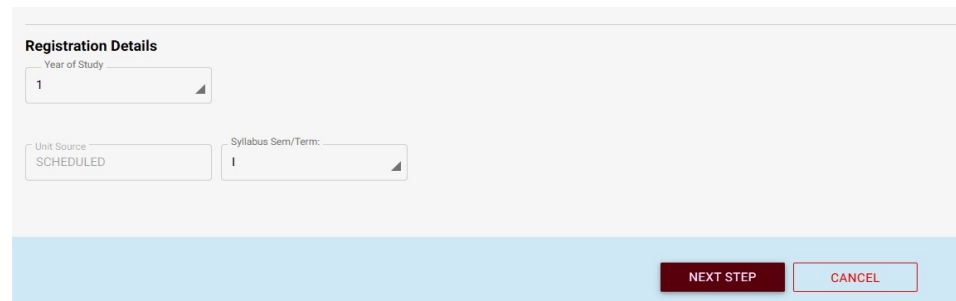


UNIT REGISTRATION PROCEDURE

1. Visit to the website. www.kstvet.ac.ke then click **student portal**
2. Key in your user name and password. (ADMISSION NUMBER AND PASSWORD)
3. Select registration details and set as follows.

—▶ **Study year as : 1**

—▶ **Syllabus Sem/term : 1**



The screenshot shows a web form titled "Registration Details". It contains three dropdown menus: "Year of Study" with the value "1", "Unit Source" with the value "SCHEDULED", and "Syllabus Sem/Term:" with the value "1". At the bottom right of the form, there are two buttons: "NEXT STEP" (a dark red button) and "CANCEL" (a light red button).

4. Click next step
5. Select on course units and confirm the units
6. Click next step
7. Click register
8. You will be Invoiced and registered for the session as per the information provided on your screen. Do you want to continue?. Click yes
9. Finally click register.