

HOW TO CREATE MAKERERE STUDENT PORTAL ACCOUNT

Introduction

Each student admitted to Makerere University will need an account on the Student Portal. The portal will enable a student to;

1. Make payments to the university (Tuition, functional fees, and change of program application fee)
2. Enroll for an academic Semester and register course units
3. View their results
4. Apply for change of program

Requirements to activate Account

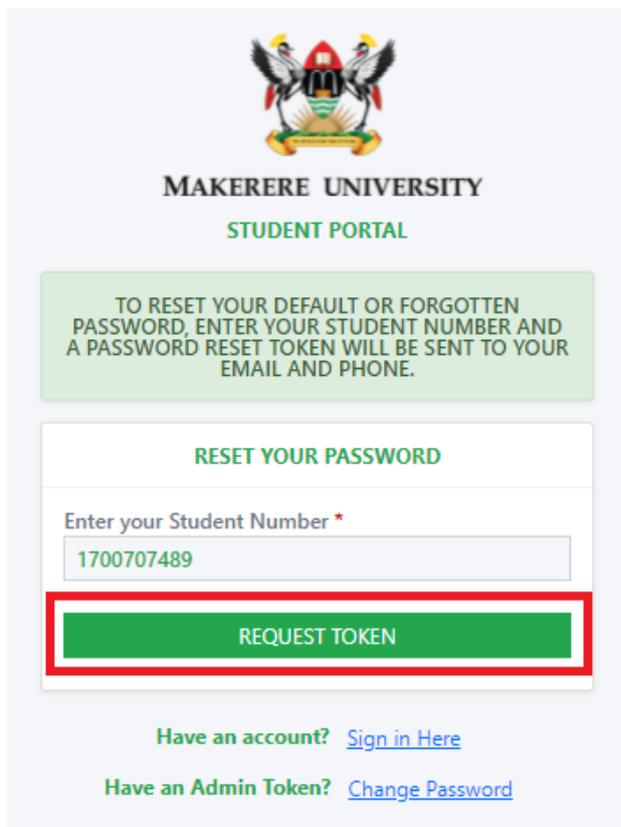
1. Valid student number and registration number

Procedures

Student portal is a self-service system that enables any student with the necessary requirements to create their own account. The following steps will guide

STEP 1: Go to <https://myportal.mak.ac.ug> or <https://student.mak.ac.ug>

STEP 2: If you do not have an account yet, enter your **Student number** and then click “REQUEST TOKEN”




MAKERERE UNIVERSITY
STUDENT PORTAL

TO RESET YOUR DEFAULT OR FORGOTTEN PASSWORD, ENTER YOUR STUDENT NUMBER AND A PASSWORD RESET TOKEN WILL BE SENT TO YOUR EMAIL AND PHONE.

RESET YOUR PASSWORD

Enter your Student Number *

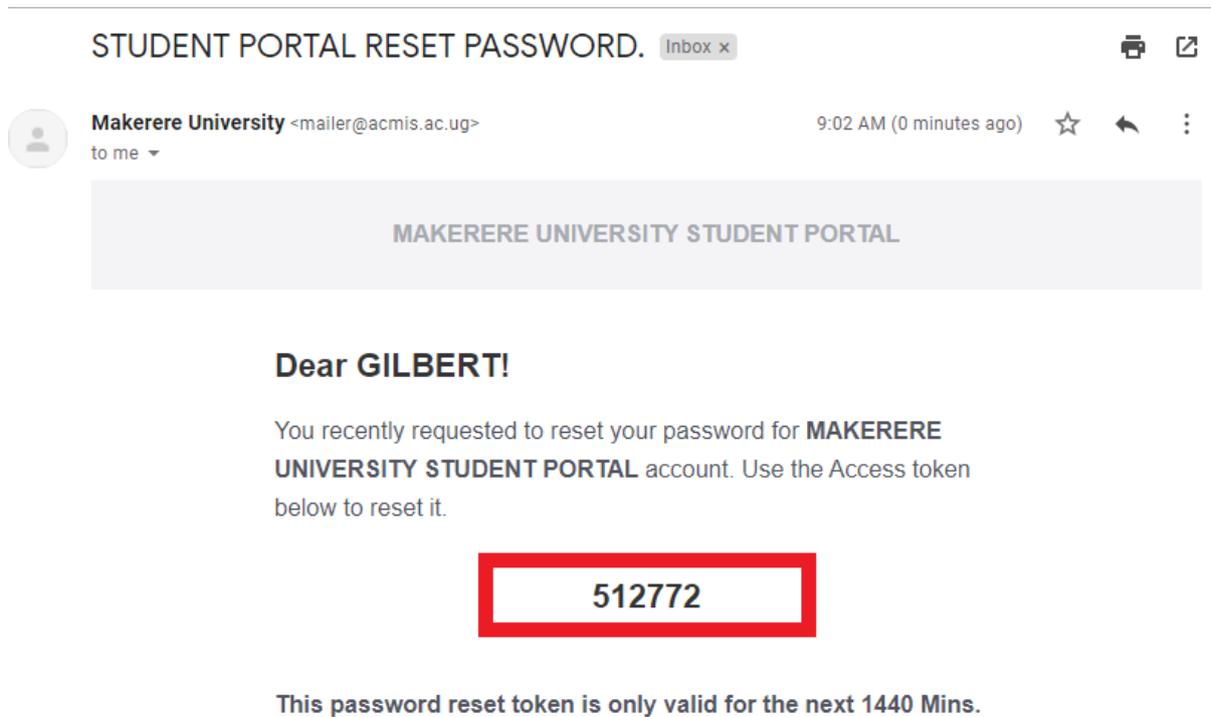
1700707489

REQUEST TOKEN

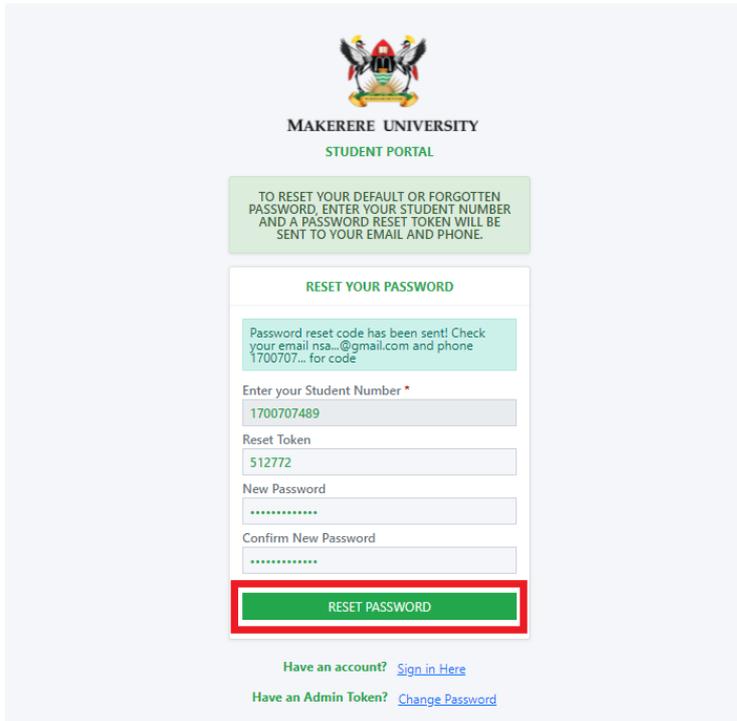
Have an account? [Sign in Here](#)

Have an Admin Token? [Change Password](#)

A password reset token will be sent to your email address and the phone number which you provided during application. Ensure that you have access to these two. The token will look as pictured below;



STEP 3: Input the token in the “Reset Token” field. In the “New Password” field, create a strong password for your account and repeat it in the “Confirm New Password” field and then click the “RESET PASSWORD” button.

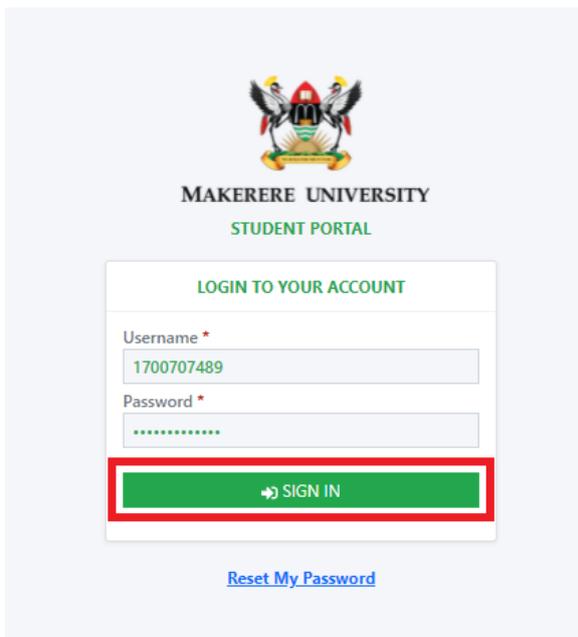


The image shows the 'RESET YOUR PASSWORD' form on the Makerere University Student Portal. At the top is the university's crest and logo. Below it, a green box contains instructions: 'TO RESET YOUR DEFAULT OR FORGOTTEN PASSWORD, ENTER YOUR STUDENT NUMBER AND A PASSWORD RESET TOKEN WILL BE SENT TO YOUR EMAIL AND PHONE.' The form itself has a title 'RESET YOUR PASSWORD' and a success message: 'Password reset code has been sent! Check your email nsa...@gmail.com and phone 1700707... for code'. It includes input fields for 'Enter your Student Number *' (with '1700707489' entered), 'Reset Token' (with '512772' entered), 'New Password' (with dots), and 'Confirm New Password' (with dots). A green 'RESET PASSWORD' button is highlighted with a red border. At the bottom, there are links: 'Have an account? [Sign in Here](#)' and 'Have an Admin Token? [Change Password](#)'.

Note: When this stage is complete, your account will be set and the system will prompt you to login.

STEP 4: SIGN IN to your Account

Input your student number as the “**Username**” and the password you just created as the “**Password**” and then click the “**SIGN IN**” button.



The image shows the 'LOGIN TO YOUR ACCOUNT' form on the Makerere University Student Portal. At the top is the university's crest and logo. Below it, a white box contains the title 'LOGIN TO YOUR ACCOUNT'. It includes input fields for 'Username *' (with '1700707489' entered) and 'Password *' (with dots). A green 'SIGN IN' button with a right-pointing arrow is highlighted with a red border. Below the form is a blue link: '[Reset My Password](#)'.

FINALLY: Congratulations! Your Account will look like this one below;

The screenshot displays the student portal interface for Makerere University. On the left is a navigation menu with options like 'Get Payment REF', 'Check PRN Status', 'Enrollment & Reaistration', 'Enroll or Reqister', 'Enrollment History', 'Reaistration History', 'Miqrated History', 'Payments', 'My Programme', 'Services', 'Bio Data', and 'Academic Calendar'. The main content area shows the student's profile (GILBERT NSANZIMANA, STUDENT NO.: 1700707489) and program details (PROGRAMME: (BSTE) - BACHELOR OF SCIENCE IN TELECOMMUNICATION ENGINEERING). It indicates the current year is 2021/2022 and the current semester is SEMESTER I, with status buttons for 'NOT ENROLLED' and 'NOT REGISTERED'. The 'A/C BAL: 0/= ' is also shown. The 'ENROLLMENT' section features a form to 'ENROLL FOR SEMESTER I, 2021/2022' with dropdowns for 'YEAR OF STUDY *' and 'ENROLLING AS? *', and a 'HAVE RETAKES? *' dropdown set to 'No'. An 'ENROLL NOW' button is present at the bottom right of the form.

END