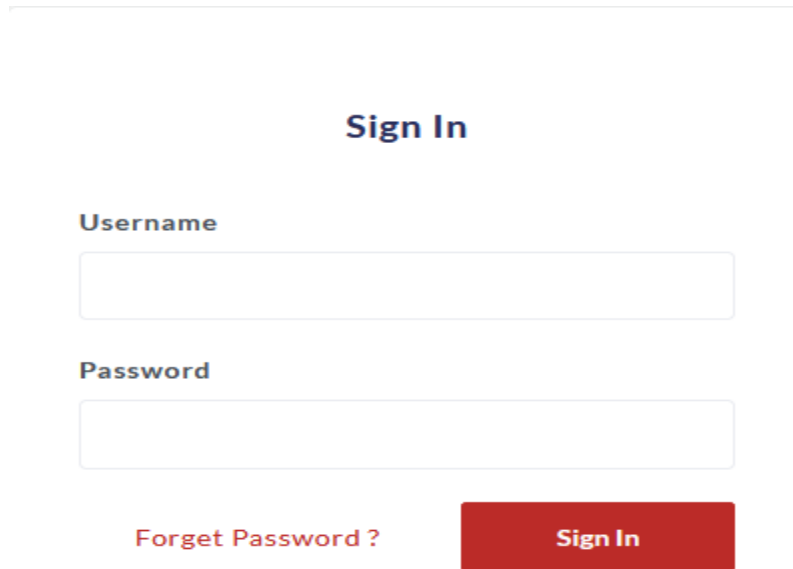


COURSE REGISTRATION GUIDELINES

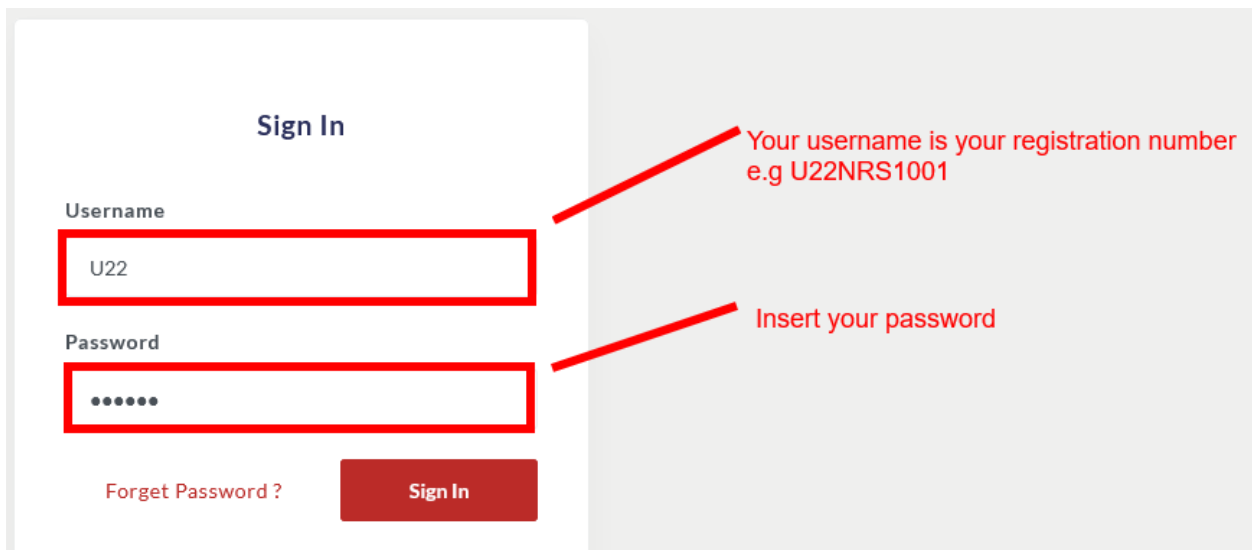
Step 1: Go to the student portal using www.portal.ccuk.edu.ng

The login page should look like the figure below:



The image shows a login form titled "Sign In". It contains two input fields: "Username" and "Password". Below the "Password" field, there is a link for "Forget Password?" and a red "Sign In" button.

Step 2: Insert your username and password then click sign in



The image shows the same login form as in Step 1, but with the "Username" field containing the text "U22" and the "Password" field containing six dots. Red boxes highlight the "Username" and "Password" fields. Red arrows point from the "Username" field to the text "Your username is your registration number e.g U22NRS1001" and from the "Password" field to the text "Insert your password".

Step 3: When you're logged in left click in registration option

The screenshot shows the Capital City University dashboard. The navigation menu at the top includes Dashboard, Profile, Documents, Payments, Registration (highlighted with a red box), Hostel, Result, and Logout. The user's profile information is visible on the left, including the name U22NRS and a graduation cap icon. Below the profile, there are three green circular icons representing the user's programs: B. Nursing Science, Nursing Sciences, and Faculty of Allied Health Sciences. A Logout button is located at the bottom of the profile section. The main content area is titled "My Admission Letter" and contains a Download button. Below this is the "Sessional Records" section, which contains a table with the following data:

Session	Programme	Level	Fees	Courses
2022/2023	B. Nursing Science	100	×	×

Step 4: Click First Semester

The screenshot shows the Registration page on the Capital City University dashboard. The navigation menu at the top includes Dashboard, Profile, Documents, Payments, Registration (underlined), Hostel, Result, and Logout. The main content area is titled "Registration" and contains a box with the following information:


2022/2023
First Semester
Second Semester | Registration Close

A red arrow points to the "First Semester" button, with the text "Left Click on the First Semester" next to it.

Step 5: Click on Find Course


Dashboard Profile Documents Payments Registration Hostel Result Logout

Register Courses for 2022 /2023 First Semester



Capital City University

Course Registration: First Semester 2022 /2023 Session

Full Name	[REDACTED]	Registration No	[REDACTED]	
Programme	B.Sc Forensic Science	Department	Biochemistry	
Level	100L	Session	2022 /2023	
Semester	First Semester			
Click on Find Course				


[Find Courses](#) [Print](#)

Step 6: Select your faculty, department and level from the dialog box. Lastly click on select course

Capital City University Mohammed


Dashboard Profile Documents Payments Registration Hostel Result Logout

Register Courses for 2022 /2023 First Semester



Capital City University

Course Registration: First Semester 2022 /2023 Session

Full Name	SADIQ Moh	Registration No	[REDACTED]	
Programme	B.Sc Forensic Science	Department	Biochemistry	
Level	100L	Session	2022 /2023	
Semester	First Semester			
Click on Find Course				

[Find Courses](#) [Print](#)

Find Courses

FACULTY
Select Faculty

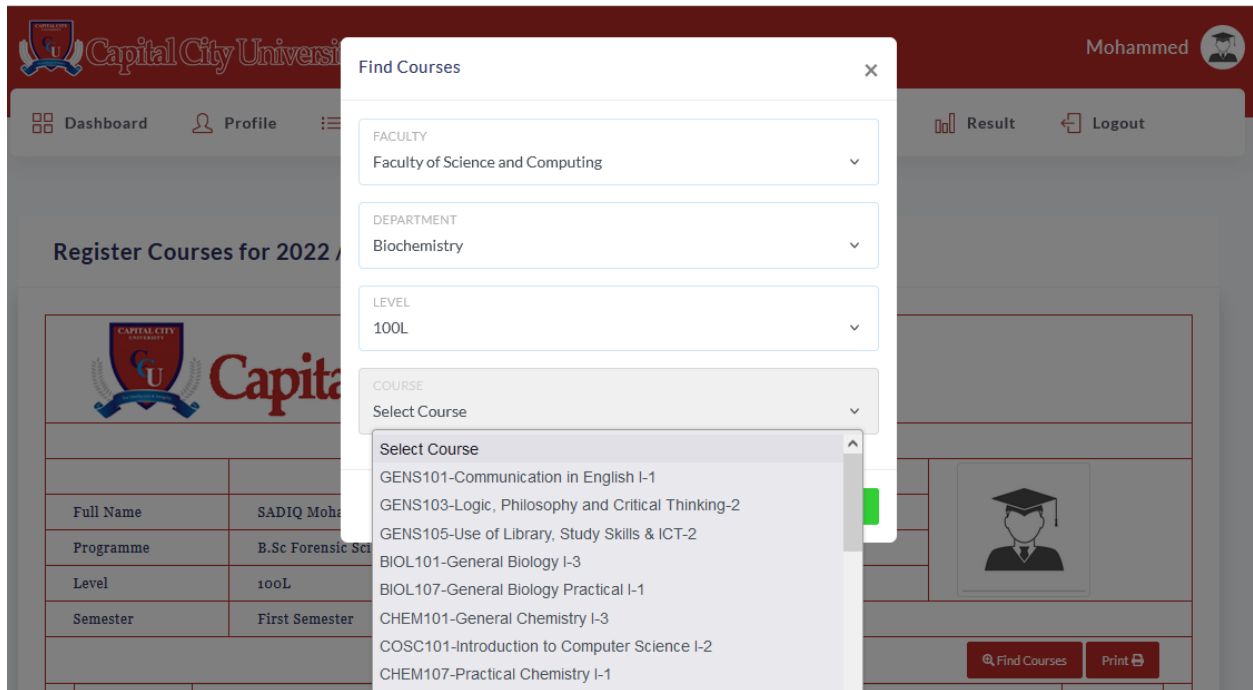
DEPARTMENT
Select Department

LEVEL
Select Level


COURSE
Select Course

[Close](#) [Add Course](#)

Step 7: Select a course and click add course and it be added automatically. Ensure you add all your required courses.



Step 8: Your registered courses should appear in this format

Course Registration: First Semester 2022 /2023 Session				
Full Name	[REDACTED]	Registration No	[REDACTED]	
Programme	B.Sc Forensic Science	Department	Biochemistry	
Level	100L	Session	2022 /2023	
Semester	First Semester			
			Find Courses	Print
S/N	Code	Title	Credit Unit	<input checked="" type="checkbox"/>
1	BIOL101	General Biology I	3	<input checked="" type="checkbox"/>
2	BIOL107	General Biology Practical I	1	<input checked="" type="checkbox"/>
3	CHEM101	General Chemistry I	3	<input checked="" type="checkbox"/>
4	CHEM107	Practical Chemistry I	1	<input checked="" type="checkbox"/>
5	COSC101	Introduction to Computer Science I	2	<input checked="" type="checkbox"/>
6	FRSC102	Introductory Forensic Science	1	<input checked="" type="checkbox"/>
7	GENS101	Communication in English I	1	<input checked="" type="checkbox"/>
8	GENS102	Communication in English II	1	<input checked="" type="checkbox"/>
9	GENS103	Logic, Philosophy and Critical Thinking	2	<input checked="" type="checkbox"/>
10	PHYS107	General Physics Practical I	1	<input checked="" type="checkbox"/>
Registered Units			16	