

REPUBLIC OF CAMEROON

Peace – Work – Fatherland

MINISTRY OF HIGHER EDUCATION

THE UNIVERSITY OF BAMENDA

P.O. Box 39, Bambili

Fax (237) 233 366 030 - Website: www.uniba.cm

National Higher Polytechnic Institute (NAHPI)

(School of Engineering and Technology)

www.nahpi.cm

Director : Fidelis Cho-Ngwa, Professor
Deputy Director : Nfah Mbaka Eustace, Assoc. Professor
HD/ Academic Affairs, Research and Cooperation: Pr. Fozao Kennedy Folepai
HD/ Student Records, Studies and Internship : Fautso Kuiate Gaétan, Assoc. Professor
HD/ Initial and Distant Training : Dr. Mih Thomas Attia
HD/ Administrative and Financial Affairs : Mrs. Bin Marcela Njang



REPUBLIQUE DU CAMEROUN

Paix – Travail – Patrie

MINISTERE DE L'ENSEIGNEMENT SUPERIEUR

L'UNIVERSITE DE BAMENDA

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Ecole Nationale Supérieure Polytechnique (ENSPB)

(Ecole d'Ingénierie et de Technologie)

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Ref No 2026 10155 /UBa/NAHPI/HD-SAS/HOS-SRSDC

Date: 13 OCT 2026

Registration Procedure for Freshmen and Returning Students into the National Higher Polytechnic Institute (NAHPI), Academic Year 2026/2027

FRESHMEN (YEAR 1, YEAR 3 AND YEAR 4)

Online Registration and Payment of School Fees

- Step 1:** Go to the University website (www.uniba.cm)
- Step 2:** Get your **Registration Number** from the ADMISSIONS tab under the Admissions Menu or using the following link www.ubastudent.online/find_me
- Step 3:** Visit the website www.ubastudent.online and create a **Student Account** using your registration numbers.
- Step 4:** Log into your student account using your registration number and password, then **download your Admission Letter**.
- Step 5:** Click on the "Pay Fee" tab and pay your online charges through **mobile money**.
- Step 6:** Select to pay your **registration, insurance, medicals and refundable caution fees**. NB: Caution fee is incorporated in the registration fee.
- Step 7:** Click your profile picture to access the drop-down menu.
- Step 8:** Click **Transaction Details** link to View, download and print receipts.

Verification and validation of receipts

- Step 9:** Go to the **Division of Administrative and Financial Affairs** of NAHPI and submit four **(4) copies** each of the printed payment receipts for verification, validation and certification.

Medical checkup and health insurance

- Step 10:** Go to the **UBa Health Unit** with a certified copy of your medical and insurance fee receipt for a routine medical checkup which is required for online account validation.
- NB:** Students who shall not have done the routine medical checkup shall not be able to register for courses online.

Course registration and form B

- Step 11: Get a sample Form B (Course Registration form) from your **Head of Department**.
- Step 12: Log into your student account and register for your courses online following the sample form B.
- Step 13: Print four (4) copies of your Form B and submit to your Head of Department for certification.

Physical Registration

- Step 14: Proceed to the Records Service of NAHPI and receive one stamped **Form A** to be filled diligently.
- Step 15: Compile and deposit a registration file containing the following documents at the service for Student Records;
1. Certified Birth certificate (1 copy)*
 2. Certified GCE Ordinary Levels or Probatoire (1 copy) (**YEAR 1 ENTRY ONLY**)*
 3. Certified GCE Advanced Levels, Advanced Technical Certificate or Baccalaureat (1 copy) (**YEAR 1 & MSc ONLY**)*
 4. Certified copy of First Degree/DIPET/UDT/MSc and Transcript (**YEAR 3, Year 4, MSc & PhD ONLY**)*
 5. One signed Form B
 6. Medical clearance.
 7. One passport size photograph
 8. One stamped A4 envelope addressed to parent or guardian.

***NB: Newly admitted students shall be requested to submit any of the documents (1,2,3,4) above listed only if:**

- i. The certified copies they submitted for the entrance examination are dated more than three (3) months as of 31st October 2026.
- ii. They did not submit their Advanced Level/Baccalauréat/Advanced Technical Certificates for the entrance examination.

RETURNING STUDENTS

1. A certified copy of each fee receipt (Registration, Medical, and Insurance, Student Dues).
2. Medical clearance form.
3. A Signed Form B for the current academic year.

Registration deadline: Friday, 06th November 2026



Fausto Kuiate Gaetan, Associate Professor
Head of Division of Student Records, Studies and Internship