? Accreditation Application Guide

From sign-up to certificate download — simple steps for schools

? Print Guide

1

Create an Account

Register your institution using a valid email address.

- Visit the login page
- Click “Register”
- Fill institution details
- Verify your email

Step image

2

Submit Accreditation Application

Start a new application and provide programme details.

- Select programme
- Choose application type
- Confirm fee summary

Step image

3

Upload Documents

Upload all required academic and institutional documents.

- Curriculum
- Staff details
- Facilities evidence

Step image

4

Payment, Confirmation & Studyform

Make payment for the application. Inspection only proceeds after payment is confirmed.

- Generate invoice
- Complete payment
- Payment status confirmed
- Fill studyform

Step image

5

Review & Inspection

Inspectors and reviewers assess your submission.

- Inspectors assigned
- Inspection scheduled

- Feedback via notifications

Step image



Accreditation Decision (Admin Page)

Final approval decision is issued.

- Approved / Interim / Probation
- Automatic notification
- Status on dashboard

Step image



Download Certificate

Download your accreditation certificate once approved.

- Go to Accreditations
- Click Download Certificate
- Save or print PDF

Step image

Need Assistance?

Download the full guide or chat with our support team.

? Download PDF Guide ? Chat with Support