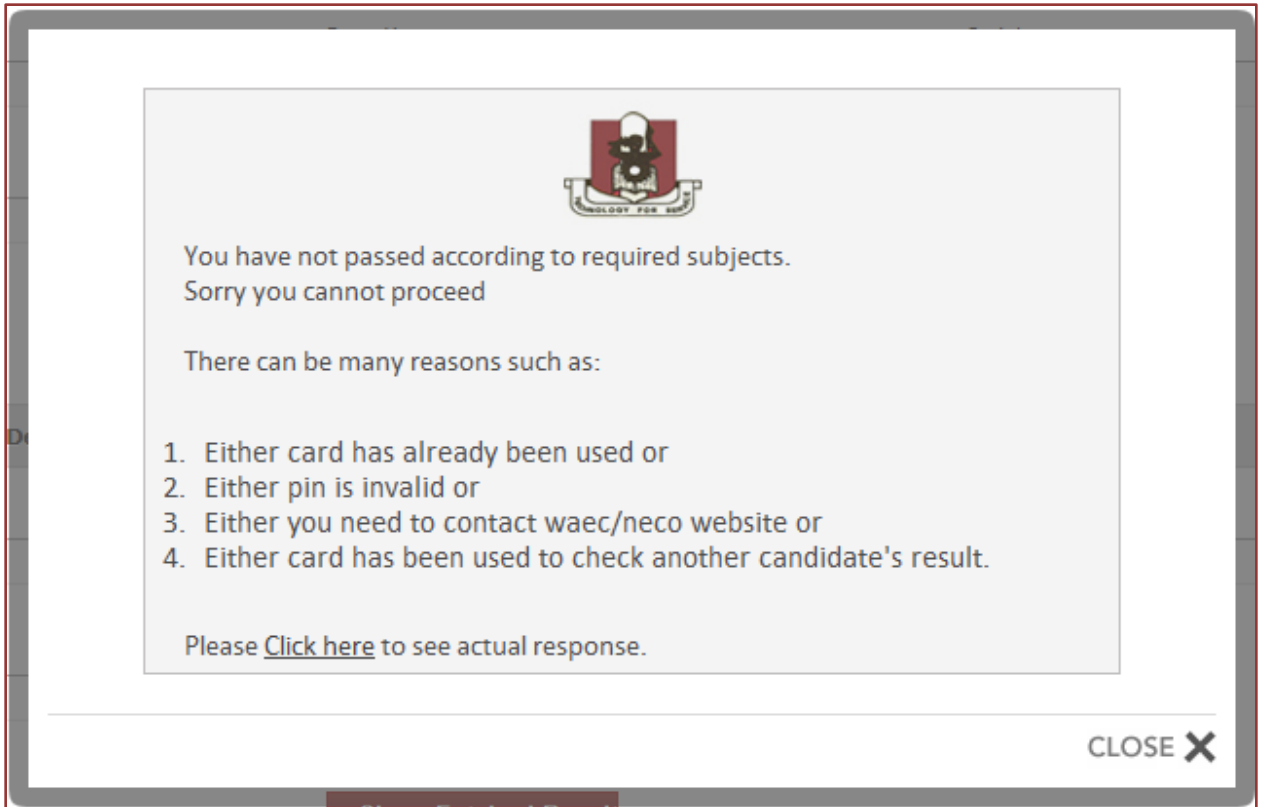
Exam Number:

Exam Year:

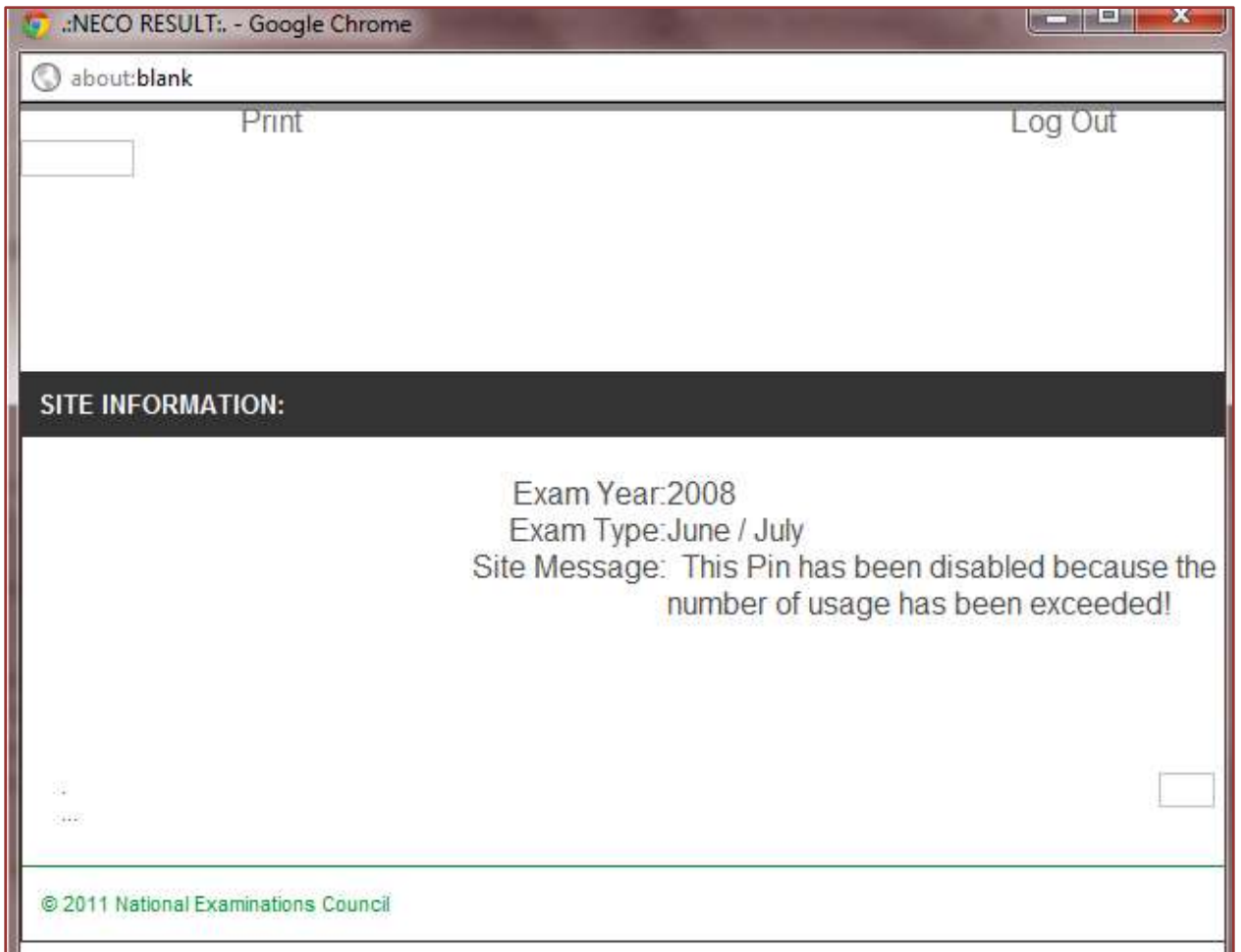
PIN:

Exam Type:

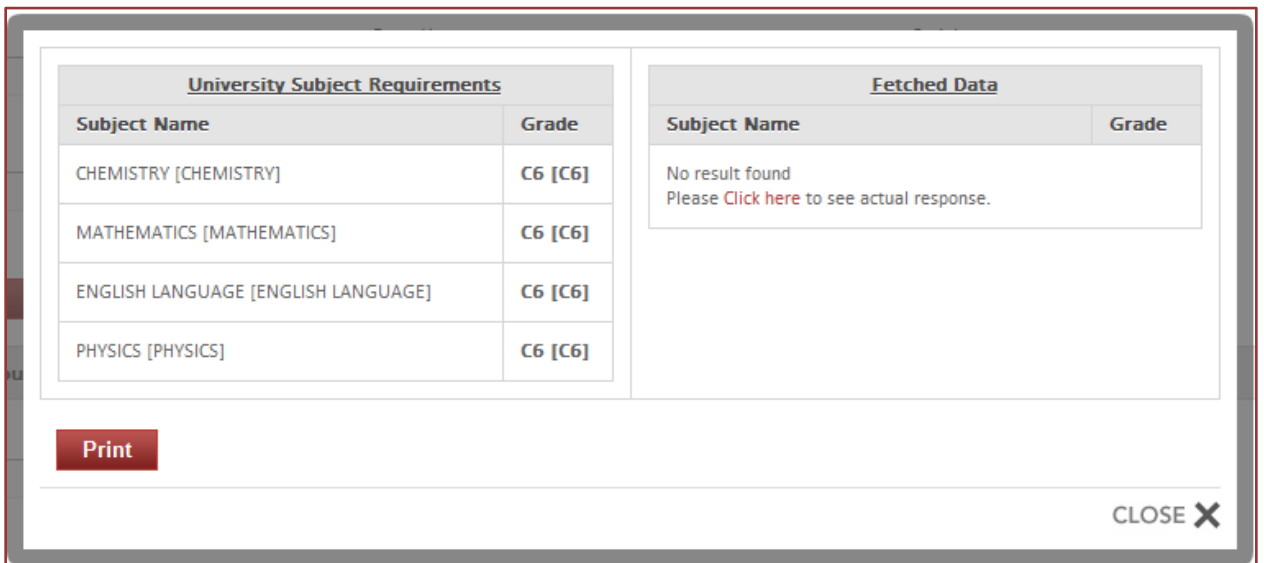
- On clicking submit button, details entered are cross verified with NECO website details and on clicking Show Fetched Result button, a student gets a preview of fetched results from the NECO website. See below screen:



- Here during automated verification process, first name strings corresponding to student details entered in system under JAMB results are matched with the name strings on WAEC/NECO websites, also WAEC/NECO subjects are entered into the system with minimum grade C5 at departmental level which are cross checked with subjects in WECO/NECO results and general messages are prompted in case of successful/unsuccessful verification.
- Actual RAW response in original form is fetched from NECO/WAEC website and can be viewed by clicking on link named: Click here. See next popup which is displayed:



- A student can also see WAEC/NECO subjects requirements set by university by clicking on button named: Show Fetched Result. See below popup which is displayed on clicking:



- A student can take print out of these requirements set for a particular department say Computer Engineering for this JAMB number by clicking on **Print button**.
- If successful verification, he/she is taken to school fee step, which is next step in UTME registration.
- **NOTE: A student can go for both verifications like WAEC or NECO one by one. One verification at a time.**
- **Manual Verification:** If any discrepancies exist in automated verification process, a student can notify to ICT committee officer to verify his/her WAEC/NECO results manually so that he/she can proceed to school fee step.
- **School fee step:** a student observes his/her school fee, selects his/her department, program and payment mode say bank slip number or online payment and finally clicks on submit button. See below screen:

Semester Name	Semester Fees (A)
School Fee	122250.00
Total: 122250	

Selected Department: HEALTH AND PHYSICAL

Selected Program: Bachelors in Education

Payment Options: Bank Deposit Slip Number

Submit

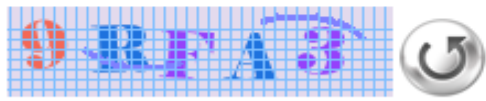
- On clicking submit button next screen which is displayed:

Bank deposit slip

ESUT Community

Bank Deposit Slip (For School Fees Registration)
Academia Payment Authorization Code (APAC)

Security Code (As shown in image)




Submit

- Here a student enters his/her school fees pin code received from bank along with security image and on successful submission, he/she gets a message.
- Next after this step is:

MSP Entry Acceptance Fees WAECINECO Verification School Fees Portal Registration

PLEASE ENSURE YOU ARE USING THE LATEST VERSION OF FIREFOX, GOOGLE CHROME & INTERNET EXPLORER 7 AND ABOVE

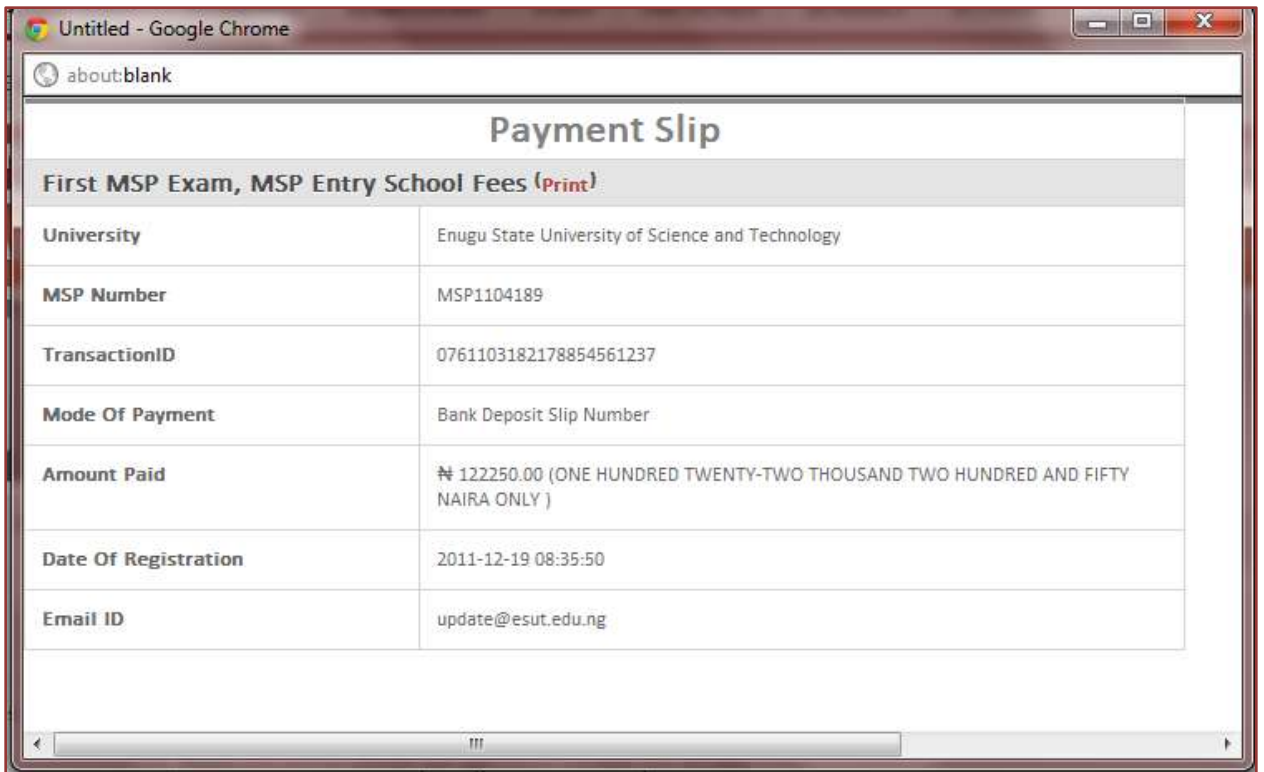
PLEASE TRY TO REGISTER ONLY AFTER 24 HOURS OF MAKING THE SCHOOL FEE PAYMENT AT THE BANK

 **Deposit School Fees**

MSP1104189

School Fees Details	Last Date For Depositing School Fees: February 08, 2012	
	Guidelines:	MSP SCHOOL FEES INST
	Status	You have Successfully paid your School fees
Deposit Fees:	Date of Payment: December 19, 2011 [View/Print Deposit Slip]	
Message:	Please Click here to continue your registration and enter your bio data	

- Here a student can view/print his/her school fee deposit slip by clicking on link named: View/Print Deposit Slip. See below screen:



Untitled - Google Chrome

about:blank

Payment Slip

First MSP Exam, MSP Entry School Fees ([Print](#))

University	Enugu State University of Science and Technology
MSP Number	MSP1104189
TransactionID	0761103182178854561237
Mode Of Payment	Bank Deposit Slip Number
Amount Paid	₦ 122250.00 (ONE HUNDRED TWENTY-TWO THOUSAND TWO HUNDRED AND FIFTY NAIRA ONLY)
Date Of Registration	2011-12-19 08:35:50
Email ID	update@esut.edu.ng

- Also, can proceed to registration by filling his bio data details by clicking on link named: [Click here](#). See below screen which is displayed on clicking link:

STUDENT INFORMATION FORM (SIF)

1. MATRICULATION NUMBER

ESUT/MSP/10/018197

LOGIN DETAILS

UserName

Password

Type the password again

No file chosen

Upload your passport photo

(Total file size should not exceed 1 MB)

2. NAME Dr/Mr/Mrs/Miss

TITLE

SURNAME

MIDDLENAME

FIRSTNAME

3. SEX

5. NATIONALITY

4. DATE OF BIRTH

6. PLACE OF BIRTH

TOWN/VILLAGE

STATE

LGA

7. PLACE OF ORIGIN

TOWN/VILLAGE

STATE

LGA

8. MARITAL STATUS

9. RELIGION

10. ADDRESS

(A) PERMANENT HOME ADDRESS

(B) CONTACT ADDRESS

10A. EMAIL

10B. CELL PHONE NUMBER

11. NEXT OF KIN
NAME

ADDRESS

RELATIONSHIP

TELE

12. SPONSOR
NAME

ADDRESS

13. MODE OF ENTRY UME/DIRECT ENTRY PRE-SC SANDWICH MATURE

FULL TIME

14. HIGHEST QUALIFICATION

15. INSTITUTION WHERE OBTAINED

16. SUBJECT FIRST DEGREE

(FOR POST GRADUATE ONLY)17. YEAR OF ENTRY INTO PRESENT
INSTITUTION
18. DEGREE DIPLOMA-CERTIFICATE IN
VIEW

19. FACULTY

20. DEPARTMENT /INSTITUTE

21. MODE OF STUDY

MSP

22. NORMAL COURSE DURATION

TWO YEARS

23. EXTRA CURRICULAR ACTIVITIES

24. HEALTH STATUS

25. IF DISABLED STATE TYPE

26. IF SPECIAL MEDICATION IS REQUIRED,
STATE TYPE

SUBMIT

- On successful submission of bio data details, a student is given login details along with print option to print bio data form. See below screen:

Registration successful. Please [Click here to print this form](#)

Congratulations on your registration with the Enugu State University of Science and Technology. Please proceed to register your courses:

Matriculation Number	ESUT/MSP/10/018197
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Login Details:

User Name	testsam12
Password	testsam12

NOTE: These details have been already sent to your email address and SMS.

[CLICK HERE TO REGISTER YOUR COURSES](#)

- **At this stage, a student is auto logged into his account and also receives login details plus matriculation number on sms and email at this phone and email address.**
- Click on link named: Click here to print bio data form. See below screen for printable version of form MSP 01:



ENUGU STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY

STUDENT INFORMATION FORM (SIF)

PERSONAL DETAILS

1. MATRICULATION NUMBER:	ESUT/MSP/10/018197		
FACULTY:	EDUCATION		
DEPARTMENT:	HEALTH AND PHYSICAL EDUCATION		
2a. NAME (MR):	SURNAME	ANI	
	FIRST NAME	OBIAGELI	
	MIDDLE NAME	BENEDETTE	
3. GENDER	MALE <input type="checkbox"/> M/F		
4. DATE OF BIRTH	19 <input type="text"/>	DECEMBER	1967
	DAY	MONTH	YEAR
5. NATIONALITY	NIGERIAN		
6. PLACE OF BIRTH	ONDO TOWN	ABUJA	AB
	TOWN	STATE	LGA
7. PLACE OF ORIGIN	ABUJA	TARABA	DONGA
	TOWN	STATE	LGA
8. MARITAL STATUS	SINGLE		
9. RELIGION	CHRISTIANITY		
10. MODE OF ENTRY	MSP		



CONTACT DETAILS

11a. PERMANENT HOME ADDRESS:	TTT
11b. CONTACT ADDRESS:	TT
11c. CELL PHONE NO.	2345555555
11d. E-MAIL:	TSTSAM12222@DUMMYID.COM
12. NEXT OF KIN NAME	ONAN
ADDRESS OF NEXT OF KIN:	S
12c. CELL PHONE NO.	2345555555
12d. E-MAIL:	N/A

SPONSOR DETAILS

13a. SPONSOR:	EEW
13b. ADDRESS OF SPONSOR:	TS
13c. CELL PHONE NO.	N/A
13d. E-MAIL:	N/A

QUALIFICATION

14. HIGHEST QUALIFICATION (ENTER APPROPRIATE NUMBER)	B. TECH
15. INSTITUTION WHERE TRAINED:	NIGERIA INSTITUTE
16. SUBJECT FIRST DEGREE	DD
(FOR POST GRADUATE ONLY)	
17. YEAR OF ENTRY INTO PRESENT INSTITUTION:	2010
18. AWARD IN VIEW PRESENT INSTITUTION:	BACHELORS IN ENGINEERING(B.ENG)
19. COLLEGE/FACULTY:	ENGINEERING
20. DEPARTMENT/INSTITUTE:	COMPUTER ENGINEERING
21. MODE OF STUDY	PART TIME
22. NORMAL COURSE DURATION:	FIVE YEARS
23. EXTRA CURRICULAR ACTIVITIES:	FOOTBALL
24. ANY DISABILITY	NO
25. ANY HEALTH PROBLEM	NO

SIGNATURE

DATE: 2011-12-19



ETF 2006/2007/2008 INTERVENTION PROJECT

- Next step is to register for courses under MSP programme. A student clicks on button named: **CLICK HERE TO REGISTER FOR YOUR COURSES**. See below screen:

Registration successful. Please [Click here to print this form](#)

*Congratulations on your registration with the Enugu State University of Science and Technology. Please proceed to register your courses:

Matriculation Number	ESUT/MSP/10/018197
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Login Details:

User Name	testsam12
Password	testsam12

NOTE: These details have been already sent to your email address and SMS.

CLICK HERE TO REGISTER YOUR COURSES

- On click this button below screen is populated:

COURSE REGISTRATION

Student Details			
NAME:	OBIAGEJI BENEDETTE ANI	FACULTY:	EDUCATION
MATRIC NO.:	ESUT/MSP/10/018197	DEPARTMENT:	HEALTH AND PHYSICAL EDUCATION
LEVEL:	100	EXAM NO. :	ESUT/MSP/FED/HPE/10/11/100/004

Mandatory Course for Semester (1)				
S/N	Course Code	Course Title	Credit Units	Semester
1	HED143	History & Philosophy of Health Education	2	1
2	PER 116	Gymnastics 1	2	1
3	CSE 100	Computer Appreciation	2	1
4	BIO 111	Biology 1	2	1
5	HED 114	Family Life Education	2	1

Elective Course for Semester (1)				
Select	Course Code	Course Title	Credit Units	Semester
There is no Elective Course available for registration.				

Mandatory Course for Semester (2)				
S/N	Course Code	Course Title	Credit Units	Semester
6	PER 115	Basic Skills in Swimming & Water Safety	2	2
7	PER 115	Skills Dev. & Techniques in Hockey & Soccer	2	2
8	PER 119	Skills Dev. & Techniques in Hockey & Soccer	2	2
9	PER 143	History & Philosophy of PER	2	2

Elective Course for Semester (2)				
Select	Course Code	Course Title	Credit Units	Semester
There is no Elective Course available for registration.				

Submit

- On this screen: semester wise courses are populated and categorized on the basis of basic as well as elective/optional courses with credits.
- A student clicks on submit button to register for these courses. Next screen which is displayed is:

COURSE REGISTRATION				
Course Selection Successful				
Student Details				
NAME:	OBIAGELI BENEDETTE ANI	FACULTY:	EDUCATION	
MATRIC NO.:	ESUT/MSP/10/018197	DEPARTMENT:	HEALTH AND PHYSICAL EDUCATION	
LEVEL:	100	EXAM NO.:	ESUT/MSP/FED/HPE/10/11/100/004	
Mandatory Course for Semester (1)				
S/N	Course Code	Course Title	Credit Units	Semester
There is no Selective Course available for registration. Please click here to see registered courses.				
Elective Course for Semester (1)				
Select	Course Code	Course Title	Credit Units	Semester
There is no Elective Course available for registration.				
Mandatory Course for Semester (2)				
S/N	Course Code	Course Title	Credit Units	Semester
There is no Selective Course available for registration. Please click here to see registered courses.				
Elective Course for Semester (2)				
Select	Course Code	Course Title	Credit Units	Semester
There is no Elective Course available for registration.				

- A student can view his/her registered courses semester wise by clicking on link named: [Click here to have a preview of registered courses.](#) See below screen MSP 02 Form: Course registration form:



ENUGU STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY

COURSE REGISTRATION FORM

1. MATRICULATION NUMBER	ESUT/MSP/10/018197		
2. EXAMINATION NUMBER	ESUT/MSP/FED/HPE/10/11/100/004		
3. NAME	ANI <small>SURNAME</small>	BENEDETTE <small>MIDDLENAME</small>	OBIAGELI <small>FIRSTNAME</small>
4. COLLEGES/SCHOOL	N/A	5. FACULTY	EDUCATION
6. DEPARTMENT	HEALTH AND PHYSICAL EDUCATION	7. SUBJECT OF STUDY	N/A
8. LEVEL OF COURSE (YEAR OF STUDY)	100		
9. MODE OF STUDY	PART TIME		
10. COURSE REGISTRATION KEY:	CC - COURSE CLASSIFICATION, RF-FRESH REGISTRATION, MJ MAJOR, RP REGISTRATION FOR REPEAT /CARRY OVER, EL.ELECTIVE, RQ. REQUIRED .		
SESSION	2010-2011		

FIRST SEMESTER

CC	COURSE CODE	COURSE TITLE	CREDIT UNIT	LECTURER'S SIGNATURE
RF	HED143	History & Philosophy of Health Education	2	
RF	PER 116	Gymnastics 1	2	
RF	CSE 100	Computer Appreciation	2	
RF	BIO 111	Biology 1	2	
RF	HED 114	Family Life Education	2	

Total:10

SECOND SEMESTER

CC	COURSE CODE	COURSE TITLE	CREDIT UNIT	LECTURER'S SIGNATURE
RF	PER 115	Basic Skills in Swimming & Water Safety	2	
RF	PER 119	Skills Dev. & Techniques in Hockey & Soccer	2	
RF	PER 119	Skills Dev. & Techniques in Hockey & Soccer	2	
RF	PER 143	History & Philosopher of PER	2	

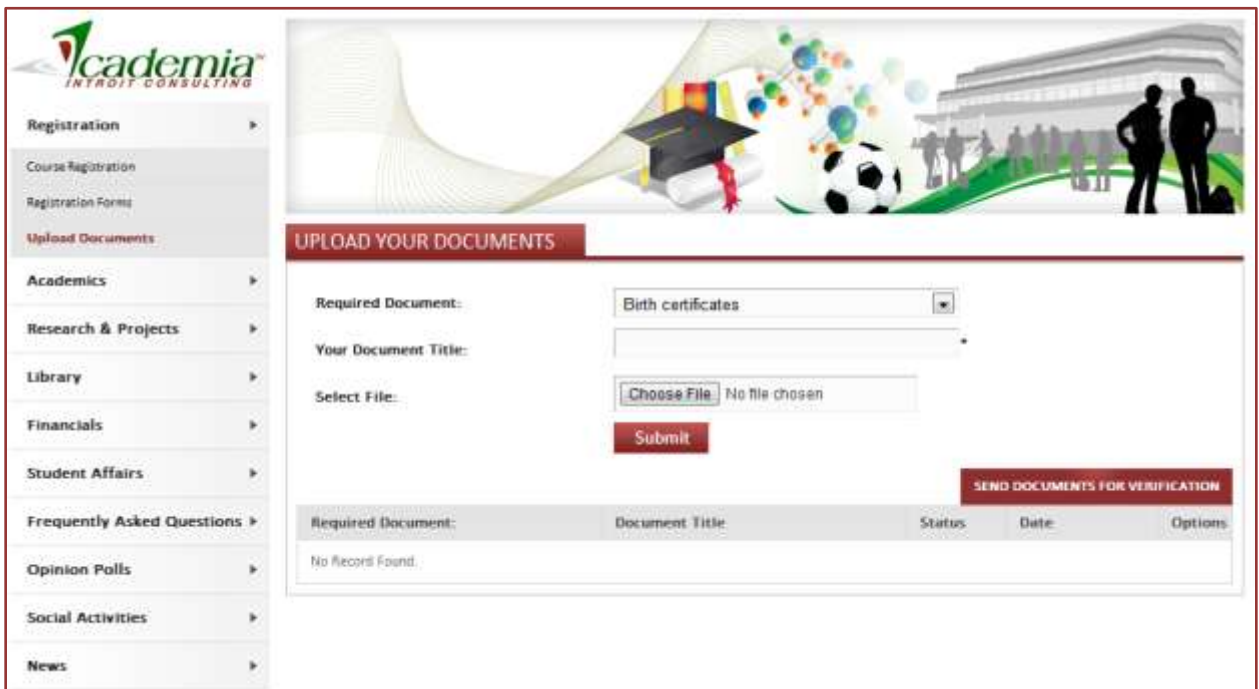
Total:8

	19 December 2011 DATE		19 December 2011 DATE
SIGNATURE OF STUDENT		SIGNATURE OF ACADEMIC ADVISOR	
	19 December 2011 DATE		19 December 2011 DATE
SIGNATURE OF H.O.D		SIGNATURE OF REGISTRAR/ FACULTY OFFICER	

- A student can take print out of registered courses.
- He/she can also upload other documents like certificates etc. from his account area. See below screen:



- On clicking link named: Upload Documents under Registration, below screen is displayed:



- ✓ This way a new student seeking admission in MSP module gets registered.