



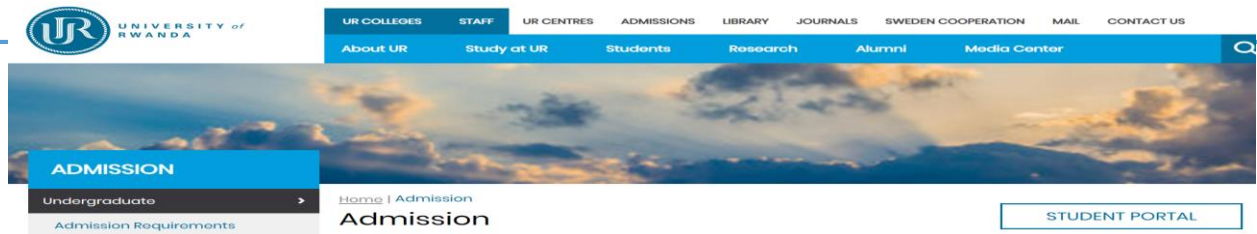
A. Instructions

1. Student must have completed A-Level (Senior six)
2. Go to UR website www.ur.ac.rw and click on **Admissions** section at the main menu bar,
3. Click on “**Student Portal**”,
4. Login to “**New Application**” on the left side of the page to create student account,
5. Complete personal information & generate **reference number** and pin. *Please record your student number and PIN before taking any further steps.*
6. After generating a reference number, pay a non-refundable fee of 5,000 Rwf (for Rwandan and EAC citizens) and 6,000 Rwf for international applicants. Go to the nearest Branch of Bank of Kigali (BK) with your reference and inform the teller that you want to pay fees via **Urubuto** University interface. *Please do not pay through BK Agents.*
7. Payment can also be done through MTN Mobile Money; Dial ***775#**.
8. After payment of the applications fees, continue the application process. Login through **Registered Users** on the Right side of the **Student Portal** Page by inserting your **student number** or **reference number** and **PIN**
9. The online application *starts from 13th March and ends on 09th April 2023.*

B. Online Application Guide

STEP 1: ACCESSING THE STUDENT SYSTEM





STEP 2: COMPLETION OF PERSONAL INFORMATION FORM

UNIVERSITY OF RWANDA - PRODI03 Saturday, 14th January 2023

ITS INTEGRATOR

Login:

Prospective Students
If you are a prospective student, click on the link below to complete your application form.

[Interested In Studying](#)
View a list of study areas and programs.

[New Application](#)
Apply, Register, Change personal information, get academic and other information and make payments.

Registered Users

Please use the login screen below if you are a registered user. Please provide the appropriate login information. If not, please contact your system administrator.

Student Personnel Other Alumni

Student Number:
Pin: (5 numeric digits Do not start with a 0.)

[Forgot Student Number](#)

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For prospective students, Click on New Application

For existing students in system, Enter Student Number and Pin to Login

Complete your personal information



BIOGRAPHICAL INFORMATION

Note:

- **STEP 1:** Please complete your Personal Information as requested below
- Use the calendar button provided to select a date in the appropriate format
- All fields indicated with * must be completed
- **STEP 2:** Submit your Personal Information by clicking the 'Save' button or click the 'Clear Form' button to clear the inserted values.

Title: MISS

Surname (e.g. GASANA): SATURDAY

Other Names (Ange Marie / Bosco): TESTING

Date of Birth (DD-MON-YYYY) e.g. 20-MAR-1997: 01-JAN-2000

Gender: Male Female

Marital Status: Single

Disability:

E-Mail address: saturday@gmail.com

Mobile Phone Number: 0899233290

Nationality: RWANDA

Country of Residence: RWANDA

Father names: WEEK

Mother names: END

Guardian/ Next of kin: NA

Next of Kin Phone Number:

Previous Education: SECONDARY SCHOOL STU

Qualification Obtained: A Level Certificate of Educ(A)

Year of Completion (YYYYMM) eg : 201611,201301: 202211

S.6 Index Number (Required for Undergraduate applicants only): 212345MCB132022

National ID Number: 11555655566000

Passport Number (For Foreign students):

Post Office Box (4285 Kigali-Rwanda as default): PO BOX 4285

Cell (Akagari): KANSEREGE

Sector (Umurenge): GIKONDO

District (Akarere): KICUKIRO

Click on **Save** button to submit your information

Write your reference number and create the pin

STEP 3: CREATION OF A PIN

Integrated Tertiary Software

Academic Application : Pin Creation

You have been issued with the following reference number: 223000033
All future interaction with our institution must be conducted using this reference number.

The next phase of the application process requires the creation of a pin which will be used in conjunction with your new reference number for future interaction with our Institution. Please record this reference number and pin in a safe place for future reference.

Please Enter Your Pin and Pin Confirmation And Press Create Pin.

Pin : ***** 5 numeric digits. Do not start with a 0.

Re-enter Pin : *****

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ITS INTEGRATOR UNIVERSITY OF RWANDA - PROD03 ITS /Enabler

Welcome **TESTING SATURDAY** to the ITS /Enabler system for Students.
Navigate through the menu pane on the left and click the required option in order to proceed.

The following table provides a brief description of the main processes available to you. Click on the link you require in the left hand menu panel to view the available sub-processes or process steps within each of the displayed processes.

Application	The entire Academic Application process is covered here. You will be able apply for qualifications and have the subjects to be automatically generated for you.
Registration	This process allows you to register for your qualification and subjects and to print a proof of registration.
Student Administration Module	This process allows you to view and/or update certain information.
Student Enquiry	This process allows you to view student related information.
MyGate Online Payment	E-payments: Read Here
Medical Web	

STEP 4: ACCEPT RULES AND REGULATIONS

ITS INTEGRATOR UNIVERSITY OF RWANDA - PROD03 APPLICATION RULES AND REGULATIONS

Please read carefully and accept the for online application. The rules below are extracted from General Academic Regulation for U

GENERAL INFORMATION AND INSTRUCTIONS

- Complete only one biographical information per person and indicate the choice of study.
- This form must be completed in **BLOCK LETTERS** and in full.
- An incomplete application form will delay your application process.
- If you decide not to continue your studies after you have submitted your application, or if you would like to change your course, immediately notify office of Registration in writing.
- UR reserves the right to refuse an application without providing reasons, but a student has the right to appeal against an unsuccessful application.

Application procedures

- Prospective students wishing to secure admission to University of Rwanda on a Fulltime or part-time basis must apply online at the UR Website. Applications shall only be processed after the University has received the application forms and relevant certified copies of certificates accompanied by proof of payment of prescribed application fee. The University may specify additional requirements where necessary.
- Applicants who have completed their secondary, undergraduate or postgraduate education outside Rwanda and who wish to join UR at the relevant level must first have obtained qualification equivalence from the relevant body to ensure that standards are consistent with the UR admission requirements. The qualification equivalence documents shall be submitted to the University along with certified copies of certificates.
- Deadline for application**
- The application period shall be two months from the date the call for applications is announced. No application shall be permitted after the prescribed period.
- The closing date for all applications shall be in April of the same year for which admission is being sought. All applications are subject to a selection process.
- Applicants will be notified within six weeks after the deadline whether or not they have been successful.

General admission criteria

- To be admitted to the first year of an undergraduate programme, it is necessary to have an Advanced Level Certificate of Secondary Education or Equivalent, with at least the two principal passes constituting entry to Higher Education. Applicants must also demonstrate sufficient competence in English to study at a Higher Education Level. Individual programmes may set requirements above the minimum level.
- Alternative entry requirements shall be assessed and determined by the Colleges depending on programme equivalent requirements.
- Applicants holding certificates from outside Rwanda, which have been approved by Rwandan relevant body, may be admitted to the University of Rwanda.

Your acceptance has been logged

[Return](#)

View Application Rules and Accept them

STEP 5: SUBMIT APPLICATION



The image displays three sequential screenshots of the ITS Integrator web application interface, illustrating the steps for online application submission. Each screenshot includes a left-hand navigation menu with options like 'Application', 'View Application Rules', 'Biographical Information', 'Submit Application', 'View Completed Application(s)', 'Address Validation', 'Process Status', 'Registration', 'Student Admin', 'Student Enrolment', 'MyGate Online', and 'Medical Web'. The top of each page shows 'UNIVERSITY OF RWANDA - PROD03' and the date 'Saturday, 14th January 2023'. The user's student number '223000033' and name 'MS TESTING SATURDAY' are visible in the top right of each page.

- Search a program:** The first screenshot shows the 'Choice of Programme or Qualification' page. It includes a search bar with a dropdown for 'Academic Year' set to '2023'. A search button is located below the search bar.
- Select a program of your:** The second screenshot shows the 'Submit Application' page. It displays a table of available qualifications under the 'Faculty - CMHS' section. The table lists 'BHSDES' and 'BHSMED' with their corresponding qualifications: 'BSC WITH HONORS IN DENTAL SURGERY' and 'BACHELOR OF MEDICINE & SURGERY WITH HON'.
- Save and Continue:** The third screenshot shows the 'Qualification Study Choices' page. It contains several dropdown menus for selecting study options: 'How and at which campus would you like to study?' (set to 'HUYE FULL TIME DAY'), 'When would you like to study for the qualification?' (set to 'YEAR'), and 'In which year are you intending to start?' (set to 'YEAR 1'). There is also an 'Academic Preference' field set to '1'. At the bottom, there are buttons for 'Save and Continue', 'Restart Process', and 'View calendar information'.



STEP 6: ACCEPT APPLICATION

The screenshot shows the ITS INTEGRATOR application portal for the University of Rwanda. The page title is 'Application Detail' and it displays the following information:

Student Number: 223000033
Name: MS TESTING SATURDAY

Academic Year:	2023
Qualification:	BUSMED BACHELOR OF MEDICINE & SURGERY WITH HON
Mode of Study:	1A: HUYE FULL TIME DAY
Academic Period:	YR: YEAR
Period of Study:	1: YEAR 1
Academic Preference:	1

Academic Credits			
	This Application	This Academic Year	Previous Academic Year
Total:	000	000	000

Note: Step 1. To submit application, you must pay application fee equal to 5000 FRW for National and EAC applicants and 6000 FRW for International applicants. Payment is made in Bank of Kigali (BK) on Account Number: 00094-0637830-21 using your reference/student number. You will be able to continue and complete the application process after payment.

Buttons: Accept Application, Restart Process, Display Pro Forma of Costs, eMail Details, Print Detail

Message box: Your application has been accepted for further processing. Thank you. OK

**Congratulations! Your application has been successfully submitted.
To apply for the next choices, you repeat Steps 5– 7. Maximum choices are 3**