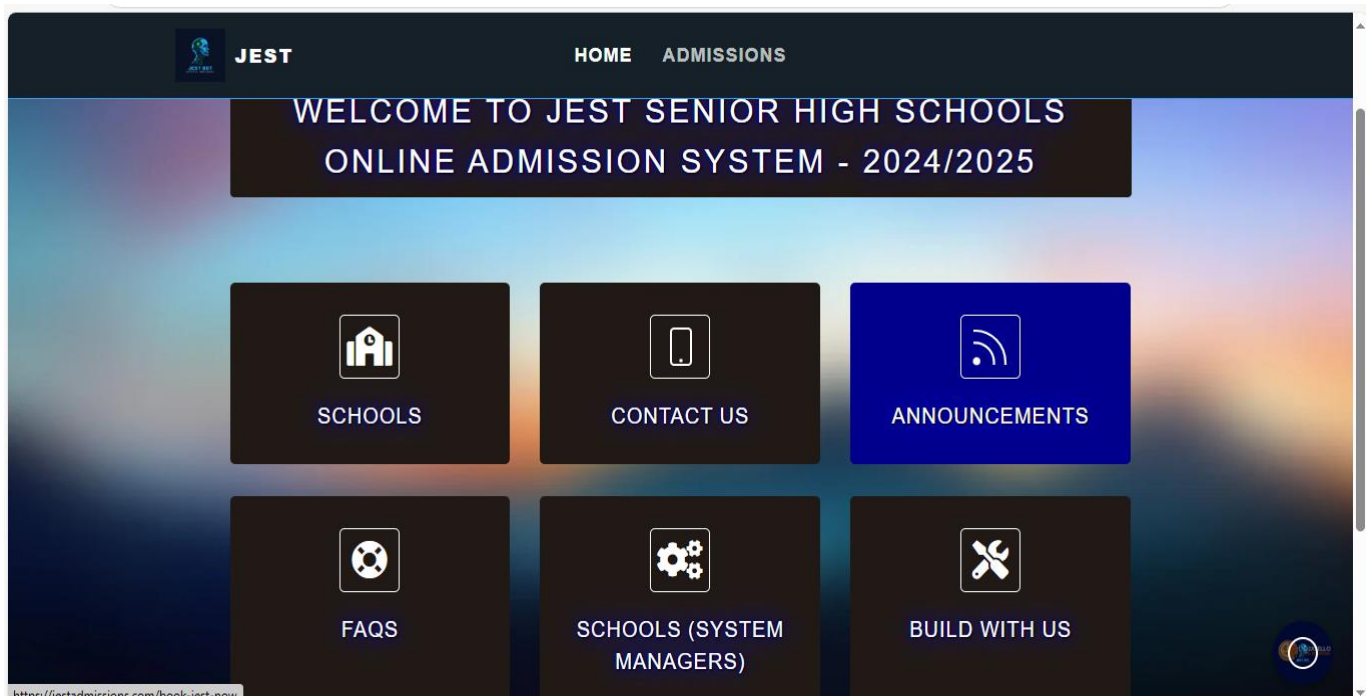


ADMISSION PROCEDURE MANUAL

Use this portal instead of going to the school to complete the admissions procedure. This portal allows you to download your admission letter, prospectus...etc. Report to your school only when school reopens...

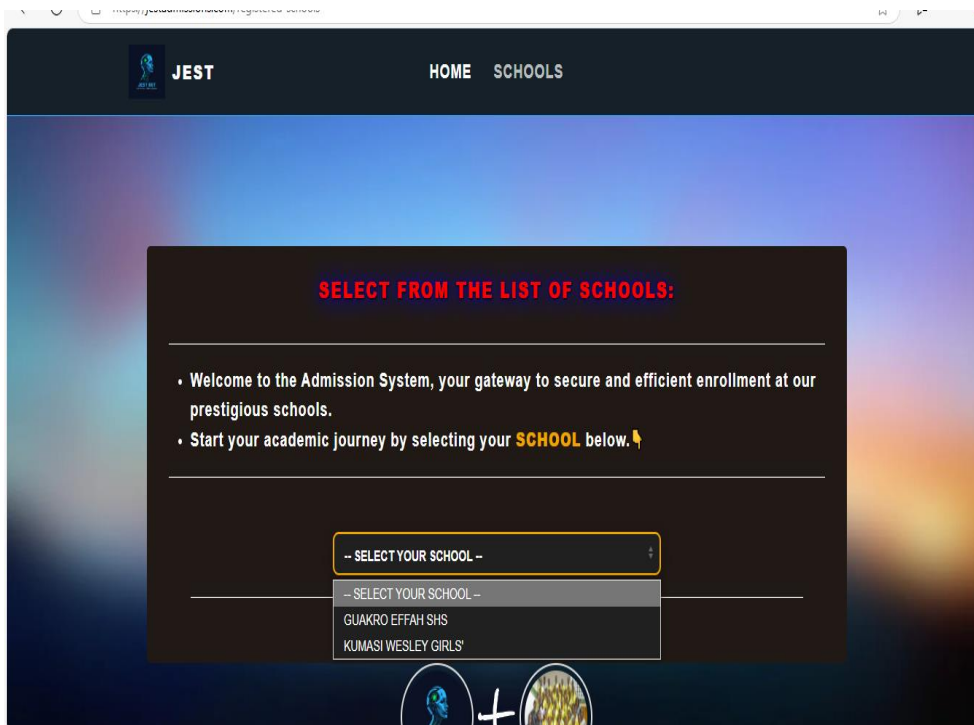
STEP BY STEP ADMISSION PROCEDURE

- 1) Open a browser and enter the address:
www.jestadmissions.com

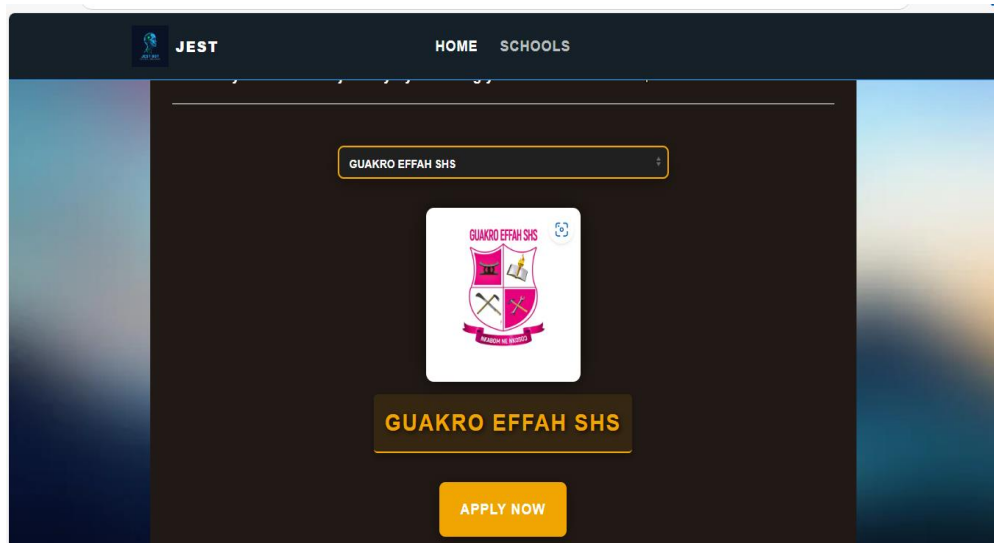


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2) Select Schools



3) Select your School from the list of schools

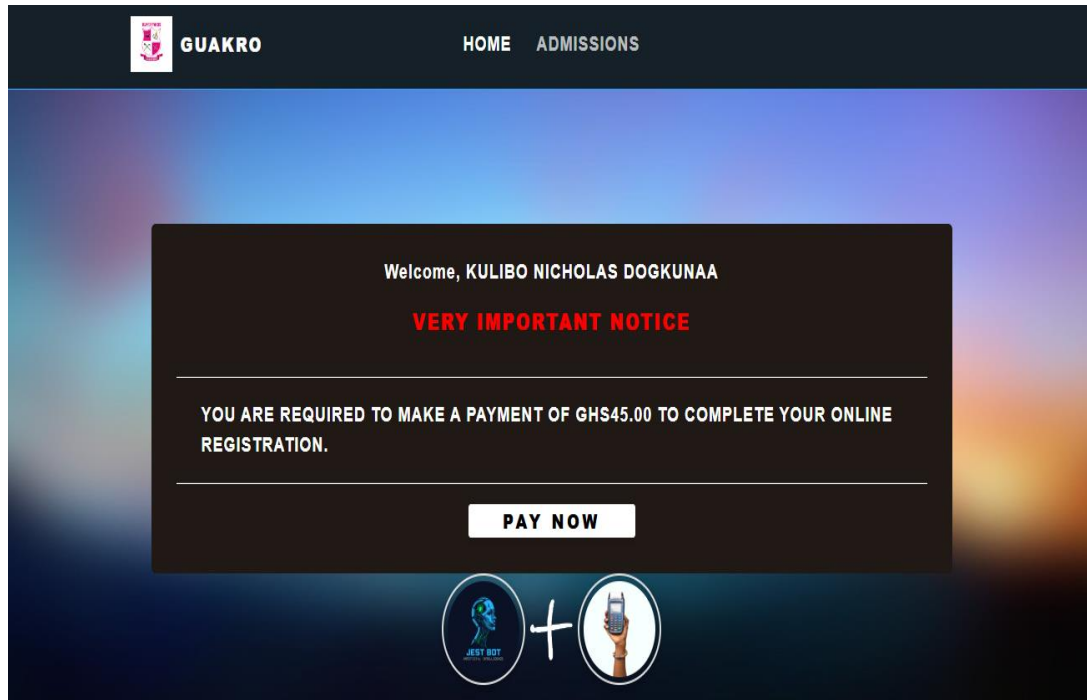


4) Select apply now

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5) Enter your JHS Index Number, and click on the button labelled “Login”.

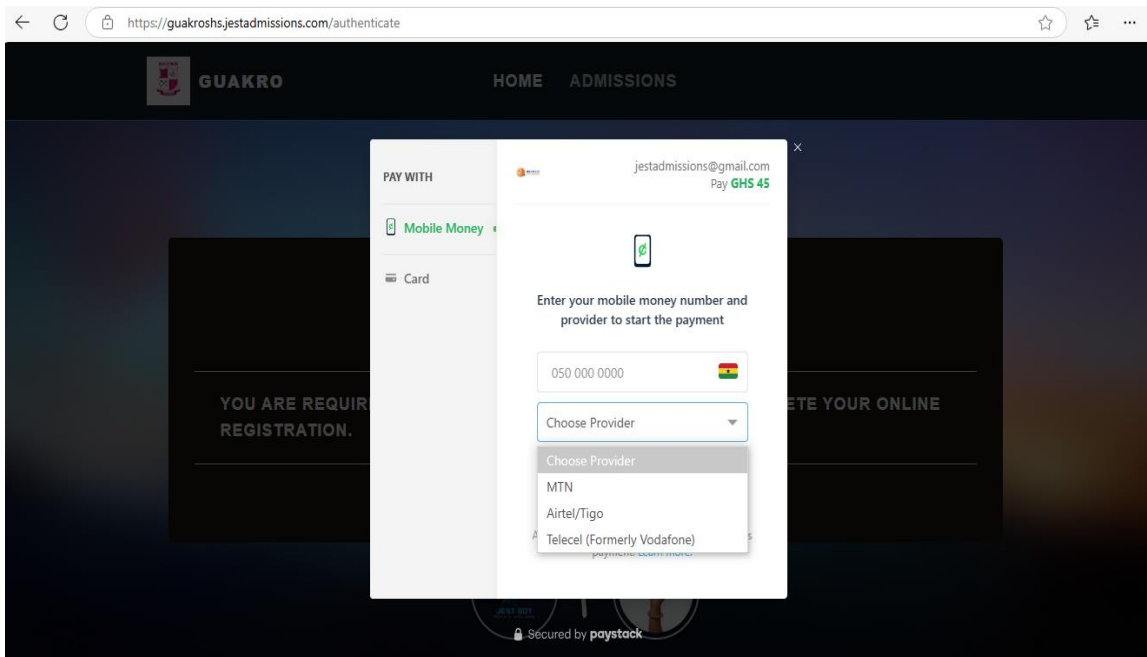
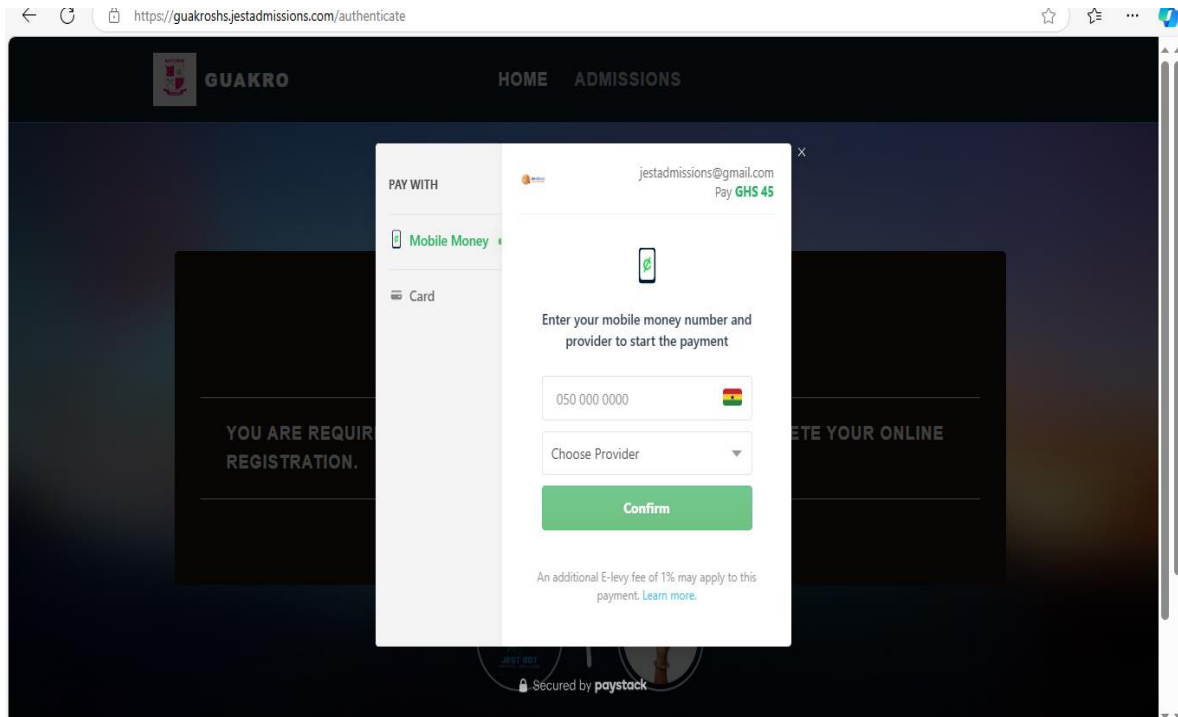
A welcome message pops up with your full name indicated.



This message is an alert that a processing fee would be charged before you proceed.

6) Click on “pay now” to begin the payment of the processing fee.

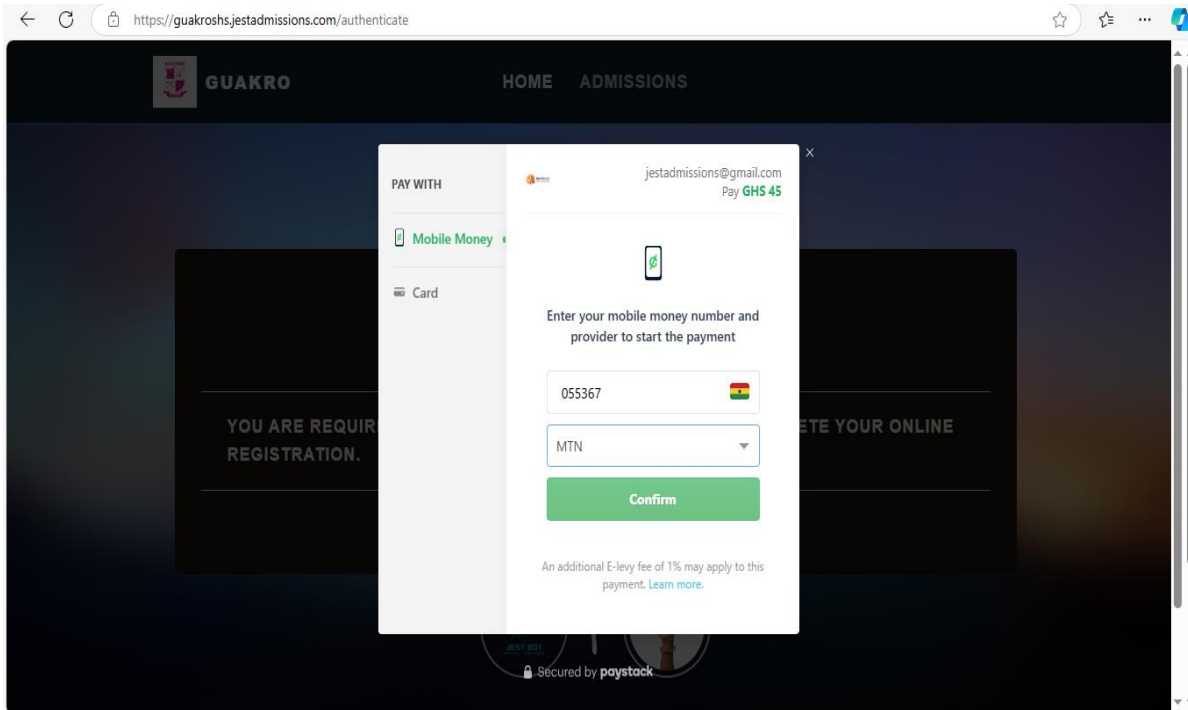
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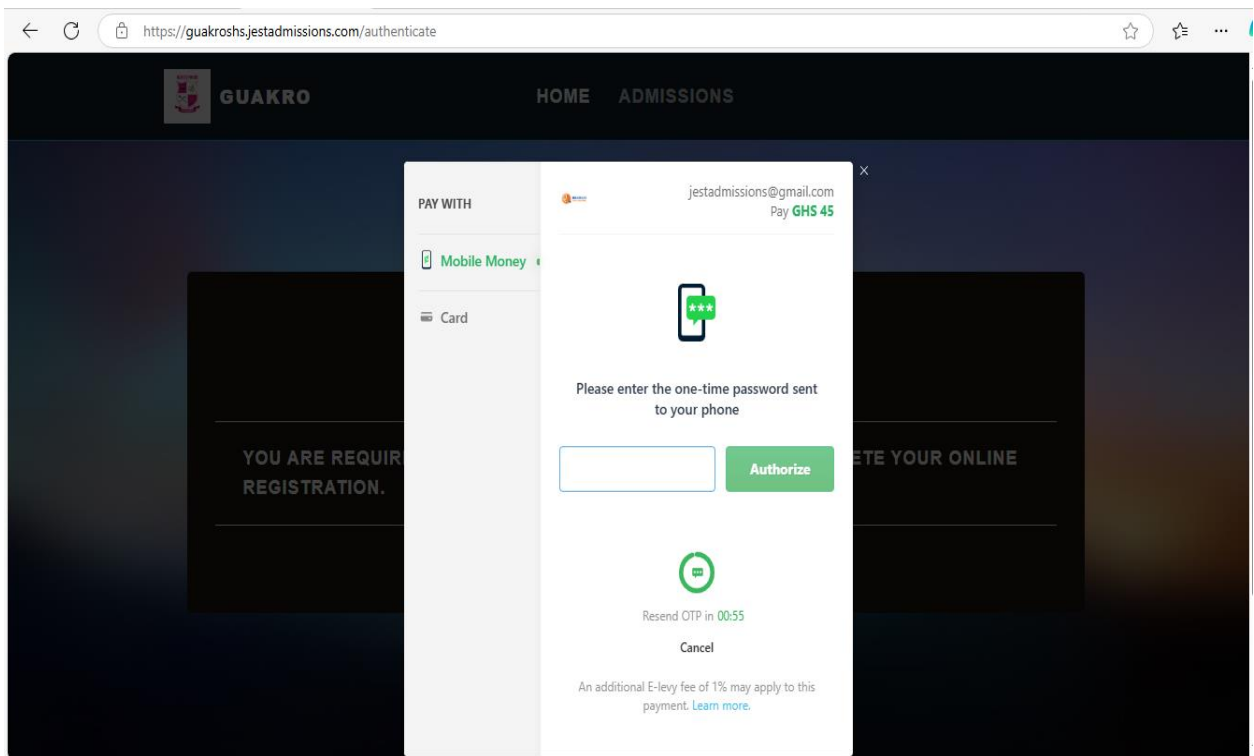
- **Select the mode of payment (MTN,Telecel, AirtelTigo, Visa etc)**

7) Enter your Momo number, Click “confirm” to proceed.

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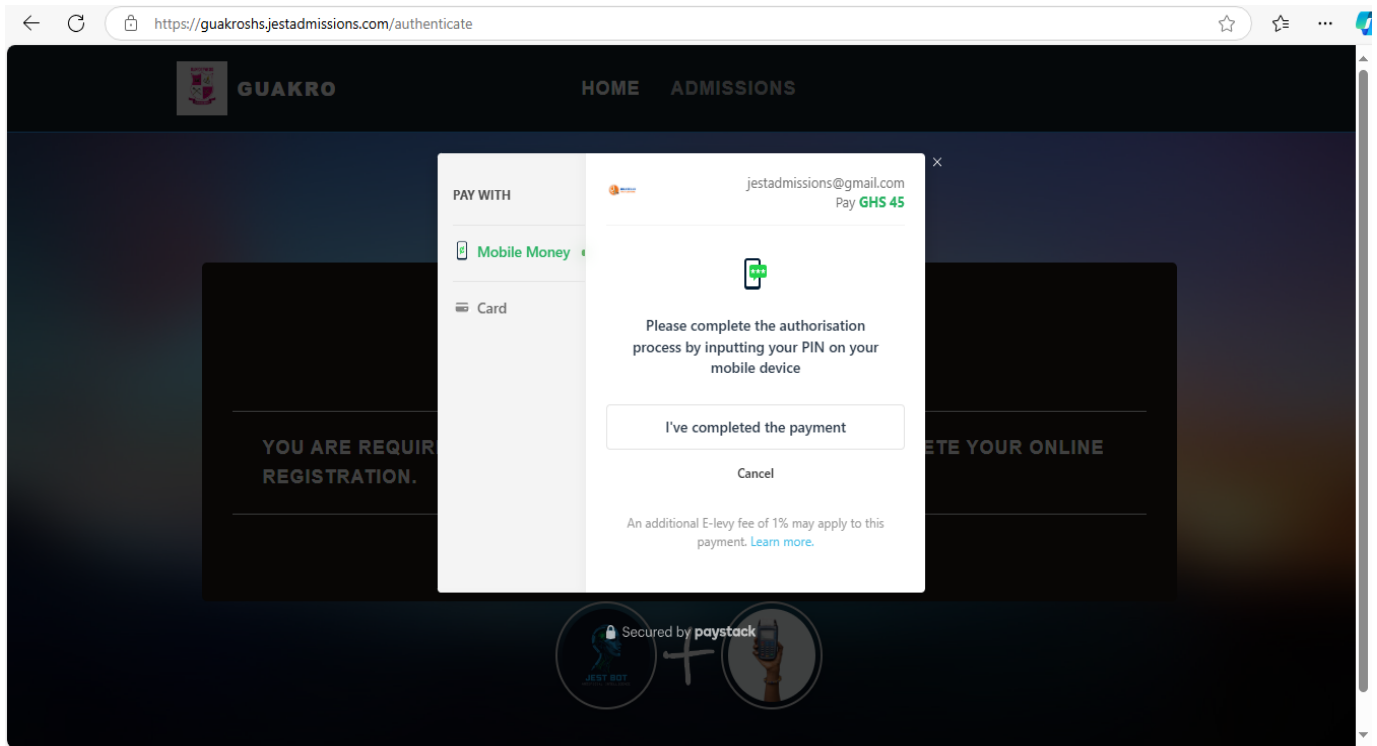


A token would be sent to your number for verification, check your message and enter it in the box.



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8) Check your phone for a payment prompt and authorize it



You may take the following steps if you do not get the prompt:

- ❖ Dial *170# select Option 6, *My Wallet*.
- ❖ Select Option 3 for *My Approvals*.
- ❖ Enter PIN to get your Pending Approval List
- ❖ Select pending transaction to approve

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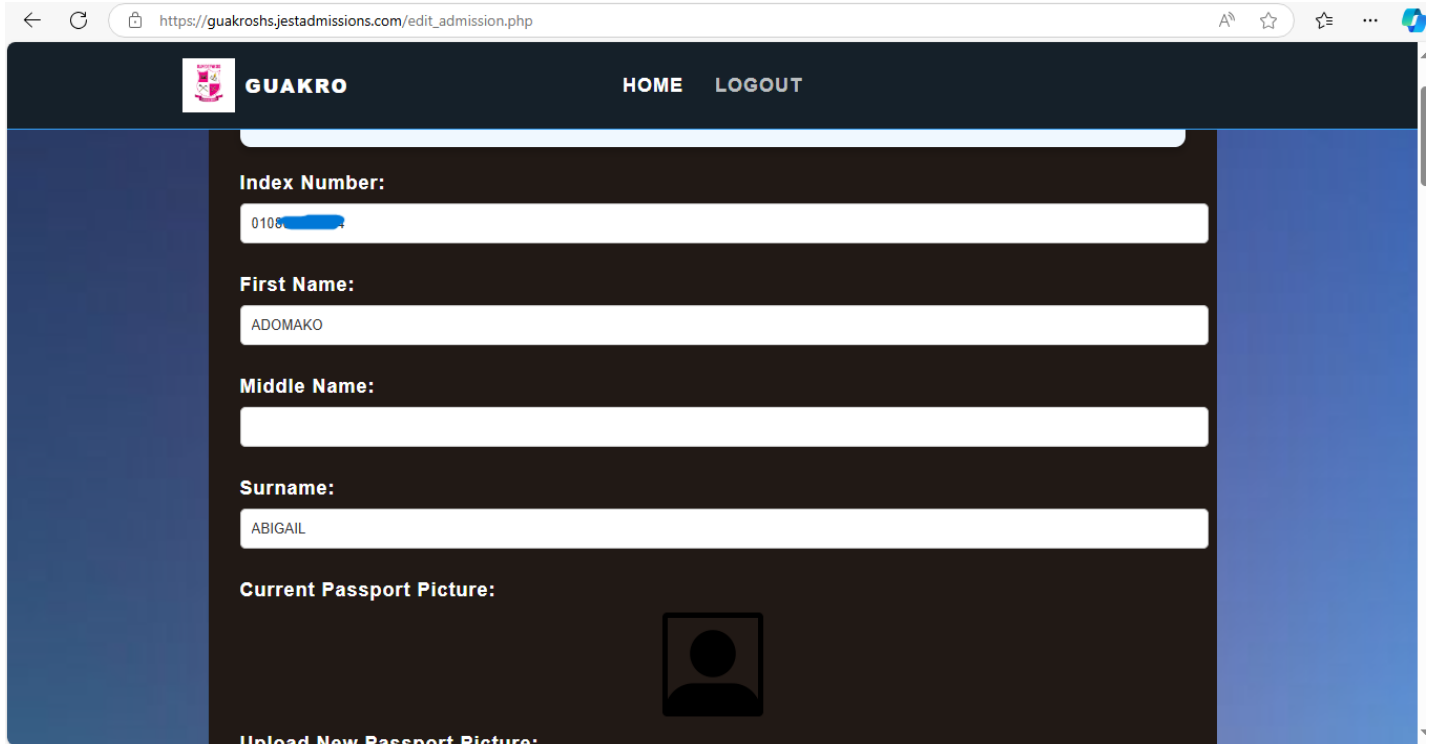
- ❖ Select Option 1 **YES** to approve the transaction or Option 2 **NO** to reject the transaction.

9) After successful payment, Click “Start admission”

The screenshot displays the GUAKRO admission portal interface. At the top, there is a dark blue header with the GUAKRO logo on the left and 'HOME' and 'LOGOUT' links on the right. The main content area features a dark red background with a decorative pattern. A central white box contains the following text: 'Welcome **ABASS MAKEIZA**, CONGRATULATIONS 🎉 ON YOUR ADMISSION TO GUAKRO EFFAH SENIOR HIGH SCHOOL'. Below this, it shows 'YOUR PLACEMENT DETAILS (2024/2025)' and 'YOUR INDEX NUMBER: 00000000000000000000'. A red message states: 'No enrollment code found. Complete Your Admission (Click on Start Your Admission)'. At the bottom of the white box is a prominent white button with the text 'START YOUR ADMISSION'. The footer of the page is dark blue and contains the text 'JESTAI© 2023-2025'.

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10) Welcome to your Dashboard




The screenshot shows a web browser window with the URL https://guakroshs.jestadmissions.com/edit_admission.php. The page header includes the GUAKRO logo and navigation links for HOME and LOGOUT. The main content area is a dark-themed form with the following fields:

- Index Number:** 0108
- First Name:** ADOMAKO
- Middle Name:** (empty)
- Surname:** ABIGAIL
- Current Passport Picture:** (placeholder image)
- Upload New Passport Picture:** (text label)

“Complete Personal Records Form” All information provided MUST be True and Correct.

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← ↻ 🔒 https://guakrohs.jestadmissions.com/start_admission.php

 **GUAKRO** [HOME](#) [LOGOUT](#)

District:

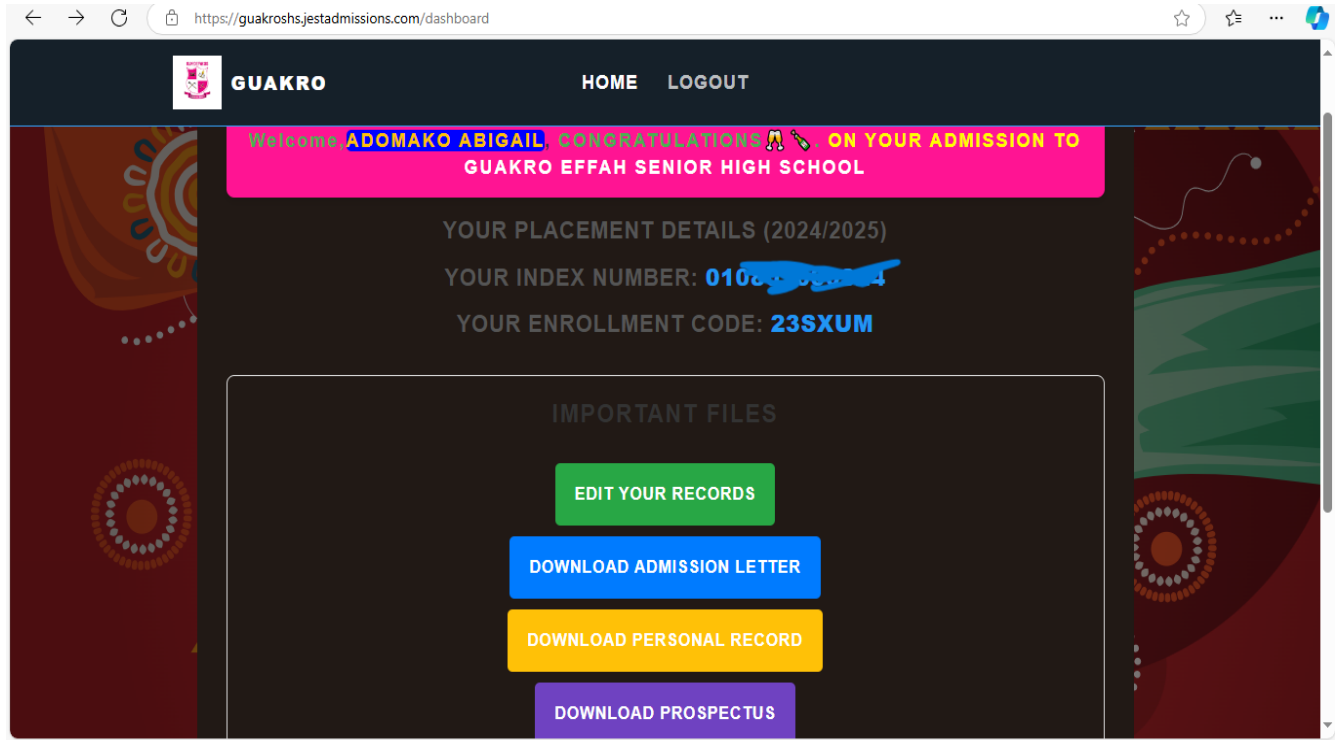
Guardian's Name:

Guardian's Phone Number:

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11) Click “Submit” to access your admission letter and other documents

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- **Verify your details, edit if necessary and download your admission letter, prospectus,..etc.**
- **Complete these forms and take them along when school reopens.**

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Sample of Admission letter

GUAKRO EFFAH SENIOR HIGH SCHOOL

(GHANA EDUCATION SERVICE)

(HEADMASTER)

Our Ref. No. GES/AD/GUAKROSHS/24/01

Your Ref. No.

PHONE: 0242188838

EMAIL: school.gesshs@gmail.com



BOX 289, OFFUMAN-TECHIMAN NORTH

08th November 2024

Dear MUSAH ABASS DERRICK,

OFFER OF ADMISSION INTO SENIOR HIGH SCHOOL-2024/2025 ACADEMIC YEAR

ENROLLMENT CODE: 23FQUP
NAME OF CANDIDATE: MUSAH A. DERRICK
RESIDENCE STATUS: BOARDING
PROGRAMME OFFERED: GENERAL SCIENCE
ADMISSION No: GESHS/2024/1
HOUSE: HOUSE 1
CLASS: 1E




I am pleased to inform you that you have been offered a place at GUAKRO EFFAH SENIOR HIGH SCHOOL to pursue a 3-year programme leading to the West Africa Senior Secondary School Certificate Examination.

1. The reporting date for all first year students is on (Monday,30th October 2024) at (08:00 AM).
2. Your ward will be required to adhere religiously to all school rules and regulations as a student.
3. All students of the school are considered to be on probation throughout the duration of their programme and could be withdrawn/dismissed at any time for gross misconduct or poor academic performance.
4. On the reporting day, you are to submit a printed copy of this Admission Letter to the Senior House Master/Mistress for registration and other admission formalities.
5. All students are expected to deposit their Health Insurance Cards with the Senior Housemaster/Mistress. Those who fail to do this will be turned away.
6. ALL COVID-19 Protocols will be strictly adhered to.
7. Please accept our congratulations.



Yours faithfully,


Mr. Vaadi Aa-Imale Ayima
(Headmaster)

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12) You are Done!

FOR ANY INFO. CONTACT US: +233 553 679 665 / +233 54 170 9799

THANK YOU!!

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