



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

Step 01: Access to Online Admission Application Website  
For Account Creation and other Related Information please  
visit: <http://admissions.uop.edu.pk>

The following page will be displayed.

The screenshot displays the online admission application website for the University of Peshawar. On the left, there is a large image of the university's main building, a grand structure with multiple domes and minarets, set against a blue sky with clouds. Above the building, the university's logo and name 'University of Peshawar' are visible. On the right side of the page, there is a 'Create an account' section. It includes a 'Login' button in the top right corner. Below the heading, it says 'Enter your information below to register:'. There are three input fields for 'Email Address', 'Password', and 'Confirm Password'. Below these is a CAPTCHA image showing the text 'dmx53y' with a green circular arrow icon. A text input field for 'Type the text:' is provided. A green 'Create Account' button is at the bottom of the form. Below the button, it says 'For inquiry please contact at: admission.faq@uop.edu.pk'. At the very bottom, it says 'Copyright © 2019 CMS-UOP'.



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

### Step 02: Account Creation

Click Create account button to create your account.  
Follow the instructions and fill the following fields.

Click here to create an account

Create account

Login

Enter your information below to login.

Email Address

Password

Login

[Forgot password?](#)

For inquiry please contact at [admissions@uop.edu.pk](mailto:admissions@uop.edu.pk)



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**2.1.** Enter a valid Email address where you will receive an activation link.

The screenshot shows a registration form titled "Create an account" with the instruction "Enter your information below to register:". The form includes five input fields and a final button, each with a numbered instruction box pointing to it:

- 1. Enter a Valid Email address**: Points to the "Email Address" input field.
- 2. Enter your desired password**: Points to the "Password" input field.
- 3. Re-enter your password to confirm**: Points to the "Confirm Password" input field.
- 4. Type the text as it is.**: Points to a CAPTCHA field labeled "Type the text:" which displays the text "CIR6eY" and a green circular arrow icon.
- 5. Click on Create Account**: Points to the green "Create Account" button at the bottom.

Additional elements on the page include a "Login" button in the top right corner and a "Create an account" heading.



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

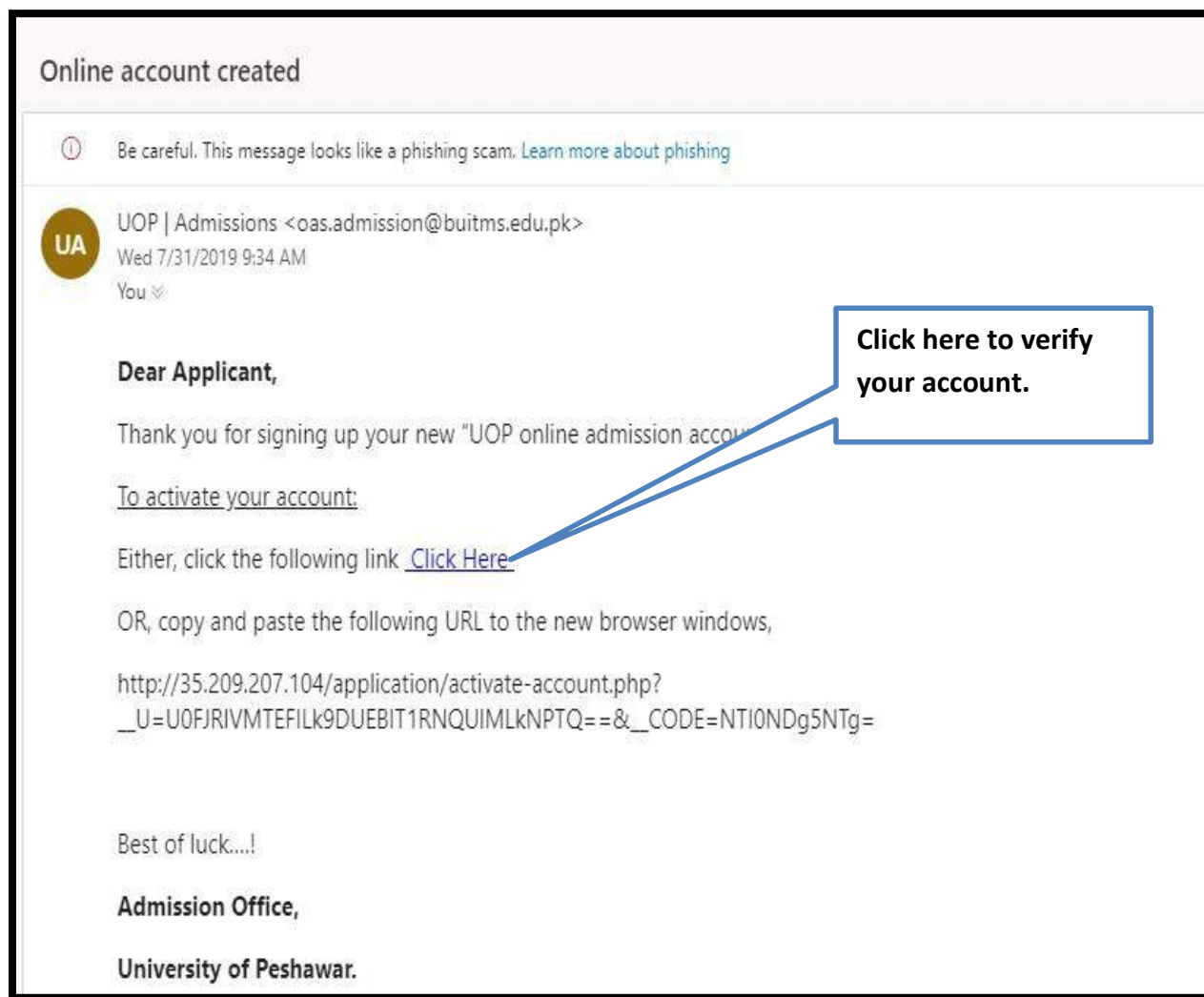
**2.2.** A Success message will be displayed on the page after successful account creation.

The screenshot shows a web page for creating an account. At the top right is an orange 'Login' button. The main heading is 'Create an account' with the subtext 'Enter your information below to register:'. A green success message box displays '[SUCCESS-MSG-0013] Your account is created kindly check your email for activation link.' A blue callout box points to this message with the text 'You have to check your email for account verification.' Below the message are three input fields: 'saifullah.ocp@hotmail.com', 'Password', and 'Confirm Password'. At the bottom is a CAPTCHA image showing the text 'zdDH75' and a green circular arrow icon. Below the CAPTCHA is a text input field with the label 'Type the text:'.



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

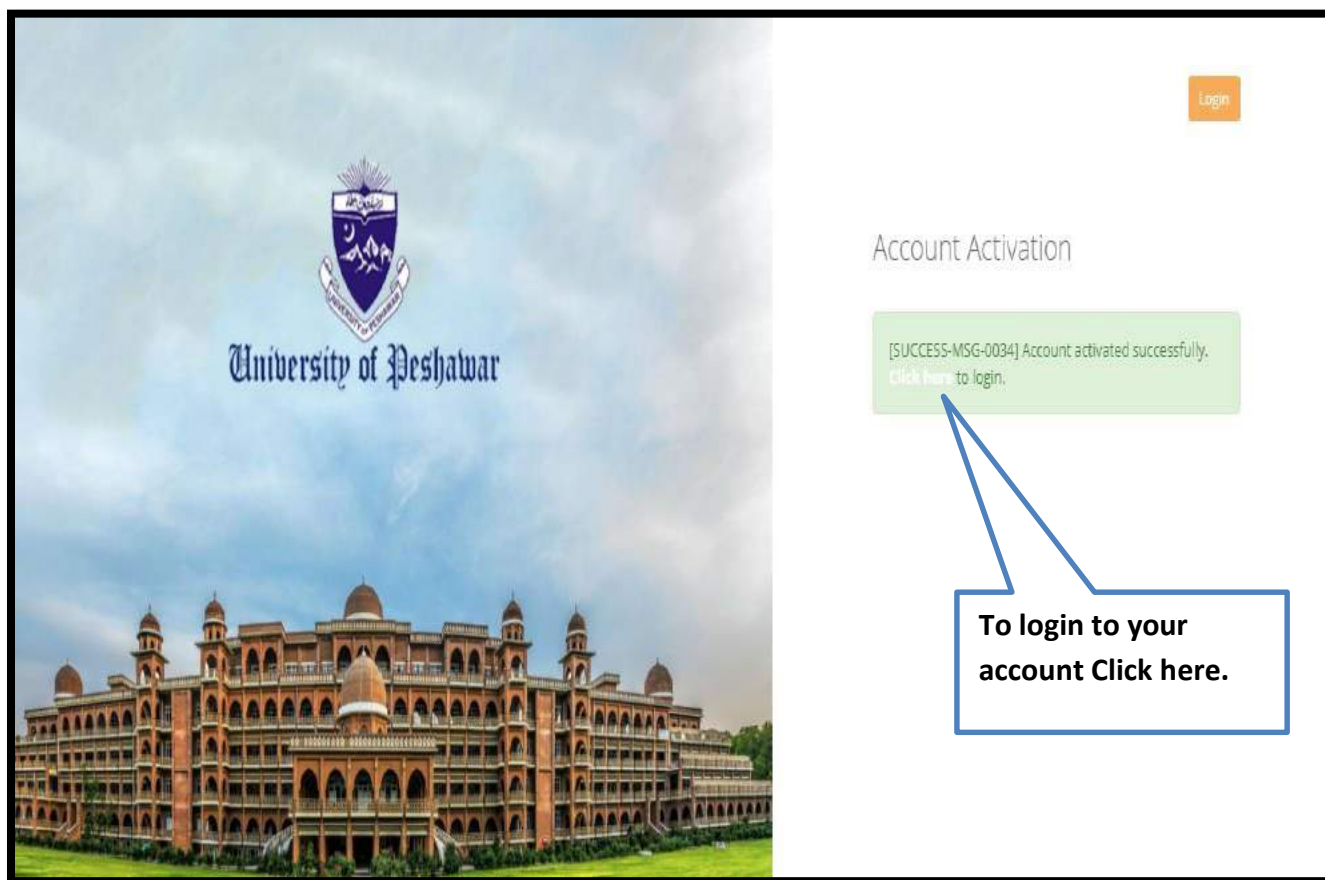
**2.3.** Open your email and follow the instructions to verify your account. (Please check your email INBOX and SPAM folders for activation email)





## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**2.4.** Account successful activation message will be displayed to you after your email account verification.







## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**2.5.** To Login you have to enter your email address and password which you have created in previous steps.

The screenshot shows the login interface of the University of Peshawar. On the left is a large image of the university's main building. On the right is the login form. Three numbered callouts are present:

- 1. Your email address**: Points to the 'Email Address' input field.
- 2. Your Password**: Points to the 'Password' input field.
- 3. Click Login**: Points to the green 'Login' button.

Other visible elements include a 'Create account' button at the top right, a 'Forgot password?' link, and a contact email 'admissions@uop.edu.pk' at the bottom.



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**2.5.** After successful Login you have to download the guideline to fill online admission application.

1. Click here to select undergraduate admissions

Click View Button to view admission application Guideline.

S.#	Program	Session	Deadline	Guideline
1	Undergraduate Admissions Fall 2019	Fall   2019	Wednesday, July 31, 2019   17:00	<a href="#">View</a>

2. Click here to select your Program





## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**2.6.** To open your application form click on Open.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Program Applied

S.#	Program	Session	Tracking ID	Apply Date	Application Status	Submission Date		
1	Undergraduate Admissions Fall 2019	Fall   2019	01-2019-1-00922105	Wednesday, July 31, 2019   15:50	In Process		Open	Guideline

[INFO-MSG-0003] To apply for more programs click here

Click here to open your application form



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

### Step 03: Academic Record

Now complete your “Academic Record”

**Note: - Star (\*) fields are mandatory.**

**3.1.** Please ENTER Intermediate/Equivalent certificate information CAREFULLY, Programs will be filter out as per eligibility and your previous education. (Reference Admission Advertisement: if applicable, select your relevant subject from the additional subject section).

University of Peshawar

Apply for New Program  
Applied Program(s)  
Change Password  
Logout

Image Not Found

Tracking ID: 01-2019-1-02913505  
Username: hatmahattakonee@gmail.com  
Phone: -  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
-  
-

0%

Degree Information ( Intermediate/equivalent certificate information)

\* Degree Type: Degree  
\* Degree Level: Higher School Secondary Certi  
\* Degree: F.A  
\* Preference/Major: Humanities  
\* Board/University: [Select an Option]

Marks Information

\* Starting Year: [Select an Option]  
\* Passing Year: [Select an Option]  
\* Roll Number/Candidate Number:  
\* Grading: [Select an Option]  
\* Total Loading ...  
\* Obtained Loading ...

Additional Subjects

Subjects: [Select an Option]

Academic Main Save & Complete Section

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**3.2.** Enter the required data for “Higher School Secondary Certificate (Intermediate/A Level/HSSC)” degrees respectively.

**1. Select Diploma or Degree.**

**2. Save this section**

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Tracking ID: 01-2019-1-0022165

Username: safulian.ocp@hotmail.com

Phone: -

Application Status: Not Submitted

Program Group

Undergraduate Admissions Fall 2019

Fall 2019

Current Address

0%

**Degree Information**

\* Degree Type [Select an Option]

\* Degree Level [Select an Option]

\* Degree [Select an Option]

\* Preference/Major [Select an Option]

\* Board/University [Select an Option]

**Marks Information**

\* Starting Year [Select an Option]

\* Passing Year [Select an Option]

\* Grading [Select an Option]

\* Roll Number/Candidate Number

\* Total Marks

\* Obtained Marks

Academic Main

Save & Complete Section

Copyright © 2019 CMS-UIOP



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 04: Program of Study

**4.1.** Click “Program of Study” to select your desired program that you are applying to.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Tracking ID: 01-2019-1-00922105  
Username: saifullah.oop@hotmail.com  
Phone: -

Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address

5%

Click here

**Program of Study**  
Last Update:

**Personal Information**  
Last Update:

**Guardian Information**  
Last Update:

**Academic Record**  
Last Update: July , 31 2019 04:49:24 PM

**Quota**  
Last Update:

**Test Record**  
Last Update: July , 31 2019 04:49:24 PM

**Upload Photograph**  
Last Update: July , 31 2019 04:49:24 PM

**Undertaking**

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

**Submit Application**

Copyright © 2019 CMS-UOP

**Helpdesk**  
Please contact us if you have any question?  
admissions@uop.edu.pk

**Quick Links**  
Prospectuses  
Brochures

**Guidelines**  
Any confusion while submitting application form? Our guidelines will help you step by step

**View Guideline**



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**4.2.** On “Program of Study” page select Faculty/program/Campus. (Reference Admission Advertisement). [Faculty and Program Details](#)

The screenshot shows the 'Program of Study' page of the University of Peshawar's online admission system. The page includes a sidebar with navigation links, a header with user information and a progress indicator, and a main content area with selection dropdowns and a program list table.

**1. Select Faculty**

**2. Select Program**

**3. Select as Main Campus**

**4. Click here to add in program list**

**Application Form** **Log out**

Image Not Found

Tracking ID: 01-2019-1-00922105  
Username: saifullah.ocp@hotmail.com  
Phone: -

Application Status: Not Submitted

Program Group: Undergraduate Admissions Fall 2019  
Current Address: Fall 2019

5%

Select Program of Study

\* Faculty [Select an Option]

\* Program [Select an Option]

\* Campus [Select an Option]

Add Program to List

Selected Program List

S.#	Faculty	Program	Campus	Fee	Preference	Action
				Total (Rs.)	0	

Application Form **Save & Complete Section**

Copyright © 2019 CMS-UOP



**Note: Repeat above steps for applying in another program(s).**

**5. Assign "Preference No. to each program applied**

**6. Click “Save & Complete section” to proceed \ further**



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 05: Personal Information

**5.1.** Click “Personal Information” to enter your Personal details.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Tracking ID: 01-2019-1-00922105  
Username: saifulah.ocp@hotmail.com  
Phone: -  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
-  
-  
-

25%

**Program of Study**  
@ Last Update: July, 31 2019 05:30:13 PM  
Completed

**Personal Information**  
@ Last Update: -  
Click here

**Guardian Information**  
@ Last Update: -  
Pending

**Academic Record**  
@ Last Update: July, 31 2019 05:30:13 PM  
Pending

**Quota**  
@ Last Update: -  
Pending

**Test Record**  
@ Last Update: July, 31 2019 05:30:13 PM  
Pending

**Upload Photograph**  
@ Last Update: July, 31 2019 04:49:24 PM  
Pending

**Helpdesk**  
Please contact us if you have any question?  
✉ admissions@uop.edu.pk

**Quick Links**  
📄 Prospectuses  
📄 Brochures

**Guidelines**  
Any confusion while submitting application form? Our guidelines will help you step by step  
📄 View Guideline

**Undertaking**

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

**Submit Application**

Copyright © 2019 CMS-UOP





## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

### 5.2. Enter your name as per your SSC Certificate/DMC.

The screenshot displays the 'Application Form' for the University of Peshawar. The form is titled 'Image Not Found' and shows a progress bar at 25%. The form is divided into several sections: Biographical Data, Nationality Information, Permanent Address, Postal/Mailing Address, District of Local/Domicile Information, Contact Details, and Undertaking. The form includes various input fields, dropdown menus, and checkboxes. Annotations with numbered boxes provide instructions on how to fill out the form.

**1. Star (\*) fields are mandatory**

**2. If both Mailing and Permanent address are same enable this check**

**3. Provide correct contact details, so that you can receive message alerts and notification in future.**

**4. After filling all required fields, enable check of undertaking**

**5. Click save & complete section**



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 06: Guardian Information

**6.1.** Click “Guardian Information” to enter your Guardian details.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Saif Ullah

Tracking ID: 01-2019-1-00922105

Username: saif.ullah.ocp@hotmail.com

Phone: 0345-9590832

Application Status: Not Submitted

Program Group

Undergraduate Admissions Fall 2019

Fall 2019

Current Address

Shaheen Town

Khyber Pakhtun Khwa

Peshawar, Pakistan

45%

Program of Study

© Last Update: July, 31 2019 05:30:13 PM

Completed

Personal Information

© Last Update: July, 31 2019 05:48:05 PM

Completed

Guardian Information

© Last Update:

Pending

Academic Record

© Last Update: July, 31 2019 05:30:13 PM

Pending

Quota

© Last Update:

Pending

Test Record

© Last Update: July, 31 2019 05:30:13 PM

Pending

Upload Photograph

© Last Update: July, 31 2019 04:49:24 PM

Pending

Helpdesk

Please contact us if you have any question?

admissions@uop.edu.pk

Quick Links

Prospectuses

Brochures

Guidelines

Any confusion while submitting application form? Our guidelines will help you step by step

View Guideline

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

Submit Application

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**6.2:** Enter complete detail of father and guardian (if applicable) in this section.

**1. Enter either  
"CNIC No or  
Passport No"**

**2. If both Father and  
guardian are same  
click here**

**3. Click "Save &  
Complete Section"  
to proceed further**

**Note:** - Enter all the required fields and verify.



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 07: Academic Record

7.1. Click “Academic Record” to enter your Academic Record details.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Saif Ullah

Tracking ID: 01-2019-1-00922105

Username: saifulah.ocp@hotmail.com

Phone: 03-45-9590832

Application Status: Not Submitted

Program Group

Undergraduate Admissions Fall 2019

Fall 2019

Current Address

ShahoonTown

Khyber Pakhtun Khwa

Peshawar, Pakistan

65%

Program of Study

Completed

Personal Information

Completed

Guardian Information

Completed

Academic Record

Pending

Quota

Pending

Test Record

Pending

Upload Photograph

Pending

Click here

Helpdesk

Please contact us if you have any question?

admissions@uop.edu.pk

Quick Links

Prospectuses

Brochures

Guidelines

Any confusion while submitting application form? Our guidelines will help you step by step.

View Guideline

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

Submit Application

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**7.2.** Enter the required data for “Secondary School Certificate (SSC, O'Level, 10th grade)” degrees respectively.

The screenshot shows the online admission application form for the University of Peshawar. The user is Saif Ullah, with a tracking ID of 01-2019-1-00922105. The application status is "Not Submitted". The program group is "Undergraduate Admissions Fall 2019". The current address is "ShaheenTown, Khyber Pakhtun Khwa, Peshawar, Pakistan". A progress bar shows 65% completion.

**1. Add SSC Degree Record** (Annotation pointing to the "Add New Degree" button)

**2. Read "Undertaking" carefully and enable this check** (Annotation pointing to the checkbox in the Undertaking section)

**3. Click "Save & Complete section" to proceed further** (Annotation pointing to the "Save & Complete Section" button)

**Secondary School Certificate (SSC, O'Level, 10th grade)**

S.#	Degree Type	Degree	Preference/Major
Currently no "Secondary School Certificate" degree/diploma added.			

**Higher School Secondary Certificate (HSSC, A'Level, 12th grade, Diploma)**

S.#	Degree Type	Degree	Preference/Major
1	Degree	F.Sc.	Pre-Medical

**Undertaking**

☐ I hereby confirm that the information provided by me under academic record section is true and to the best of my knowledge. I understand and agree that providing false information, misrepresentation or omissions of facts may result in a rejection of my application.

Application Form **Save & Complete Section**

Copyright © 2019 CMS-UOP

**7.3:** “Add New Degree” again and enter the required data for “Secondary School Certificate (SSC, O'Level, 10th grade)” Degree.



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 08: Quota

8.1. Click “Quota” to select your [Quota Details](#).

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Saif Ullah  
Tracking ID: 01-2019-1-00922105  
Username: saifulah.ocp@gmail.com  
Phone: 0345-9590632  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
Shaheen Town  
Khyber Pakhtun Khwa  
Peshawar, Pakistan

75%

Program of Study  
Last Update: July, 31 2019 08:30:13 PM  
Completed

Personal Information  
Last Update: July, 31 2019 05:48:05 PM  
Completed

Guardian Information  
Last Update: July, 31 2019 06:06:10 PM  
Completed

Academic Record  
Last Update: July, 31 2019 06:31:17 PM  
Completed

Quota  
Last Update:  
Click here  
Pending

Test Record  
Last Update: July, 31 2019 06:31:17 PM  
Pending

Upload Photograph  
Last Update: July, 31 2019 06:31:17 PM  
Pending

Helpdesk  
Please contact us if you have any question?  
admissions@uop.edu.pk

Quick Links  
Prospectuses  
Brochures

Guidelines  
Any confusion while submitting application form? Our guidelines will help you step by step  
View Guideline

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

Submit Application

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

### 8.2. Select your relevant Quota from the list of Quotas..

University of Peshawar

Image Not Found

Saif Ullah  
Tracking ID: 01-2019-1-00922105  
Username: saifullah.ocp@hotmail.com  
Phone: 0345-9590832  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
Shaheen Town  
Khyber Pakhtun Khwa  
Peshawar, Pakistan

75%

1. To Select your Quota click here

Select Quota (Kindly Complete Program of Study and Personal Information Sections first.)

\* Quota [Select an Option]

Search

- ☐ Peshawar University Employee Children
- ☐ Islamia College University Employee Children
- ☐ University Centers Employee Children
- ☐ The Agriculture University Employee Children
- ☐ Army
- ☐ Sports
- ☐ Superior Judge Children
- ☐ Subordina Judge Children
- ☐ Advocate Judge Children
- ☐ Open

Undertaking

☐ I hereby confirm that the in my knowledge.

Application Form

Save & Complete Section

2. Read "Undertaking" carefully and enable this check

3. Click "Save & Complete section" to proceed further

Copyright © 2019 CMS-UOP





# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 09: Test Record

### 9.1. Click “Test Record” to select your Test details.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Saif Ullah

Tracking ID: 01-2019-1-00922165

Username: saifullah.acp@hotmail.com

Phone: 0345-6500032

Application Status: Not Submitted

Program Group

Undergraduate Admissions Fall 2019

Fall 2019

Current Address

ShahenTown

Khyber Pakhtun Khwa

Peshawar, Pakistan

84%

Program of Study

Last Update: July, 31 2019 05:30:13 PM

Completed

Personal Information

Last Update: August, 01 2019 08:23:23 AM

Completed

Guardian Information

Last Update: July, 31 2019 09:06:10 PM

Completed

Academic Record

Last Update: July, 31 2019 06:31:17 PM

Completed

Quota

Last Update: August, 01 2019 08:29:20 AM

Completed

Test Record

Last Update: July, 31 2019 06:31:17 PM

Pending

Click here

Upload Photograph

Last Update: July, 31 2019 06:31:17 PM

Pending

Helpdesk

Please contact us if you have any question?

admissions@uop.edu.pk

Quick Links

Prospectuses

Brochures

Guidelines

Any confusion while submitting application form? Our guidelines will help you step by step

View Guideline

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

Submit Application

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

**9.2.** This section will require the details of External test score.

**Note: Other than BS LAW and BS ART & DESIGN just check the checkbox in undertaking section.**

University of Peshawar

Image Not Found

Saif Ullah  
Tracking ID: 01-2019-1-00922105  
Username: saifullah.ocp@hotmail.com  
Phone: 0345-9590832  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
ShaheenTown  
Khyber Pakhtun Khwa  
Peshawar, Pakistan

84%

1. Click here

Add New Exam

External Exam

S.#	Type	Exam	Attempt Status
Currently no information added.			

Undertaking

☐ I hereby confirm that the information provided by me under academic record section is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of my application.

Application Form Save & Complete Section

Copyright © 2019 CMS-UOP

**9.3.** This section will require the details of External test score.

University of Peshawar

Image Not Found

Saif Ullah  
Tracking ID: 01-2019-1-00922105  
Username: saifullah.ocp@hotmail.com  
Phone: 0345-9590832  
Application Status: Not Submitted

Program Group  
Undergraduate Admissions Fall 2019  
Fall 2019

Current Address  
ShaheenTown  
Khyber Pakhtun Khwa  
Peshawar, Pakistan

84%

1. Select "Departmental Test for Art & Design" in case of BS Art & Design, OR select "LAT for BS Law" in case of BS LAW.

2. Select "Taken", if you have a valid LAT score. Otherwise, select "Consider for UOP Departmental Test."

3. Click "Save & Complete section" to proceed further

External Test

\* Exam [Select an Option]

\* Exam Attempt Status [Select an Option]

Test Main Save & Complete Section

© 2019 CMS-UOP



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 10: Upload Photograph

**10.1.** Click “Upload Photograph” to Upload your Photo.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Image Not Found

Saif Ullah

Tracking ID: 01-2019-1-00922105

Username: saifulan.ccp@hotmail.com

Phone: 0345-9590832

Application Status: Not Submitted

Program Group

Undergraduate Admissions Fall 2019

Fall 2019

Current Address

Shaheen Town

Khyber Pakhtun Khwa

Peshawar, Pakistan

94%

Program of Study

Completed

Personal Information

Completed

Guardian Information

Completed

Academic Record

Completed

Quota

Completed

Test Record

Completed

Upload Photograph

Pending

1. Click here

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully, by clicking submission button I won't be able to edit and modify any information.

Submit Application

Helpdesk

Please contact us if you have any question?

admissions@uop.edu.pk

Quick Links

Prospectuses

Brochures

Guidelines

Any confusion while submitting application form? Our guidelines will help you step by step

View Guideline

Copyright © 2019 CMS-UOP



## USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

### 10.2. Click “Upload Photograph” to Upload your Photo.

The screenshot shows the application form for Saif Ullah. The top navigation bar includes 'Application Form' and 'Log out'. The user's profile information is displayed at the top, including the tracking ID, username, phone number, program group, and current address. A progress indicator shows 94% completion. The 'Applicant' section contains a table with one row for 'Recent Photographs'. The 'Document' column shows a 'Choose File' button and file specifications. The 'Status' column shows 'Not Uploading' and a 'File Name' field. The 'Action' column has an 'Upload' button. A callout box points to the 'Choose File' button with the text '1. Click here and select your photo'. Another callout box points to the 'Upload' button with the text '2. Click Upload'. At the bottom right, there are buttons for 'Application Form' and 'Save & Complete Section'.

S.#	Document	Status	Action
1	Recent Photographs <a href="#">Choose File</a> No file chosen Max File Size (0.5 MB) File Format: (jpeg,jpg,png)	Not Uploading File Name: **	Upload

**Note: - When you have upload your Photo than Save & Complete Section.**

The screenshot shows the application form after the photo has been successfully uploaded. A green message box at the top states '[SUCCESS-MS0-0025] Document uploaded successfully'. The 'Applicant' table now shows the 'Recent Photographs' document as 'Uploaded' with the file name '17264749\_10155082627009663\_8858901240333196238\_n.jpg'. The 'Action' column still has an 'Upload' button. A callout box points to the 'Save & Complete Section' button with the text '3. Click" Save & Complete section" to proceed further'. The 'Application Form' button is also visible at the bottom right.

S.#	Document	Status	Action
1	Recent Photographs <a href="#">Choose File</a> No file chosen Max File Size (0.5 MB) File Format: (jpeg,jpg,png)	Uploaded File Name: 17264749_10155082627009663_8858901240333196238_n.jpg	Upload



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 11: Submit Application

**11.1.** Click “Submit Application” to Submit your Application.

University of Peshawar

Apply for New Program

Applied Program(s)

Change Password

Logout

Saif Ullah

Tracking ID: 01-2019-1-00922105

Username: saifulah.ocp@hotmail.com

Phone: 0345-9590832

Application Status: Not Submitted

Program Group: Undergraduate Admission Fall 2019

Current Address

1. Status color of all sections must be green

99%

Helpdesk

Please contact us if you have any question?

admissions@uop.edu.pk

Quick Links

Prospectuses

Brochures

Guidelines

Any confusion while submitting application form? Our guidelines will help you step by step

View Guideline

Program of Study

Last Update: July, 31 2019 05:30:13 PM

Completed

Personal Information

Last Update: August, 01 2019 08:23:23 AM

Completed

Guardian Information

Last Update: July, 31 2019 06:06:10 PM

Completed

Academic Record

Last Update: July, 31 2019 06:31:17 PM

Completed

Quota

Last Update: August, 01 2019 08:39:20 AM

Completed

Test Record

Last Update: August, 01 2019 09:32:20 AM

Completed

Upload Photograph

Last Update: August, 01 2019 09:53:43 AM

Completed

Undertaking

☐ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.

☐ I agree to abide by all the rules and regulations enforced by UOP from time to time.

☐ I understand that I have gone through with the information provided in this form very carefully; by clicking submission button I won't be able to edit and modify any information.

Submit Application

2. Read undertaking very carefully and enable all check boxes.

3. Click “Submit Application”

Copyright © 2019 CMS-UOP

**Note: - No Changes Can Be Done After Submission Of Application.**



# USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20

## Step 12: Procedure to Print Application, Voucher and Address Slip

The screenshot displays the online admission application portal for the University of Peshawar. The user, Saif Ullah, has completed all sections of the application form, as indicated by the 100% completion status and the 'Completed' label next to each section. A callout box points to the 'Application Documents' section, instructing the user to take a print of all these documents and follow the instructions.

**1. Take print of all these documents and follow the instructions**

**Application Documents:**

- Application Form (PDF)
- Fee Voucher
- Address Slip

**Completed Sections:**

- Program of Study
- Personal Information
- Guardian Information
- Academic Record
- Quota
- Test Record
- Upload Photograph

**Undertaking:**

- ☒ I hereby confirm that the information provided by me in this application form is true and to the best of my knowledge. I understand and agree that any false information, misrepresentation or omissions of facts may result in a rejection of admission or expulsion from the University.
- ☒ I agree to abide by all the rules and regulations enforced by UOP from time to time.
- ☒ I understand that I have gone through with the information provided in this form very carefully, by clicking submission button I won't be able to edit and modify any information.

**Quick Links:**

- Prospectuses
- Brochures

**Guidelines:**

Any confusion while submitting application form? Our guidelines will help you step by step.

[View Guideline](#)

Copyright © 2019 CMS-UOP



## **USER MANUAL for Online Admission Application for BS Programs, University of Peshawar 2019-20**

**12.1. Click “Print Application” and download the pdf form, attach all documents in hard form as mentioned in the page-2 of form in Check list items.**

**12.2. Click “Print Voucher” and download fee voucher. Deposit the same in any United Bank Limited branch and paste a copy of voucher on page-3 of application form.**

**12.3. Click “Print Address Slip” to download the pdf. Paste the address slip on the envelope containing the complete application set and send it to mentioned address.**

**NOTE: - Printed Application Form along with original paid fee voucher, attested copies of documents, and three attested 03 passport size photographs shall be submitted to Admission Office, Room No. 102, Main Administration Block, University of Peshawar, on or before last date.**

**-----Good luck-----**