

Help Manual – Online Application System



How to Apply?

National University of Modern Languages



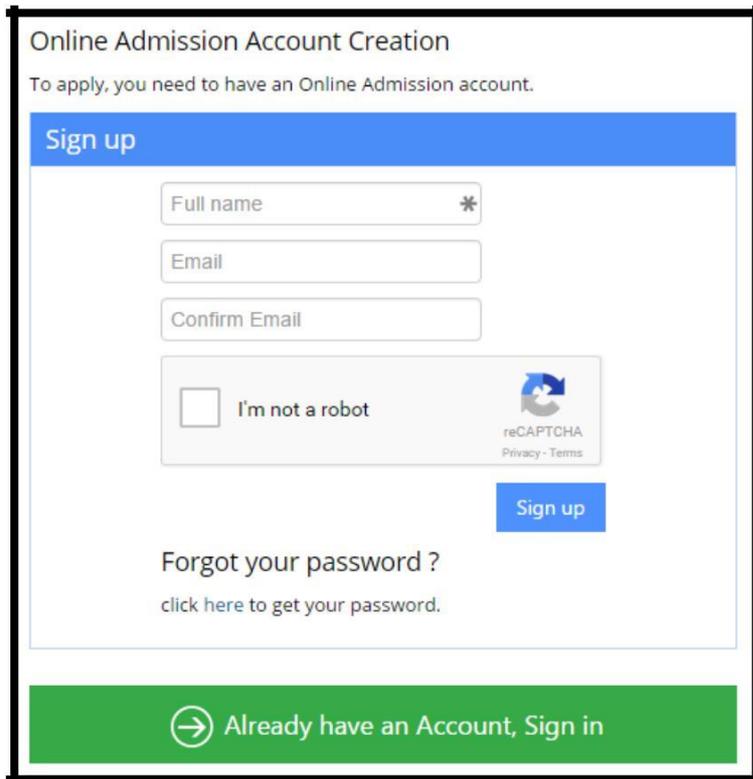
Go to

<http://onlineadmission.numl.edu.pk/>

1. Register an account

To apply you need to have an NUML admissions account. Click on the Register link to create account.

Please make sure you have a functional email address before you register an account. If you don't have an email account, you can create one at gmail.com or yahoo.com etc. Note that all correspondence from National University of Modern Languages(NUML) will be sent to this email address.



The screenshot shows a web form titled "Online Admission Account Creation". Below the title is a sub-header "Sign up" in a blue bar. The form contains several input fields: "Full name" with an asterisk, "Email", and "Confirm Email". There is a checkbox labeled "I'm not a robot" next to a reCAPTCHA logo. A blue "Sign up" button is positioned below the reCAPTCHA. Below the button, there is a link for "Forgot your password?" with the text "click here to get your password.". At the bottom of the form, there is a green bar with a right-pointing arrow and the text "Already have an Account, Sign in".

2. Check Email

Login to the email account you provided during account registration. Check email from admission office, National University of Modern Languages. Please check your inbox and Spam/Junk mail folder.

Welcome Applicant

Inbox x



[redacted]@gmail.com [redacted]@gmail.com>

to me ▾

Dear ICT Test User,

Thank you for your application at National University of Modern Languages. your account information.

Login: **System Generated User Name**

Password: **Password**

URL: **Link where you will have to access your account**

3. Login

Go back to <http://onlineadmission.numl.edu.pk/> and use the Applicant ID and Password to login, which is provided through email (System Generated User ID and Password). You can change your password, after login, through **change password** menu link.

Online Admission Account

To apply, you need to have an Online Admission account. Please click on "Create New Account" to create a new account. If you already have an account, please sign in.

Sign In

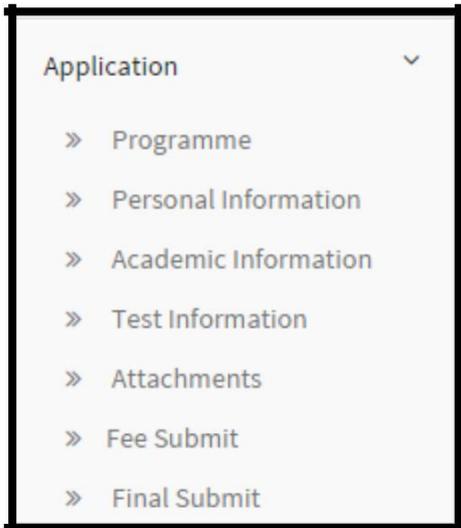
Forgot your password ?
[click here to get your password.](#)

4. Main Page

The screenshot shows the main page of the online admission portal. At the top left, there is a user profile for 'Hello, ICT Test User' with ID 'NUML-F18-1004'. A navigation menu on the left includes links for Home, Application, Application Print, Application Preview, Application Status, Change Password, and Contact us. The main content area features a 'Home' breadcrumb and a message: 'Dear ICT Test User, Please start with "Application" on the left menu and complete all areas of ONLINE Application.' Below this is a warning banner. The primary heading is 'Admissions MBBS/BDS Session 2014-15'. Three main sections are visible: 'Dates to Remember' with a 'Last Date to Apply' box, 'Application Fees' with details for Open Merit and Foreign applications, and 'Prospectus & Help' with buttons for 'Prospectus', 'FAQs', and 'Help'. A note at the bottom states: 'If you want to apply in both open merit and foreign'.

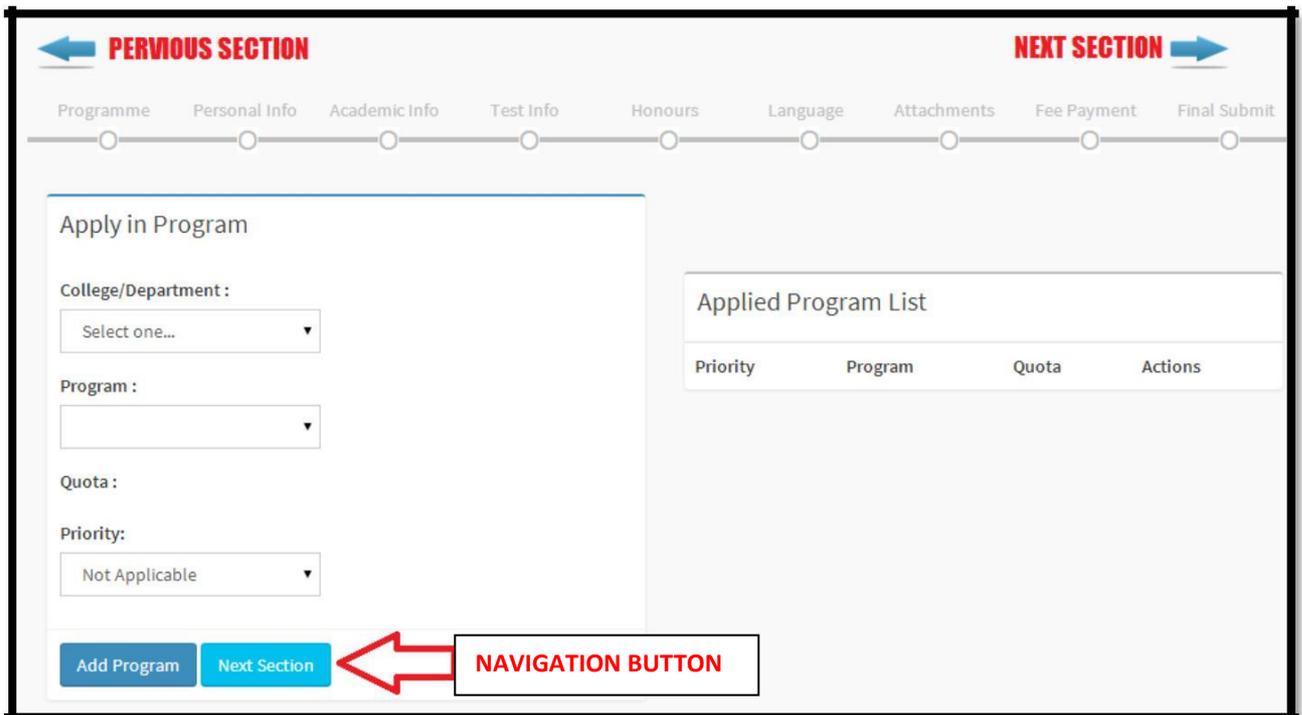
5. Application Steps

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.



6. Navigation

For navigation you can use navigation arrows or Next Section Button at the bottom. Please make sure to save each step.



A screenshot of the application form interface. At the top, there are two navigation arrows: a left-pointing blue arrow labeled "PERVIOUS SECTION" and a right-pointing blue arrow labeled "NEXT SECTION". Below these is a progress bar with nine steps: Programme, Personal Info, Academic Info, Test Info, Honours, Language, Attachments, Fee Payment, and Final Submit. The "Programme" step is currently active. The main content area is titled "Apply in Program" and contains several dropdown menus: "College/Department:" (with "Select one..." selected), "Program:", "Quota:", and "Priority:" (with "Not Applicable" selected). To the right of the form is a table titled "Applied Program List" with columns for "Priority", "Program", "Quota", and "Actions". At the bottom of the form, there are two buttons: "Add Program" and "Next Section". A red double-headed arrow points to the "Next Section" button, which is labeled "NAVIGATION BUTTON" in a red box.

7. Application Sections

Apply in Program

Campus :
Islamabad

Degree :
Electrical-Engineerings

Program :
MS Electrical Engineering

Quota :
Open Merit

Priority:
1st

[Add Program](#) [Next Section](#)

Applied Program List

Campus	Priority	Program	Quota	Actions
Islamabad	2	PhD Electrical Engineering		Delete

Click on Program link and select appropriate option from dropdown list.

The available options are

- Select campus as 'Islamabad' or 'Faisalabad'
- Select Program.
- Select Quota.
- Select Priority if applying in more than one program.
- Click on 'Add Program'

The Applied Programs list will be displayed on the right side. If you make any error or mistake in selection, you can delete and re-enter the details. You must apply in at least one program to proceed to the next section.

b. Personal Information

Personal Information

Personal information updated successfully.

Applicant ID: HOC-0094307

Category: Foreign

Applicant's Name: Imran Ahmad

Birth Date: 01/01/1988

Gender: Male

Marital Status: Unmarried

Presenting Address: House No. 002/A, Street No. 01, Sector-04-1

Country: Pakistan

Province/State: Federal

City: Islamabad

Residence Phone: 99 35 3324897

Call Phone: 99 348 332533

E-Mail Address: admissions@indcollege.edu.pk

Hostel Required: Yes

Applying Status: Real Time

Date of Test Venue: Islamabad

Nationality: Pakistan

CNIC/Pass-ID: 0000000000000

Passport No: U 5249424

Permanent Address: House No. 002, Main Street, Lahore

Country: Pakistan

City: Lahore

Co-Counselant Activities: Music, Sports

[Choose file](#) [No File chosen](#) [Upload Image](#)

Father and Guardian Information

Father's Name: Ahmad Khan

Father's Guardian CNIC: 0000000000000

Father's Profession: Businessman

Annual Income of Father/Guardian: 000000

Father's Address: House No. 002/A, Street No. 01, Sector-04-1

Country: Pakistan

City: Islamabad

Residence Phone: 99 35 3324897

Office Phone: 99 35 3324897

Call Phone: 99 348 332533

E-Mail Address: ahmadkhan@sample.com

Father's Guardian: ✓

Guardian's Name: Ahmad Khan

Occupation of Guardian: Businessman

Guardian's Address: House No. 002/A, Street No. 01, Sector-04-1

Country: Pakistan

City: Islamabad

Residence Phone: 99 35 3324897

Office Phone: 99 35 3324897

Call Phone: 99 348 332533

E-Mail Address: ahmadkhan@sample.com

[Save Personal Information](#) [Next Section](#)

Fill all the personal information details on this page. Items marked with * are mandatory. The Key areas are

- i. Category: Select 'Local (Open Merit)' or 'Foreign*' [The application processing fee and mode of payment will be applicable as per this selection]. Candidates applying in both open merit and foreign categories would be required to submit two separate applications using two separate email addresses with respective application fee.
- ii. Applicant Name: As per matriculation or equivalent certificate
- iii. Present Mailing Address: All postal communication will be made on this address.
- iv. Cell Phone: All SMS communication will be sent on this number.
- v. CNIC/Form B or Passport No (Foreign Applicants):
- vi. Picture: You must upload a passport size picture with light background.

c. Academic Information

Add Academic Information

If F.Sc / Equivalent result have not been declared yet, you can apply provisionally and update/enter the result later.

* Degree/Certificate :

* Year : * (e.g., 2010)

* Institution Attended :

* Board/University :

Total Marks:

Marks Obtained/Equivalence

CGPA: (optional, write only if applicable)

[Save](#) [Next Section](#)

Academic Information Detail

Year	Degree	Board	Total Marks	Marks Obtained	Actions
2012	SSC (Matric) / Equivalent	FBISE Islamabad	1050	800	Delete

Add Academic Information

If F.Sc / Equivalent result have not been declared yet, you can apply provisionally and update/enter the result later.

✓
F.Sc / Equivalent academic Information added successfully.
×

* Degree/Certificate :

* Year : * (e.g., 2010)

* Institution Attended :

* Board/University :

Total Marks:

Marks Obtained/Equivalence

CGPA: (optional, write only if applicable)

[Save](#) [Next Section](#)

Academic Information Detail

Year	Degree	Board	Total Marks	Marks Obtained	Actions
2012	SSC (Matric) / Equivalent	FBISE Islamabad	1050	800	Delete
2014	F.Sc / Equivalent	BISE Rawalpindi	1100	918	Delete

Fill your academic details in this section.

- i. Select SSC/Matric/O Level or Equivalent and fill all the relevant details and click save.
- ii. Using the same form Select HSSC or other qualifications as applicable and click save.
- iii. The saved details will be shown in the table below the form.

If you cannot find your Board/University in the dropdown please select option as 'other'.

d. Test Information

Add Test Information

* Test:

* Year Taken: e.g., 2014.

* Roll No.:

* Total Marks.:

* Marks Obtained:

Test Information Detail

Year	Test	RollNo.	Total Marks	Marks Obtained	Actions
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If you are applying in Foreign Category, you can enter SAT-II Scores here.

Add Test Information

* Test:

SAT Info

* Biology Marks: *

* Chemistry Marks:

Physics Marks:

Mathematics Marks:

Other Subject: (specify the name of subject)

Other Subject Marks: (specify the marks of others)

* Year Taken : e.g., 2012. and for SAT-II Year taken should not be more than 2 years.

* Total Marks.:

* Marks Obtained : marks should not be less than specified criteria

Test Information Detail

Year	Test	Total Marks	Marks Obtained	Actions
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e. Attachments

Please scan and upload the relevant documents.

Maximum file size per document is 1048 KB or 1 MB.

Upload Documents

List Documents to Upload upload size limit is 1MB or 1024KB

Document Name	Choose File	No file chosen	Upload
SSC (Matric) / Equivalent Certificate	Choose File	No file chosen	Upload
F.Sc / Equivalent Certificate	Choose File	No file chosen	Upload
CNIC / Form B (Candidate)	Choose File	No file chosen	Upload
CNIC (Father/Gaurdian)	Choose File	No file chosen	Upload
Passport (Foreign Only)	Choose File	No file chosen	Upload
SAT II Score Copy (Foreign Only)	Choose File	No file chosen	Upload
Test Result	Choose File	No file chosen	Upload

Next Section

Successfully Uploaded List

List of Documents Attached

Document Name	Action
SSC (Matric) / Equivalent Certificate	View

f. Fee Payment

Fee details screen will be presented as below;

Please click on 'Pay Fee' Button, you will get the option to pay fee as per your application category

Fee Payment

You will not be allowed to change 'Programs Applied' and 'Applicant Category' after fee calculation. The Application Processing Fee is non-refundable.

Please print the bank voucher and pay fee in Bank Alfalah.

Application Processing Fee 5000 PKR

Pay Fee Next Section

Fee Payment

You will not be allowed to change 'Programs Applied' and 'Applicant Category' after fee calculation. The Application Processing Fee is non-refundable.

Payment can be made by credit card.

Application Processing Fee 110 USD(\$)

Pay Fee Next Section

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

Fee Payment

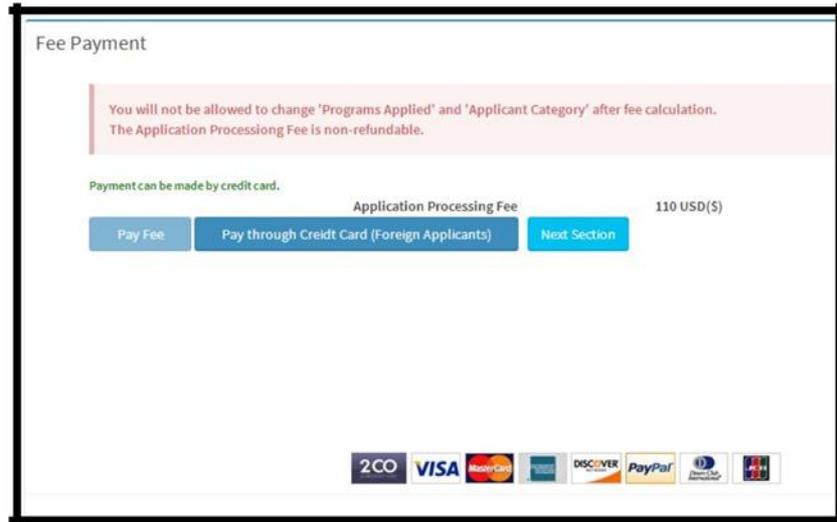
You will not be allowed to change 'Programs Applied' and 'Applicant Category' after fee calculation. The Application Processing Fee is non-refundable.

Please print the bank voucher and pay fee in Bank Alfalah.

Application Processing Fee 5000 PKR

Pay Fee Print Fee Voucher (Local Applicants) Next Section

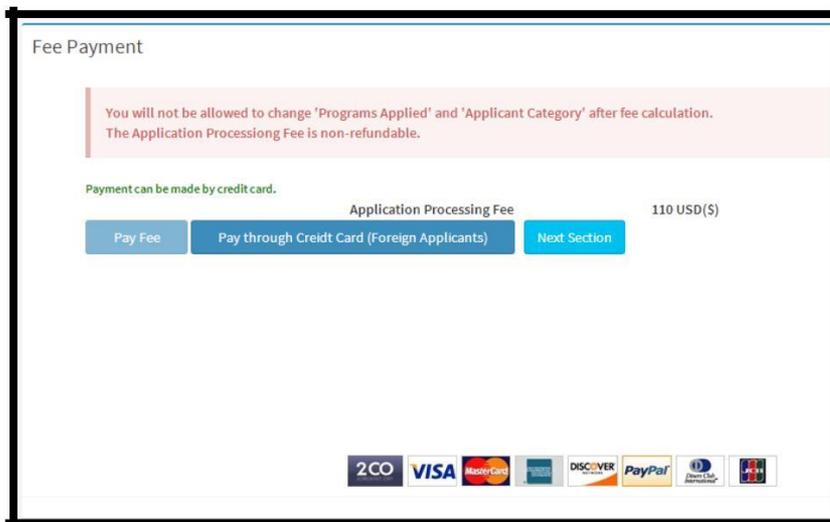
viii. Foreign Applicant: Pay online by credit or debit card.



Open Merit (Local) Applicants, print the bank voucher and pay the application processing fee in any **Askari** Bank Branch throughout Pakistan.

g. Final Submit

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.



8. Application Print

After final submission please click on 'Application Print' in the left side menu and print the One Page Summary of your application. You are required to send hard copies of all documents to the Admissions Office. Send your documents via post / courier to the Admissions Office at

Admissions Office
National University of Modern Languages
H-9, Khayban e Johar, Islamabad.
Phone: 051-1234568-3 Cell: 0315-1111111
Email: admissions@numl.edu.pk
Web: www.numl.edu.pk

Print Application

(Foreign Applicants should upload the documents and are not required to send hard copies)



National University of Modern Languages
 H-9, Islamabad.
 Phone: 051-1234568-3 Cell: 0315-1111111
 Email: admissions@numl.edu.pk
 Web: www.numl.edu.pk



Applicant ID:	NUML-F18-1004	Category:	DAE(3 Year)	Date:	19/06/18
Programs Applied:	PhD Electrical Engineering				
Personal Information					
Applicant Name:	ICT Test User				
Father's Name:	Mr. ABC				
Birth Date:	02/04/2018	Gender:	Male		
Present Address:	Test ABC XYZ				
City:	Faqir Wall	Country:	Pakistan		
Phone (Residence):	92--	Cell Phone:	92-31-11222333		
CNIC/Form B:	3630206385627	Passport:			
Email:	freelancer1011@gmail.com	Hostel:	Yes		
Academic Information					
Year	Degree	Board	Total	Obtained	
2013	SSC	BISE Larkana	800	500	
Test Information					
Year	Test	RollNo.	Total	Obtained	
Document Checklist					

9. Application Status

You can track the status of your application by clicking on 'Application Status'. Application status will be updated at various levels of application process.

Application Status

Dear Imran Ahmed , your application status is Submitted-Online. For program level status you can see the below detail.

Program	Status	Description
MBBS	Submitted-Online	Application successfully submitted online

