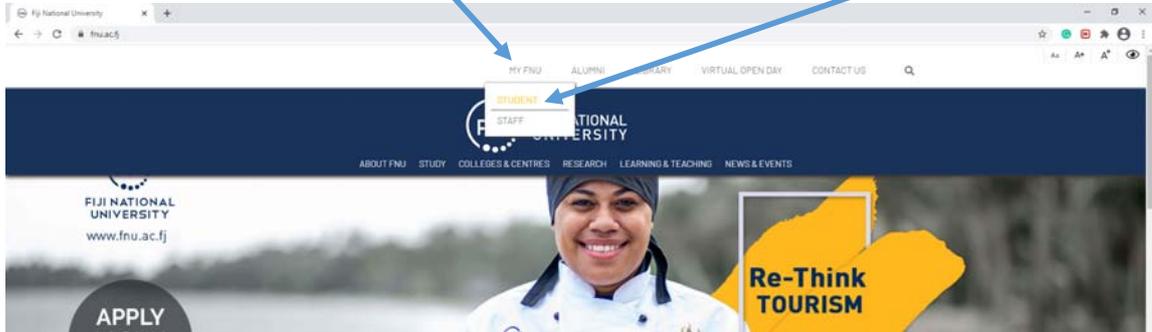


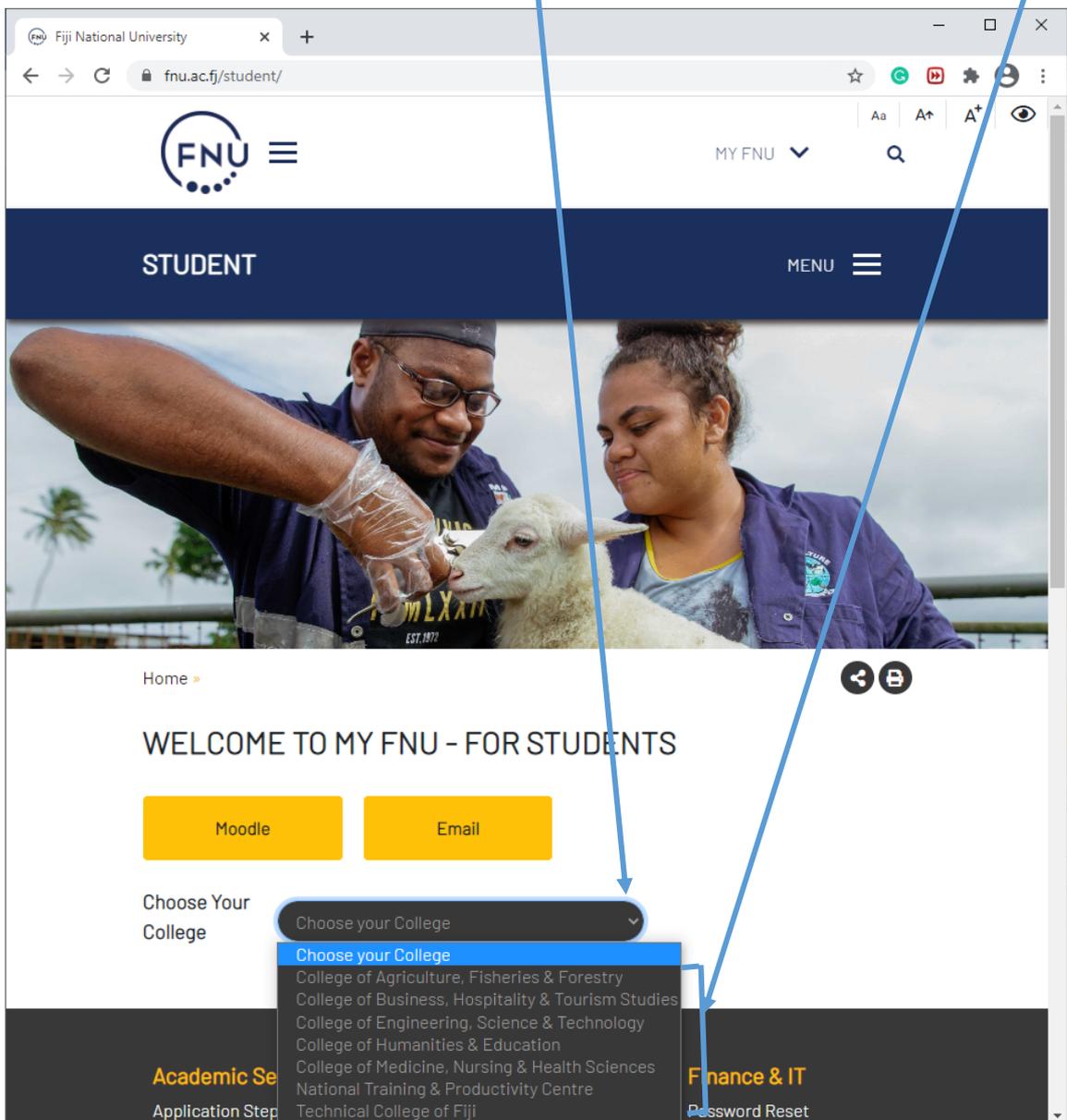
Online Enrolment

1. Going to Online Enrolment Portal

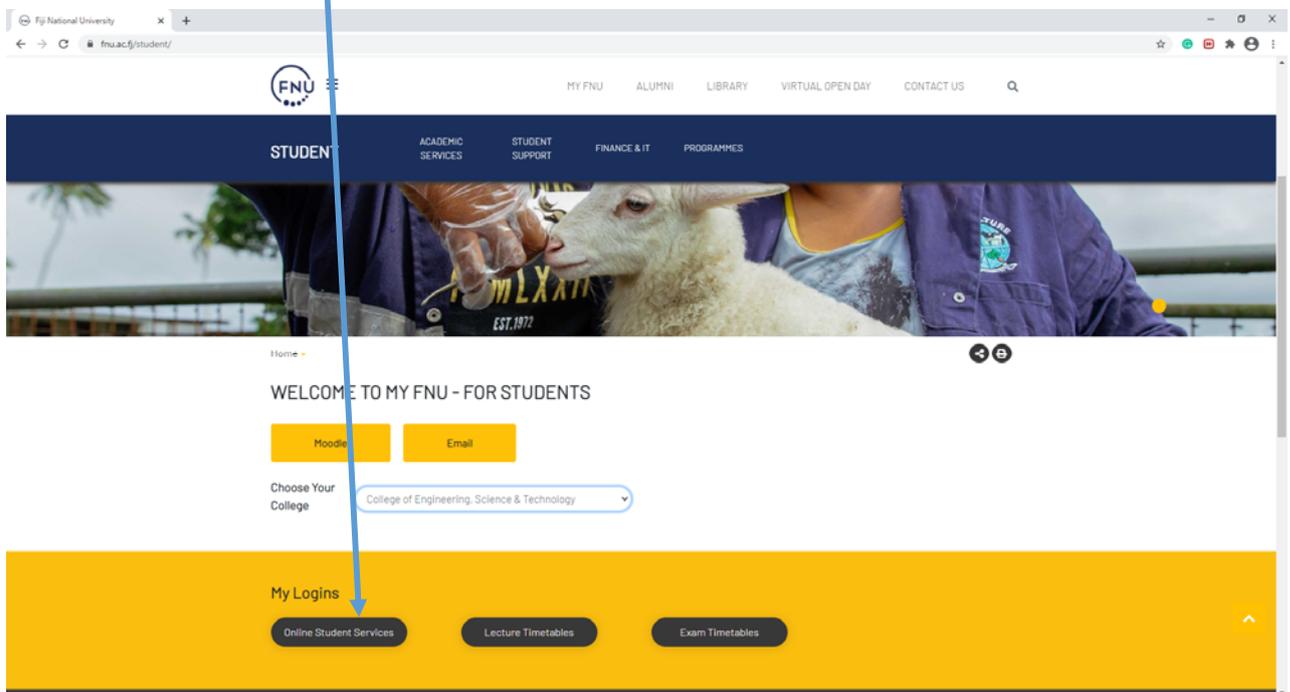
Step1. Go to www.fnu.ac.fj click **MY FNU** on the home page and then click on **STUDENT**



Step2. Now choose your college from the **Choose your College** Dropdown box and click on your **college name**



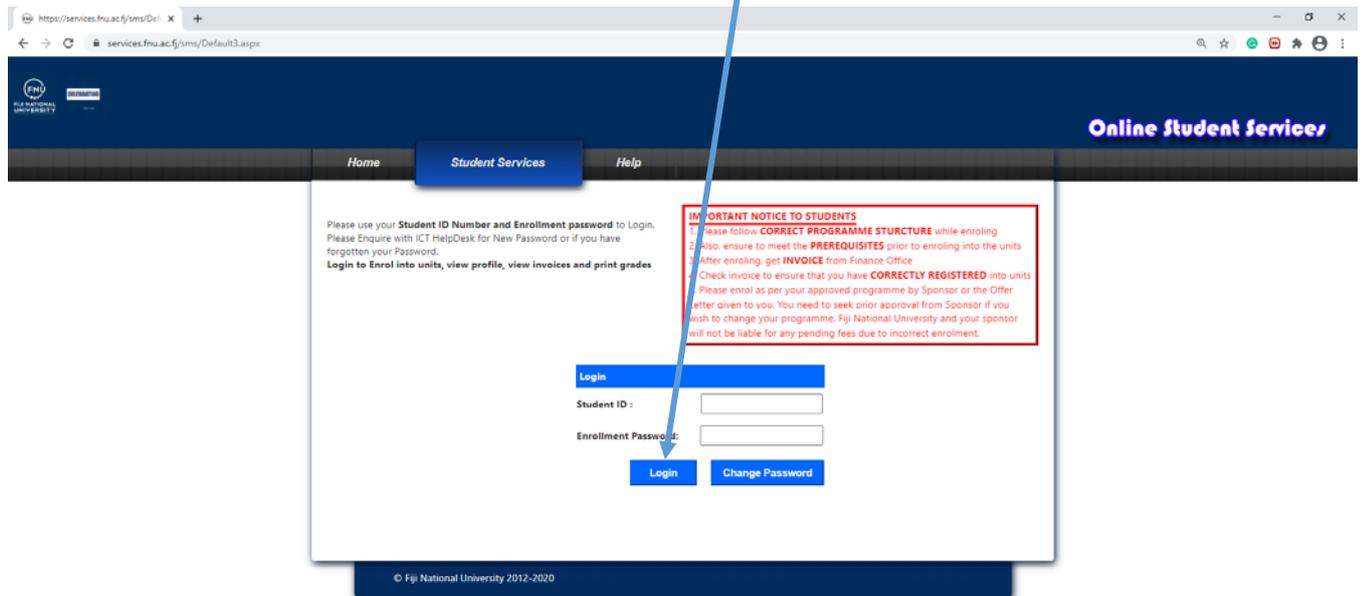
Step3: Click on **Online Student System** (<https://services.fnu.ac.fj/sms/Default3.aspx>)



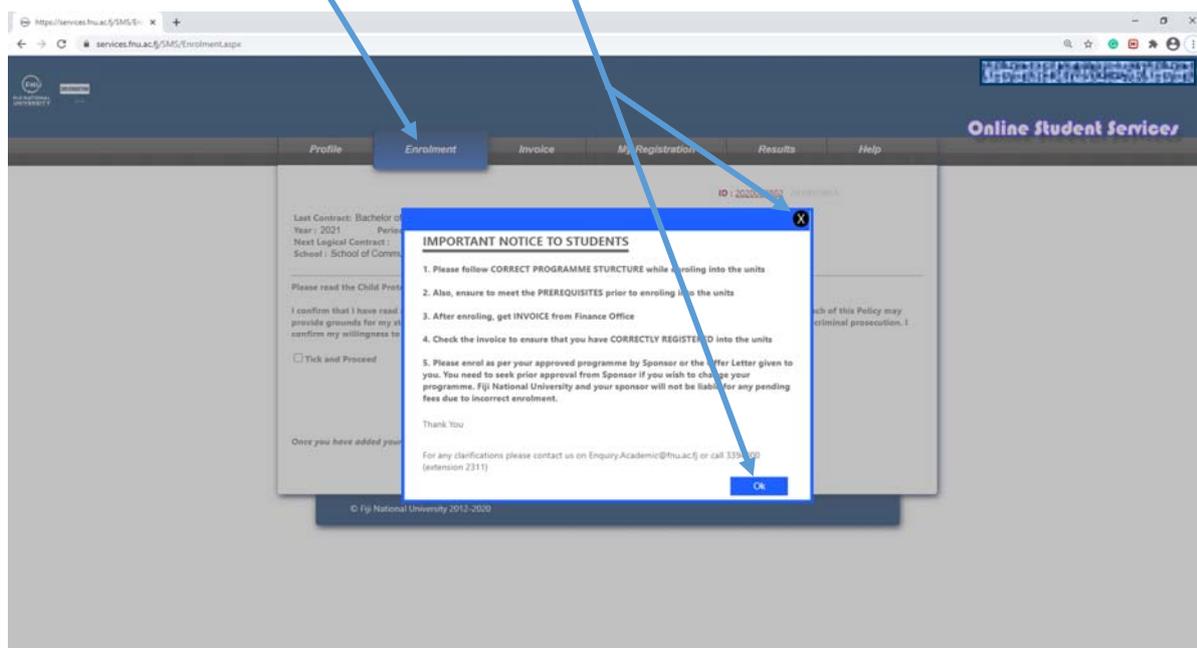
2. Online Enrolment Process

Step1. Enter your Student ID number. Then Enter your Enrollment Password.
Enter both Student ID and Password and then click on the **Login** Button.

If you have forgotten your password, please check with ICTHelpdesk on icthelpdesk@fnu.ac.fj.



Step2. Click on the **Enrolment** tab and click Ok/Close to accept or close the Important Notices to Students



Step 3. After reading the Child Protection Policy click **Tick and Proceed**

The screenshot shows the 'Enrolment' page in the FNU Online Student Services system. The user's ID is 2020002802 / 2019010855. The last contract is Bachelor of Arts (Language & Literature) for Year 2021, Semester 1, at the School of Communications, Language & Literature, Venue: Nasinu. A blue arrow points to the 'Tick and Proceed' checkbox, which is currently unchecked. Below the checkbox, there is a link to 'My Registration' and a footer for Fiji National University 2012-2020.

Step 4. Choose the venue and period from the dropdown and then click on Register Programme

The screenshot shows the 'Enrolment' page with registration options. The user's ID is 2020002802 / 2019010855. The last contract is Bachelor of Arts (Language & Literature) for Year 2021, Semester 1, at the School of Communications, Language & Literature, Venue: Nasinu. The 'Select Year' dropdown is set to 2021. The 'Venue' and 'Select Period' dropdowns are currently set to '--Please Select--'. A 'Register Programme' button is highlighted with a purple box. Below the registration options, there is a 'Choose Electives' section and a footer for Fiji National University 2012-2020.

Step 5. Click **Enrol** or **Withdraw** to enrol or withdraw from a unit. If you enrol in a unit your Units status should change to "Registered"

Online Student Services

Profile **Enrolment** Invoice My Registration Results Help

ID : 2020002802 2019010855 200916283

Last Contract: Bachelor of Arts (Language & Literature) - Language & Literature
 Year : 2021 Period : Semester1
 Next Logical Contract : Bachelor of Arts (Language & Literature)
 School : School of Communications, Language & Literature Venue : Nasinu

Kindly follow the programme structure and select the unit(s) carefully. [Programme structure can be viewed by clicking here](#)

Select Year : 2021 Programme : Bachelor of Arts (Language & Literature)
 Venue : Nasinu ProgrammeID : 12614761
 Select Period : Semester1 Major : Language & Literature
 Register Programme Venue : NS

ID	Unit Code	Unit Name	Enrol	Withdraw	Status
13446015	HIN501	Hindi for Quality Expression	Enrol	Withdraw	Not Registered
13446016	HIN601Sem	Varieties of Hindi Language	Enrol	Withdraw	Not Registered
13446017	HIN702	Drama in Hindi Literature	Enrol	Withdraw	Not Registered
13446018	ITK501Sem	Introduction to iTaukei Language Studies	Enrol	Withdraw	Not Registered
13446019	ITK601	Structure of the Fijian Language	Enrol	Withdraw	Registered
13446020	ITK701	iTaukei Language Varieties	Enrol	Withdraw	Not Registered
13446021	LIT507Sem	Discovering Literature	Enrol	Withdraw	Not Registered
13446022	LIT606	Imagining Fiji and the South Pacific	Enrol	Withdraw	Not Registered
13446023	LIT701Sem	Classical and Contemporary Drama	Enrol	Withdraw	Not Registered
13446024	LIT702Sem	Word and Image: Literature and Films	Enrol	Withdraw	Not Registered
13446025	LNG501SEM	English for Academic Studies	Enrol	Withdraw	Not Registered
13446026	LNG505	Basic Structure of English Language	Enrol	Withdraw	Not Registered
13446027	LNG601	Second Language Acquisition	Enrol	Withdraw	Registered
13446028	LNG608	Research Methodologies	Enrol	Withdraw	Registered
13446029	LNG701Sem	Practical Language Teaching	Enrol	Withdraw	Not Registered

Step 6: Choosing units from elective. If your unit does not show you can select it from the **choose electives** dropdown

Online Student Services

Profile **Enrolment** Invoice My Registration Results Help

Last Contract: Bachelor of Arts (Language & Literature) - Language & Literature
 Year : 2021 Period : Semester1
 Next Logical Contract : Bachelor of Arts (Language & Literature)
 School : School of Communications, Language & Literature Venue : Nasinu

Kindly follow the programme structure and select the unit(s) carefully. [Programme structure can be viewed by clicking here](#)

Select Year : 2021 Programme : Bachelor of Arts (Language & Literature)
 Venue : Nasinu ProgrammeID : 12614761
 Select Period : Semester1 Major : Language & Literature
 Register Programme Venue : NS

ID	Unit Code	Unit Name	Enrol	Withdraw	Status
13446015	HIN501	Hindi for Quality Expression	Enrol	Withdraw	Not Registered
13446016	HIN601Sem	Varieties of Hindi Language	Enrol	Withdraw	Not Registered
13446017	HIN702	Drama in Hindi Literature	Enrol	Withdraw	Not Registered
13446018	ITK501Sem	Introduction to iTaukei Language Studies	Enrol	Withdraw	Not Registered
13446019	ITK601	Structure of the Fijian Language	Enrol	Withdraw	Registered
13446020	ITK701	iTaukei Language Varieties	Enrol	Withdraw	Not Registered
13446021	LIT507Sem	Discovering Literature	Enrol	Withdraw	Not Registered
13446022	LIT606	Imagining Fiji and the South Pacific	Enrol	Withdraw	Not Registered
13446023	LIT701Sem	Classical and Contemporary Drama	Enrol	Withdraw	Not Registered
13446024	LIT702Sem	Word and Image: Literature and Films	Enrol	Withdraw	Not Registered
13446025	LIT801	English for Academic Studies	Enrol	Withdraw	Not Registered
13446026	LIT802	Basic Structure of English Language	Enrol	Withdraw	Not Registered
13446027	LNG501SEM	Second Language Acquisition	Enrol	Withdraw	Registered
13446028	LNG505	Research Methodologies	Enrol	Withdraw	Registered
13446029	LNG601	Practical Language Teaching	Enrol	Withdraw	Not Registered
121586224	LNG608	Physical Geography	Enrol	Withdraw	Not Registered
	LNG811				

Choose Electives : GEO501Sem

Step 7. After Enrolling you can go and check what units you are enrolled in under **My Registration**.

You just need to click **View Details** link beside the Year and Period you have enrolled for.

The screenshot shows the 'My Registration' page of the Fijian National University Online Student Services. The page features a navigation menu with 'My Registration' selected. Below the menu is a table of enrolled programs and a sub-table of enrolled units.

Programs(s)	Year	Period	View Details
Bachelor of Arts (Language & Literature)	2021	Semester1	View Details
Bachelor of Arts (Language & Literature)	2020	Semester2	View Details
Bachelor of Arts (Language & Literature)	2020	Semester1	View Details
Foundation Social Science	2020	Semester1	View Details
Foundation Social Science	2020	Semester1	View Details
Foundation Science	2020	Semester1	View Details

Enrolled Unit(s) for Selected Programme:

Unit Code	Unit Name	Unit Status
ITX601	Structure of the Fijian Language	ER
LNG601	Second Language Acquisition	ER
LNG608	Research Methodologies	ER

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