


How to make an academic registration online ?

- Step 1: Access the platform via <http://inscriptions.univ-bertoua.cm>
- Step 2: Activate **Connexion** in menu
- Step 3: Fill in the connection parameters, then **se connecter**.



How to Add a Registration?

- Step 1 : **Activate** the menu "**Mes Inscriptions**"
- Step 2 : Activate the button "**Ajouter une inscription**"


 **Ajouter une inscription**



- Step 3 : Select your **Faculty, department, field, Major**
- Step 4 : Type in the **transaction Number** of your receipt (1st tranche in **Tranche 1**/2nd tranche in **Tranche 2**/Full in **Totalité**) of your tuition fees.

- Step 5 : **Validate** your registration by activating the button **Ajouter**

Create your registration form

- 1 : **Create your registration form** by activating the Menu "**Mes fiches**"
- 2 : click on the button "**Ajouter une fiche**" 
- 3 : type in informations and click on "**Poursuivre**"



- 4 : Go to the last column of the table containing different courses, then Activate your choices!

Filtre : SBM-PS
 Département : SCIENCES BIOMEDICALES
 Parcours : SCIENCES BIOMEDICALES
 Niveau : 2
 Année : 2023/2024

Show 25 entries

CODE	LIBELLE français	LIBELLE anglais	CREDIT	SEMESTRE	NATURE	Choix
SBM213	GENETIQUE	GENETIC	6	1	Fondamentale	<input checked="" type="checkbox"/>
SBM214	BIOCHIMIE ET PHYSIOLOGIE HUMAINES NORMALES ET PATHOLOGIQUES - SYSTEME ENDOCRINIEN ET METABOLISME	NORMAL AND PATHOLOGICAL HUMAN BIOCHEMISTRY AND PHYSIOLOGY: ENDOCRINE SYSTEM AND METABOLISM	6	2	Fondamentale	<input type="checkbox"/>
SBM223	HEMATOLOGIE ET IMMUNOLOGIE GENERALE	HEMATOLOGY AND GENERAL IMMUNOLOGY	6	1	Fondamentale	<input checked="" type="checkbox"/>
SBM234	INTRODUCTION A LA PHARMACOLOGIE - MEDICAMENTS ET SYSTEMES VIVANTS	INTRODUCTION TO PHARMACOLOGY - LIVE DRUGS AND SYSTEMS	6	2	Fondamentale	<input checked="" type="checkbox"/>
SBM233	BIOPHYSIQUE ET CHIMIE PHYSIQUE POUR SCIENCES BIOMEDICALES	BIOPHYSICS AND PHYSICAL CHEMISTRY FOR BIOMEDICAL SCIENCES	6	1	Fondamentale	<input checked="" type="checkbox"/>
SBM234	SECURITE SANITAIRE ET STAGE HOSPITALIER D'APPLICATION I	HEALTH SECURITY AND HOSPITAL INTERNSHIP APPLICATION I	6	2	Fondamentale	<input checked="" type="checkbox"/>
SBM243	CHIMIE ORGANIQUE II	ORGANIC CHEMISTRY II	6	1	Fondamentale	<input type="checkbox"/>
SBM244	MICROBIOLOGIE GENERALE	GENERAL MICROBIOLOGY	6	2	Fondamentale	<input type="checkbox"/>
SBM253	TECHNIQUES DE PRELEVEMENT	SAMPLING TECHNIQUES	3	1	Complémentaire	<input type="checkbox"/>
SBM254	COMMUNICATION, EXPRESSION ECRITE ET PARLEE POUR BIOSCIENCES	COMMUNICATION, WRITTEN AND SPOKEN EXPRESSION FOR BIOSCIENCES	6	2	Complémentaire	<input type="checkbox"/>
SBM263	ANATOMIE PATHOLOGIE, SCIENCES SOCIALES ET MEDICALES	ANATOMY PATHOLOGY, SOCIAL AND MEDICAL SCIENCES	6	1	Optionnelle	<input type="checkbox"/>
SBM264	MODERN BIOMANLYTICAL & SCHANTILLONNAGE	MODERN BIOMANLYTICAL & SAMPLING	6	2	Optionnelle	<input type="checkbox"/>

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- 5 : Validate your choices by activating « **Enregistrer** » !
- 6 : **Go back to 1** : if you have UEs in a lower level (debts), to create the corresponding record.

Print/Save your registration form

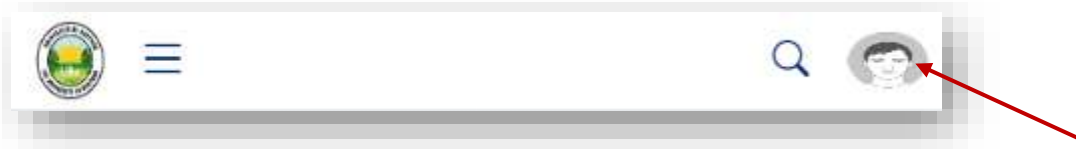
- 1: Activate the three **points (...)** in the upper right corner of the area containing the name of your speciality, then activate **Imprimer!!**



- 2: Once your card is displayed, you can save it in PDF or print it directly!!

How to Change Your Password

- Step 1.1: **Change your password by activating the small photo at the top of your screen**



- Step 1.2: Then activate My profile option below the photo
- Step 1.3 : Reset the password by activating **Modifier le mot de passe** or **Change Password**
- Step 1.4 : Enter the old password, then in the other fields your new password
- Step 1.5 : Activate the **Réinitialiser** button to validate the change of your password

for any difficulty/inquiry: WhatsApp : 691-199-419 ou email : ube.inquiry@gmail.com