Help Manual – Online Application System

How to Apply?

National University of Modern Languages

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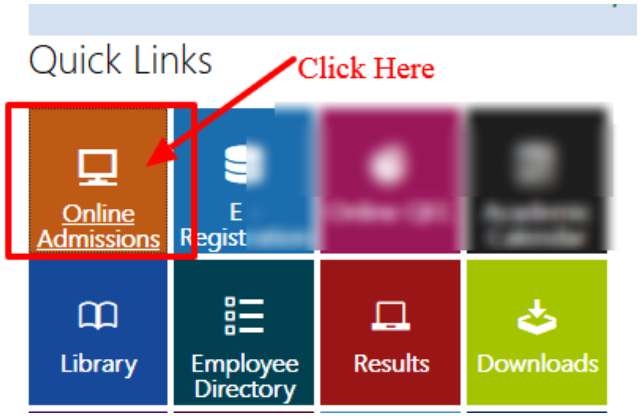
NOTE: There is no need to send hard copies of application/documents to NUML Islamabad Main Campus

1. Main Page

At NUML main website https://numl.edu.pk/



https://numl.edu.pk/admission_navigation.aspx

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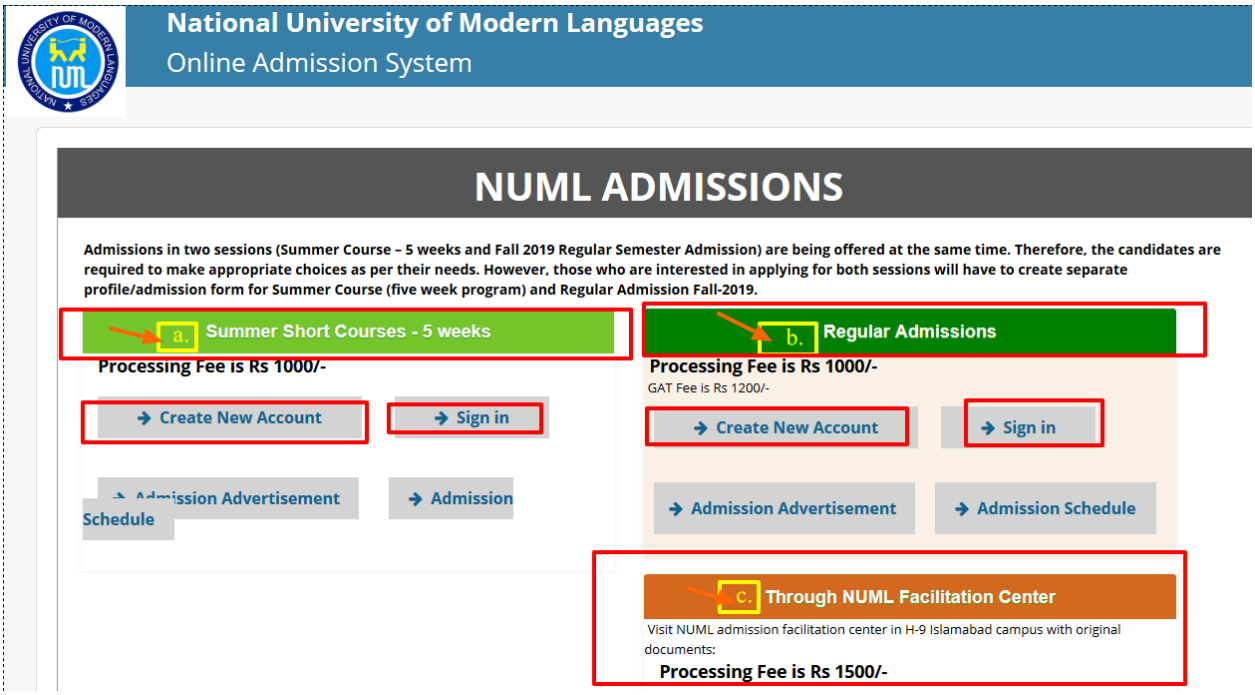
2. NUML Admissions

http://onlineadmission.numl.edu.pk/addmax/app/index.aspx

You have to create two separate Accounts to apply in Summer Short Courses and Regular Fall or Spring Admissions:

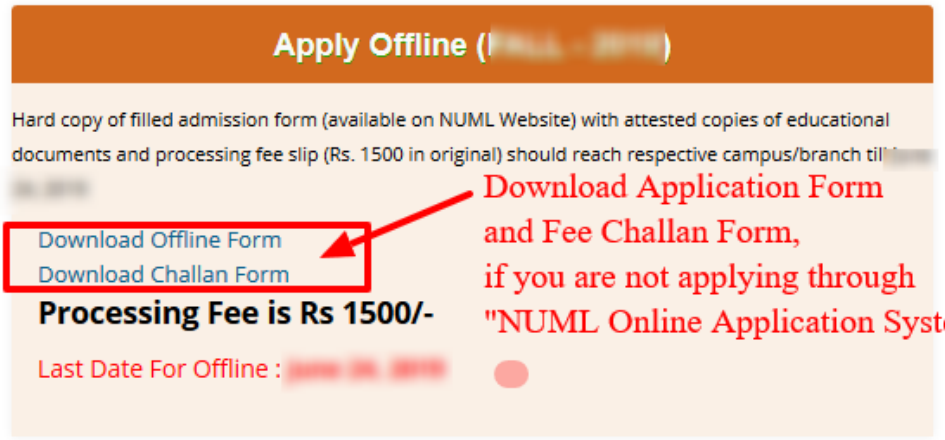
a. Summer Short Courses
b. Regular Admissions

c. If you want to apply online but do not have any internet facility you can visit NUML Islamabad Main Campus and apply for admission through NUML Facilitation Center Islamabad Main Campus. (Processing fee is 1500 Pkr).



3. Offline Application

If you want to apply offline (Download Application Form and Challan form to fill manually all required information for application)



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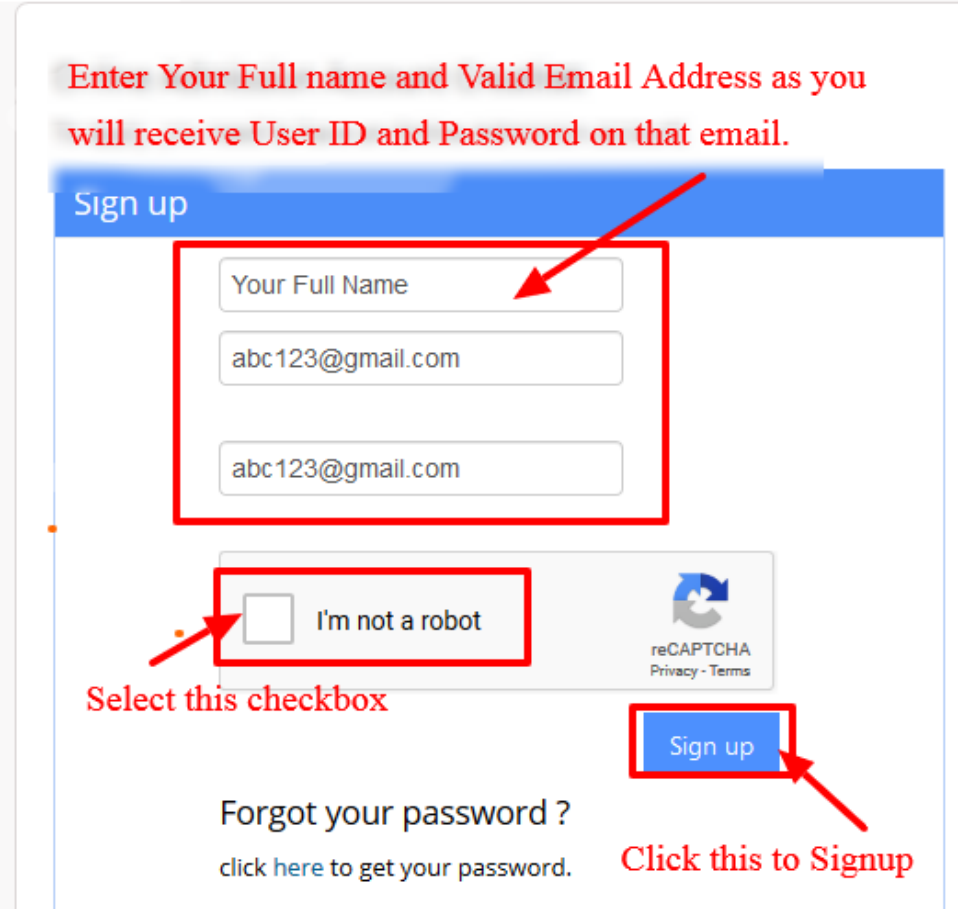
4. Sign Up

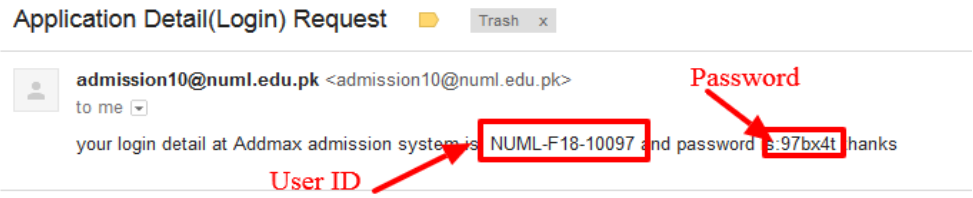
Please provide your valid/active email address because User ID and Password will be sent to you on provided email address.



5. Email Message

After Pressing Signup button you will receive an email on email address that you've provided.

- **If you do not have received email, please check spam/junk/bulk folder.**



Use this System Generated ID and Password to login your Dashboard/ Account.

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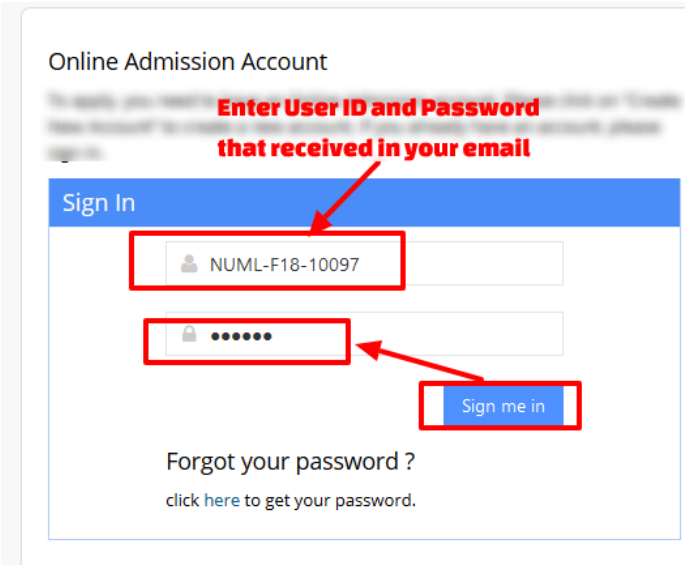
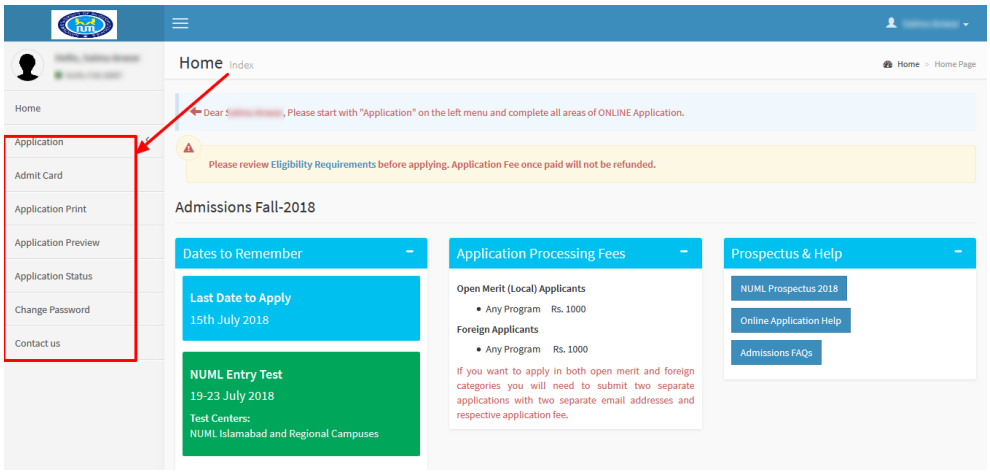
6. Sign-In

Enter User ID and Password that you have received in your email.



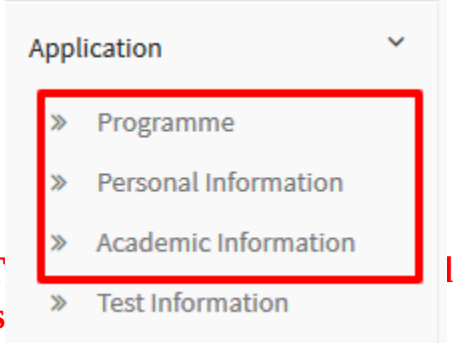
7. Student Application Dashboard

After Login you will have this Dashboard Page.



8. Application Steps

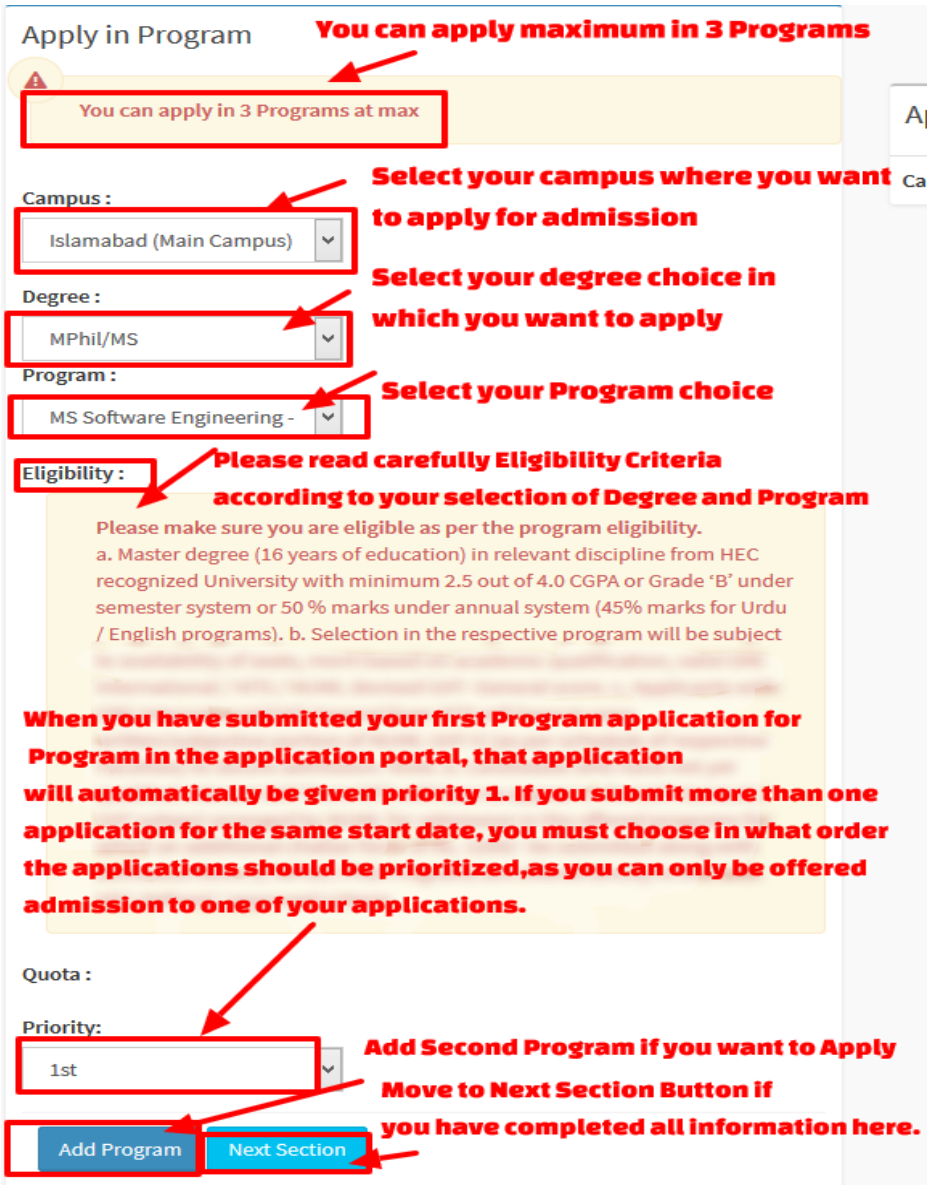
Click on the Application link on the left menu and complete all sections of the application form.
Program, Personal Information and Academic Information sections are compulsory.



NOTE: T l copies of application/documents to NUML Is

9. Program

- If you are applying in three Programs, fee is Rs. 1000 for all programs you've applied.



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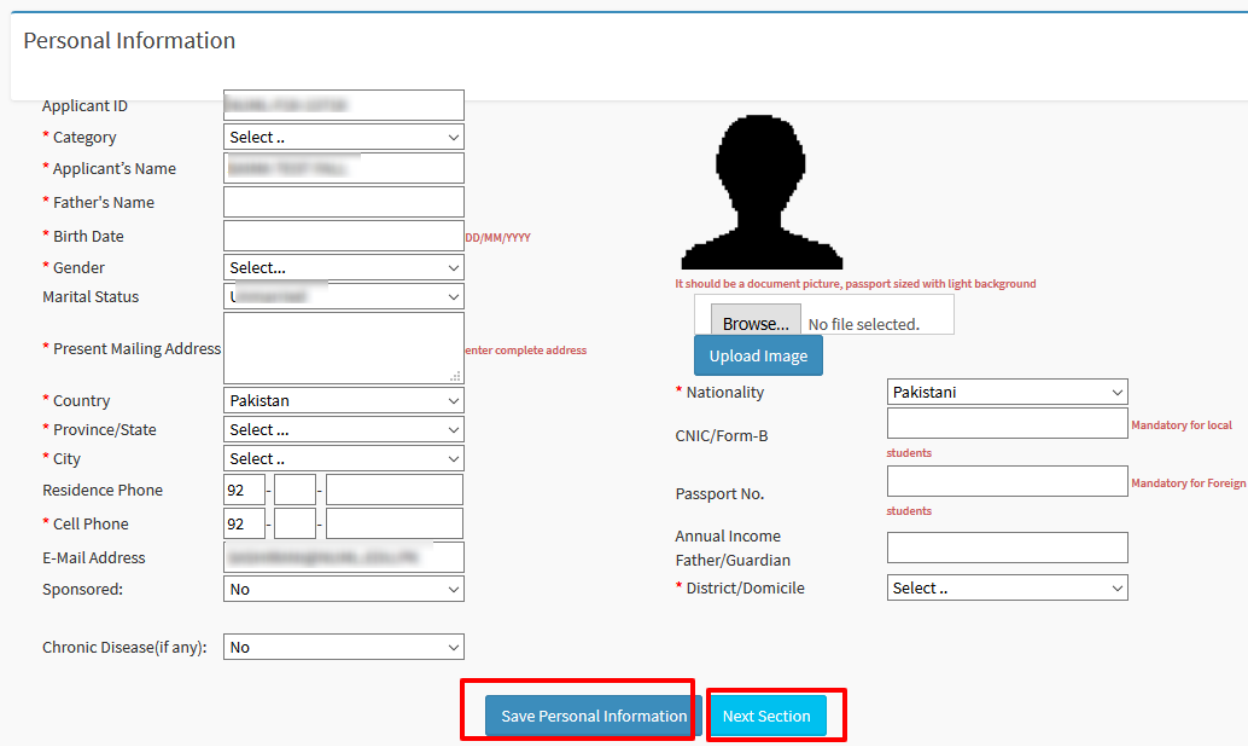
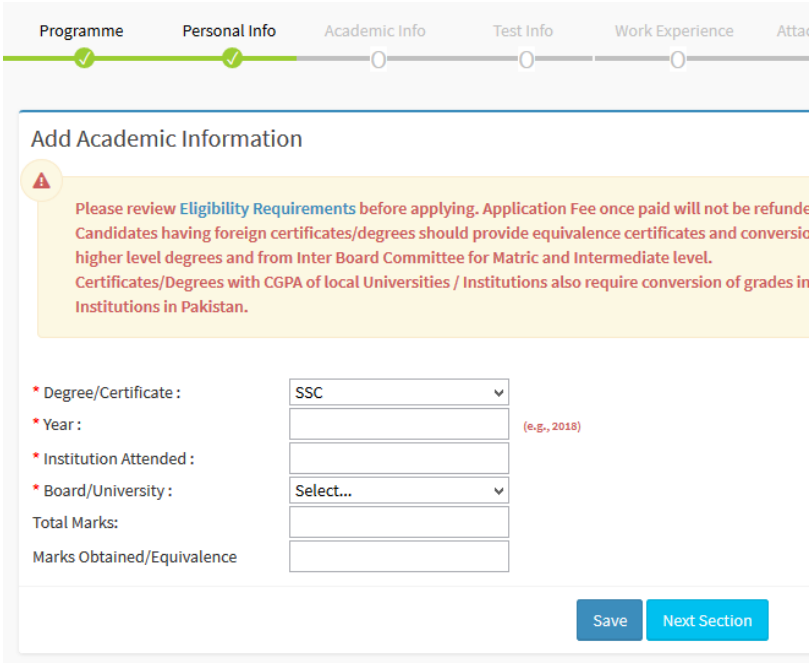
10. Personal Information

Fill all fields with mentioned with '* '. Press Save Personal Information Button and then Next Section Button.



11. Academic Information



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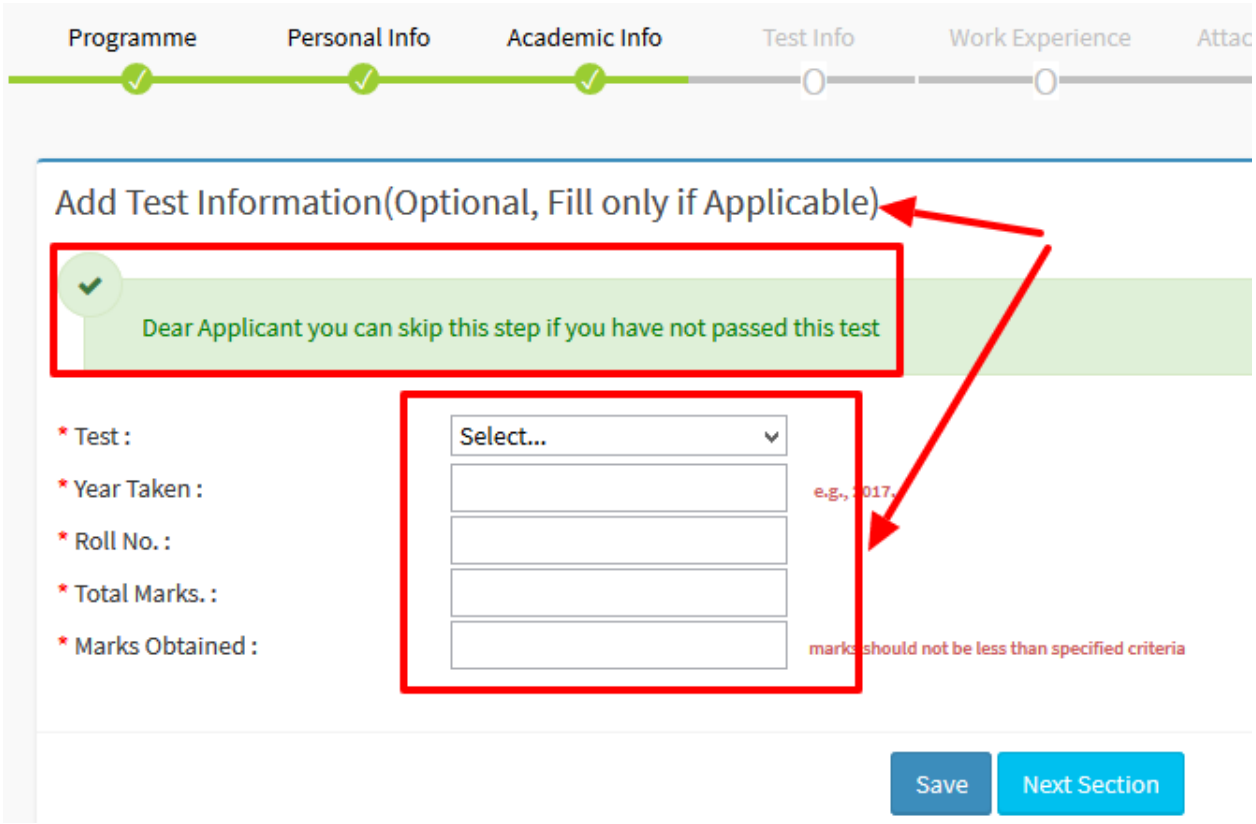
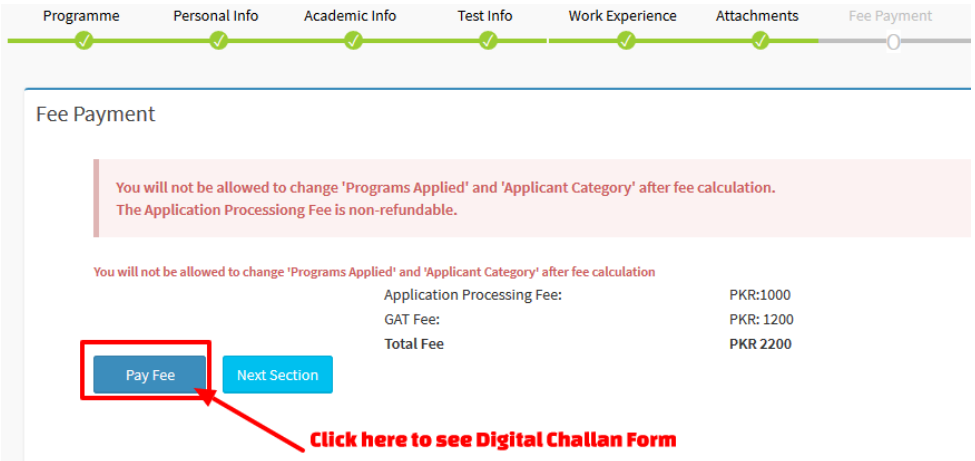
12. Test Information

Test information is optional. Leave all fields blank if not applicable and press Next Button.



13. Fee Payment

When Fee is calculated and your voucher has been created you will not be able to Change your Applied Program



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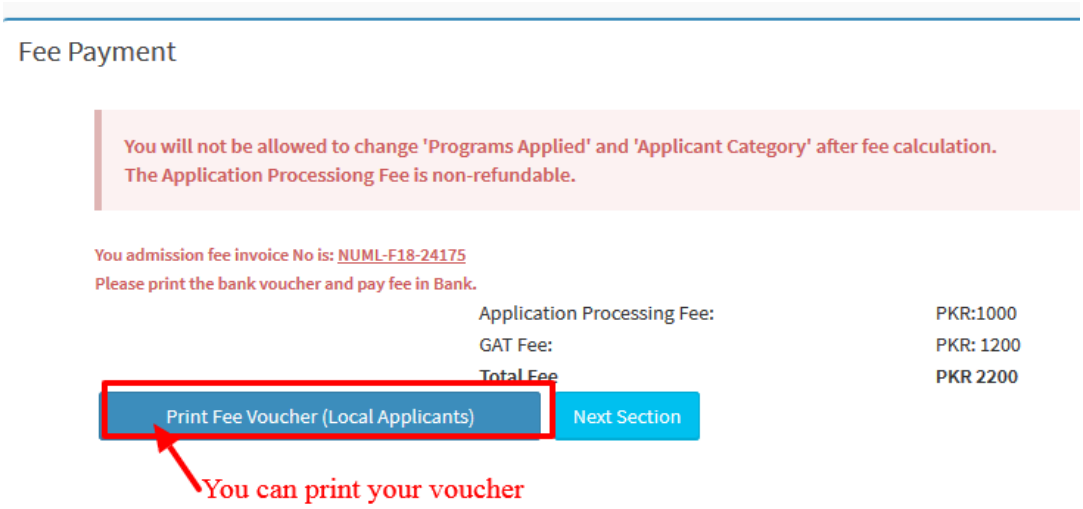
14. Fee Challan Preview

Print (Please print in landscape mode)

Bank Copy		Accounts Copy		Departmental Copy		Student Copy	
Askari Bank Ltd		Askari Bank Ltd		Askari Bank Ltd		Askari Bank Ltd	
National Univeristy of Modern Languages Islamabad (Main Campus) Campus.		National Univeristy of Modern Languages Islamabad (Main Campus) Campus.		National Univeristy of Modern Languages Islamabad (Main Campus) Campus.		National Univeristy of Modern Languages Islamabad (Main Campus) Campus.	
Industrial Area I-9 Islamabad A/C Title : Functional Course Fee		Industrial Area I-9 Islamabad A/C Title : Functional Course Fee		Industrial Area I-9 Islamabad A/C Title : Functional Course Fee		Industrial Area I-9 Islamabad A/C Title : Functional Course Fee	
FALL 2018		FALL 2018		FALL 2018		FALL 2018	
Credit Bank Account#:		Credit Bank Account#:		Credit Bank Account#:		Credit Bank Account#	
Admission Form #		Admission Form #		Admission Form #		Admission Form #	10
Name:		Name:		Name:		Name:	
Program Applying:	MPhil Islamic Studies (Afternoon)	Program Applying:	MPhil Islamic Studies (Afternoon)	Program Applying:	MPhil Islamic Studies (Afternoon)	Program Applying:	MPhil Islamic Studies (Afternoo
Challan Form #	10047	Challan Form #	10047	Challan Form #	10047	Challan Form #	100
Issue Date	7/9/2018	Issue Date	7/9/2018	Issue Date	7/9/2018	Issue Date	7/9/20
Description	Amount (Rupees)	Description	Amount (Rupees)	Description	Amount (Rupees)	Description	Amount (Rupee
Form Processing Fee	1000	Form Processing Fee	1000	Form Processing Fee	1000	Form Processing Fee	10
GAT Fee:	1200	GAT Fee:	1200	GAT Fee:	1200	GAT Fee:	12
Bank Stamp		Bank Stamp		Bank Stamp		Bank Stamp	

Open Merit (Local Applicant): Print the fee voucher and pay fee in Bank



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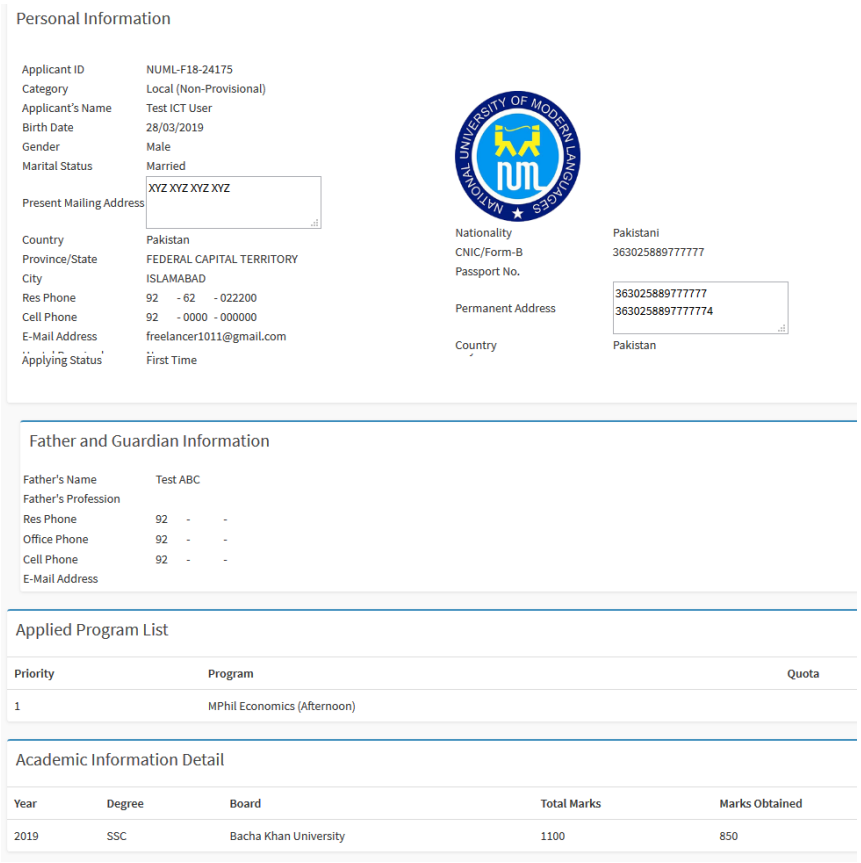
15. Final Submit

a. **Review and submit** the application. Please remember that after final submission you will not be able to edit your application. Online application without application fee will not be processed by admission office.



Personal Information

Applicant ID	NUML-F18-24175
Category	Local (Non-Provisional)
Applicant's Name	Test ICT User
Birth Date	28/03/2019
Gender	Male
Marital Status	Married
Present Mailing Address	XYZ XYZ XYZ XYZ
Country	Pakistan
Province/State	FEDERAL CAPITAL TERRITORY
City	ISLAMABAD
Res Phone	92 - 62 - 022200
Cell Phone	92 - 0000 - 000000
E-Mail Address	freelancer1011@gmail.com
Applying Status	First Time
Nationality	Pakistani
CNIC/Form-B	363025889777777
Passport No.	
Permanent Address	363025889777777 3630258897777774
Country	Pakistan

Father and Guardian Information

Father's Name	Test ABC
Father's Profession	
Res Phone	92 - -
Office Phone	92 - -
Cell Phone	92 - -
E-Mail Address	

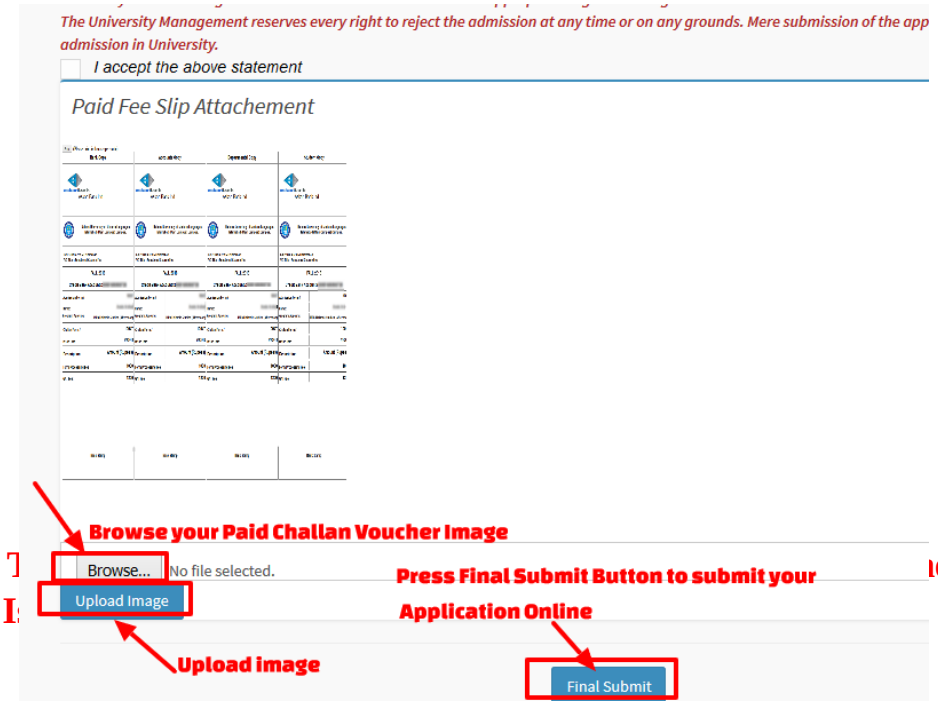
Applied Program List

Priority	Program	Quota
1	MPhil Economics (Afternoon)	

Academic Information Detail

Year	Degree	Board	Total Marks	Marks Obtained
2019	SSC	Bacha Khan University	1100	850

b. Scan Paid Fee Challan slip and upload, press final submit button to submit your application



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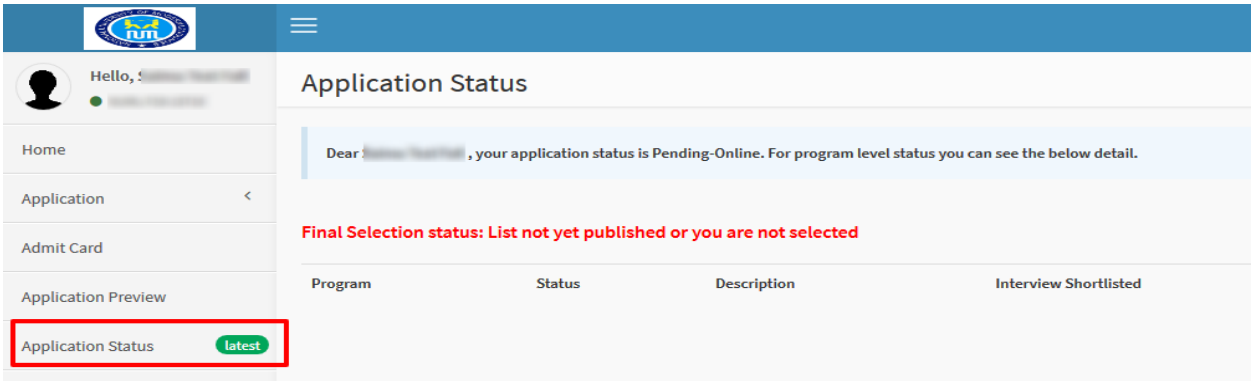
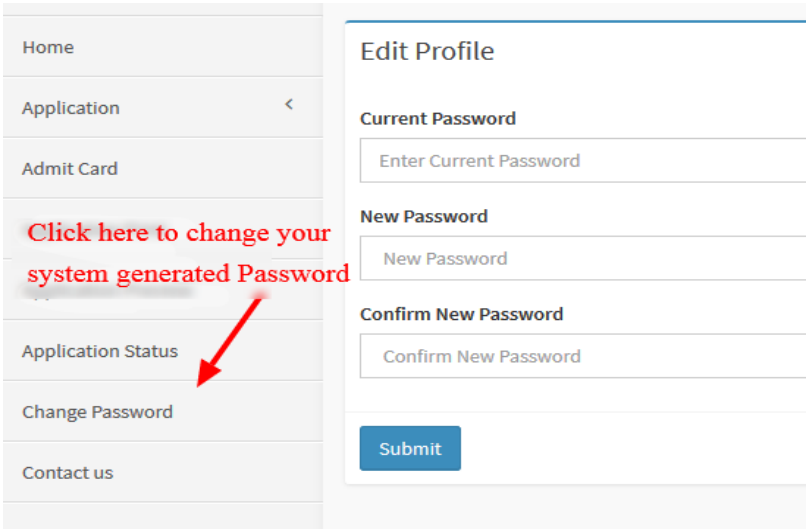
16. Application Status



17. Change Password

You can change your default password to your own choice's password.



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