



TVET Student Manual

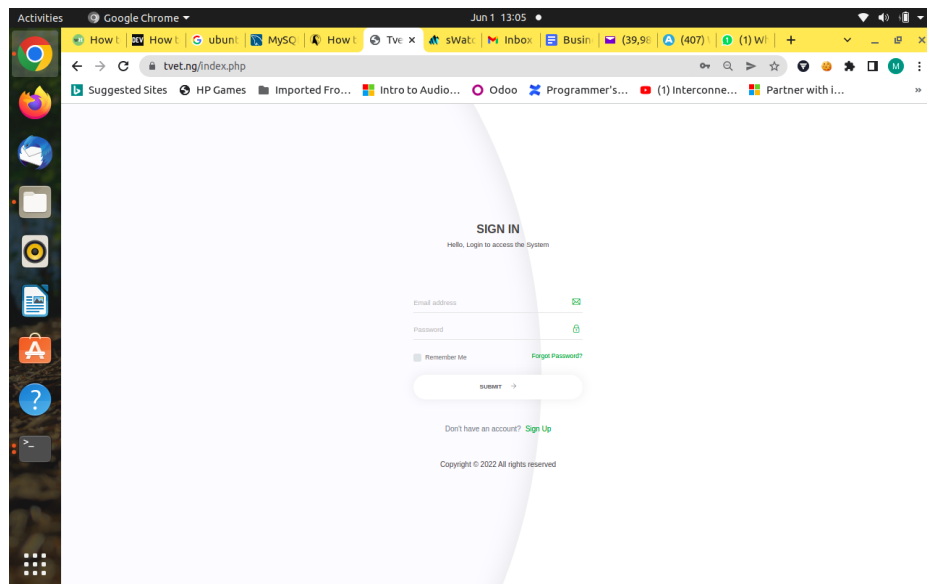
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Overview

Staff are allowed to register on the platform for their institutions. Once staff have registered they would be able to login to their dashboard to change data on their accounts. Upon registration, their accounts would be verified by the institution administrator(s).

A. Staff Registration

1. Go to <https://tvvet.ng>.



2. Click on the “**Sign up**” link.
3. Click on the “**Staff Account**” button.
4. A form as shown in the image below would be presented for you to fill. Please fill the form from top to bottom.

Staff Details

Staff Personal Detail Form

Type of Institution: POLYTECHNIC

Name of Institution: Abdu Owasu Polytechnic, Takusa Mullera

Staff Category: Non-Academic

Surname: [Empty] Other Names: [Empty] Upload Picture: [Choose File] No file chosen

Date of Birth: mm/dd/yyyy Department: Accountancy Pay Grade: Commise 1

Marital Status: Married Single Divorced Widowed Number of Children: [Empty]

Personal File No.: [Empty] NIN: [Empty]

Sex: Male Female

Nationality: Nigerian State of Origin: - Select - Local Government Area: Abaj

Email: [Empty] Phone Number (provide with correct # more than 1): [Empty]

Residential Address: Please input your Address

5. After completing the form, click on the **“Submit”** button as shown in the image below.

Add Employee Details

Date of First Employment: mm/dd/yyyy

Employer: Federal Government State Government Local Government Private Sector Self Employed

Date of Appointment to this Institution: mm/dd/yyyy Mode of Appointment: Full Time Part Time

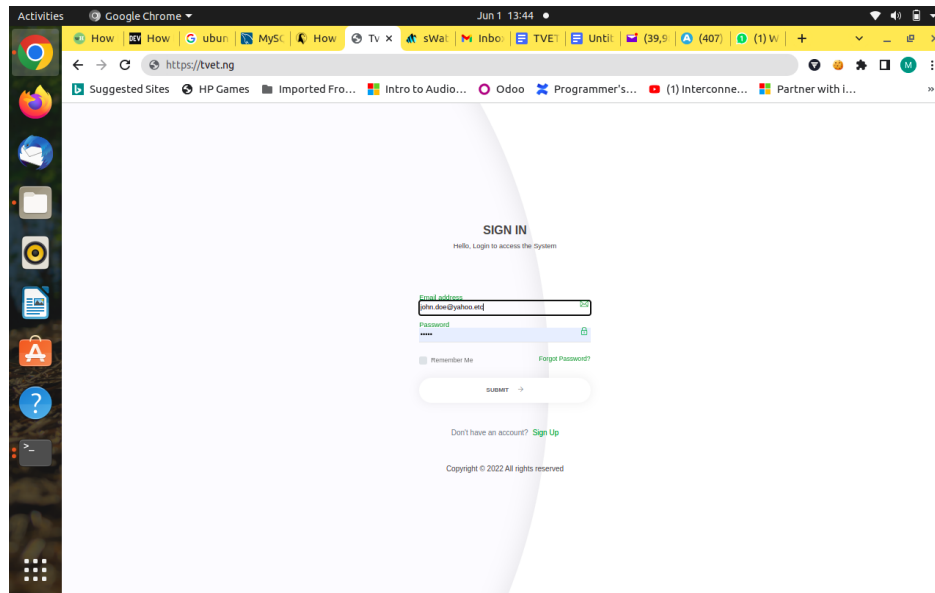
Type of Appointment: Promotionable Temporary Contract

Promotion Status: Promoted

6. Once you have successfully registered, you would receive a verification email asking you to click on the link contained in the mail. Once your email address has been verified and your institution’s administrator has verified your account, you would receive another mail with your unique username and password, along with instructions on how to login to your dashboard to modify your data.

B. Modifying Staff details

1. Go to <https://tvet.ng> and fill the form, providing your unique username and password in the fields provided on the page as shown in the image below. Click on the “**Submit**” button after entering your login details.



2. You should now be on your dashboard, it should look as depicted in the image below. You could make changes to your data and click on the “**Save**” button to commit any changes made to your data.

Activities Google Chrome Jun 1 13:46

tvet.ng/student_dash.php


Suggested Sites HP Games Imported Fro... Intro to Audio... Odoos Programmer's... (1) Interconne... Partner with i...

Search...

Student Dashboard Home / My Details Hello Azu Michael Nweke

Student Personal Detail Form

Type of Institution POLYTECHNIC	Name of Institution Abdu Gusau Polytechnic, Talata Mafara	Entry Level ND
Surname Azu	Other Names Michael Nweke	Add Email Address m.azu@legendmail.ng
Nationality Nigerian	State of Origin Delta	Local Government Area: Aniocha South
Sex: <input checked="" type="radio"/> Male <input type="radio"/> Female	Registration Number 53394857756	
Married: <input type="radio"/> Yes <input checked="" type="radio"/> No	Date of Birth 02/19/2003	
Home Town	Home Address	Phone Number
Name of Parent / Guardian	Address of Parent /Guardian	NIN



Choose File No file chosen