



ONLINE REGISTRATION PROCESS

Link : beast.ines.ac.rw



THE SYSTEM WORKS ON EVERY DEVICE



Step 1: Creating/Having a personal email

■ Having a working email account

- Yahoo
- Gmail
- Etc


■ Or Create an email account

- Yahoo
- Gmail
- Etc

Step 2: Create account on beast.ines.ac.rw

a. Fill in the form provided – Right side

i - Beast



Already a user? Log in below:

E-mail

Password

Log in!

New User? Register below:

Enter your firstname

Enter your lastname

Enter your email

Enter your password

Confirm your password

Account: Student Staff

Register!

What do we provide with INES - Beast?:

Applications

Admissions

Registration

Marking

Management

More

Student Applications

Student Applications

Step 2: Create account on beast.ines.ac.rw

- b. A link to activate your account is sent in your inbox (Your personal email)
- Click on the link or copy it into your browser to activate your account

Thank you for registering. Click the link below to activate your account.

<http://beast.ines.ac.rw/ibeastActivate.php?user=ambitieux.clement@gmail.com&code=53e617761a6880ce06a53aee1ac97daf>

You must activate your account to login.

Step 3: Login to your beast.ines.ac.rw account

a. Use your email and password you used to create the account

The screenshot shows the 'i - Beast' web interface. On the left is a photograph of a large, modern brick building with a blue roof, set against a backdrop of green trees and mountains. To the right of the image are two main sections: a login form and a registration form. The login form, titled 'Already a user? Log in below:', contains two input fields for 'E-mail' and 'Password', and a prominent green 'Log in!' button. The registration form, titled 'New User? Register below:', includes input fields for 'Enter your firstname', 'Enter your lastname', 'Enter your email', 'Enter your password', and 'Confirm your password'. Below these fields are radio buttons for 'Account:' with options for 'Student' and 'Staff', and a green 'Register!' button. At the bottom of the page, there is a navigation menu with links for 'Applications', 'Admissions', 'Registration', 'Marking', 'Management', and 'More'. The 'Applications' link is currently selected. Below the navigation menu, the text 'Student Applications' is visible.

What do we provide with INES - Beast?:

Applications

Admissions

Registration

Marking

Management

More

Student Applications

Student Applications

Step 4: Student Dashboard

a. Different menus are presented: Applications, Admissions and Registration are currently the most important!

The screenshot displays the 'i-Beast' Student Dashboard. At the top, an orange header bar contains the 'i-Beast' logo on the left, a hamburger menu icon, and notification icons for email (4), a bell (10), and a flag (9) on the right, along with the user's profile 'Ottis Imanzi'. A dark grey sidebar on the left shows the user's name 'Ottis Imanzi' with an 'Online' status indicator, a search bar, and a 'MAIN NAVIGATION' section with links for 'Dashboard', 'Communication', and 'applications'. The main content area is titled 'Student Dashboard' and features a breadcrumb trail 'Home > Dashboard'. It contains eight colored tiles arranged in a 2x4 grid, each with a title and a 'Enter here' button with a right-pointing arrow. The top row includes 'Student Application' (blue), 'Student Admission' (green), 'Student Registration' (orange), and 'Student Modules' (red). The bottom row includes 'Student Marks' (blue), 'Class Timetable' (green), 'Class Assignments' (orange), and 'Student Profile' (red).

Step 5: Student Application

a. Click on the icon highlighted to apply first

The screenshot shows the i-Beast Student Dashboard interface. At the top, there is an orange header with the text "i - Beast" on the left and a user profile for "Ottis Imanzi" on the right, including notification icons for messages (4), alerts (10), and flags (9). Below the header is a dark grey sidebar with the user's name and status ("Online"), a search bar, and a "MAIN NAVIGATION" menu with items for "Dashboard", "Communication", and "applications". The main content area is titled "Student Dashboard" and contains a grid of eight colored tiles. The top-left tile, "Student Application", is highlighted with a black border. The other tiles are: "Student Admission" (green), "Student Registration" (orange), "Student Modules" (red), "Student Marks" (light blue), "Class Timetable" (green), "Class Assignments" (orange), and "Student Profile" (red). Each tile has a "Enter here" button with a right-pointing arrow at the bottom.

Step 5: Student Application

b. Choose your category

New student: Applying for the first time

Continuing student: Existing student with Reg numbers

The screenshot displays the i-Beast web application interface. The top navigation bar is orange and contains the text "i - Beast" on the left, a hamburger menu icon, and notification icons for email (4), alerts (10), and flags (9) on the right, along with the user profile "Ottis Imanzi". The left sidebar is dark grey and includes the user profile "Ottis Imanzi" (Online), a search bar, and a "MAIN NAVIGATION" menu with items: Dashboard, Communication, applications, Admissions, Academics, Timetable, Attendance, Human Resources, and Payment. The main content area is titled "Student Application" and features a "Select your category:" dropdown menu. The dropdown is open, showing options: "... Select here..." (highlighted), "New Student-Undergraduate", "Continuing Student-Undergraduate", "New Student-Postgraduate", "Continuing Student-Postgraduate", and "Your Application Information". A breadcrumb trail "Home > Dashboard" is visible in the top right of the main area. The text "Activate Windows" is present in the bottom right corner.

Step 5: Student Application

c. Fill the application form till the end: You will get a confirmation message –Wait for registrar to admit you!

The screenshot displays the i-Beast application portal. The top navigation bar is orange and contains the text 'i - Beast', a menu icon, and notification icons for email (4), alerts (10), and flags (9). The user's name 'Ottis Imanzi' is visible in the top right. The left sidebar is dark grey and shows the user's profile 'Ottis Imanzi' with a 'Search...' field and a 'MAIN NAVIGATION' menu with items: Dashboard, Communication, applications, Admissions, Academics, Timetable, Attendance, Human Resources, and Payment. The main content area has a green header for 'APPLICATION 2017 - 2018 : NEW STUDENT UNDERGRADUATE'. Below this, it shows 'Step 1 / 6 - Personal Information:' with a user icon. The form fields include: 'Title:' with radio buttons for Mr, Miss, and Ms; 'Firstname:' with a text input field containing 'First name...'; 'Lastname:' with a text input field containing 'Last name...'; 'Gender:' with radio buttons for Male and Female; and 'Date of birth:' with a text input field containing 'mm/dd/yyyy'. An 'Activate Windows' watermark is visible in the bottom right corner.

Step 5: Student Application

c. Fill the application form till the end: You will get a confirmation message –Wait for registrar to admit you!

The screenshot shows the 'i-Beast' web application interface. At the top, there is an orange header with the text 'i - Beast' on the left and user information 'Ottis Imanzi' on the right, along with icons for mail, notifications, and a flag. A dark sidebar on the left contains a search bar and a 'MAIN NAVIGATION' menu with items: Dashboard, Communication, applications, Admissions, Academics, Timetable, Attendance, Human Resources, and Payment. The main content area has a green header for 'APPLICATION 2017 - 2018 : CONTINUING STUDENT UNDERGRADUATE'. Below this, it says 'Step 1 / 5 - Personal Information:' next to a user profile icon. The form fields include: 'Title:' with radio buttons for Mr, Miss, and Ms; 'Reg.#:' with a text input field containing 'Your Registration Number...'; 'Firstname:' with a text input field containing 'First name...'; 'Lastname:' with a text input field containing 'Last name...'; and 'Gender:' with radio buttons for Male and Female. An 'Activate Windows' watermark is visible in the bottom right corner.

Step 6: Student Admission

a. You may click on the admission icon (highlighted) to check your admission status

The screenshot shows the i-Beast Student Dashboard interface. At the top, there is an orange header with the 'i-Beast' logo on the left and user information 'Ottis Imanzi' on the right, along with notification icons for messages (4), alerts (10), and flags (9). A dark grey sidebar on the left contains the user's profile, a search bar, and a 'MAIN NAVIGATION' menu with items for Dashboard, Communication, and applications. The main content area is titled 'Student Dashboard' and contains a breadcrumb trail 'Home > Dashboard'. It features a grid of eight colored tiles, each with a title and a sub-label, and a 'Enter here' button with a right-pointing arrow. The tiles are: 1. Blue: Student Application; 2. Green (highlighted with a black border): Student Admission; 3. Orange: Student Registration; 4. Red: Student Modules; 5. Blue: Student Marks; 6. Green: Class Timetable; 7. Orange: Class Assignments; 8. Red: Student Profile.

Step 6: Student Admission

- b. Once admitted, you will be:
 - Check your admission status
 - Print your admission letter
- Confirm your class registration to get registration number (new students)

The screenshot shows a student portal interface. At the top, there is a navigation bar with the logo 'i - Beast' on the left and user information 'Ottis Imanzi' on the right, along with notification icons for messages (4), alerts (10), and calendar (9). A sidebar on the left contains a search bar and a 'MAIN NAVIGATION' menu with items: Dashboard, Communication, applications, Admissions, Academics, and Timetable. The main content area is titled 'Admissions' and features a table with the following data:

Firstname	Lastname	ID/Passport	Session	Year	Program	Observation	Status
A	B	12345	Day	I	Land Survey		Admitted

Below the table, there are two buttons: 'Back to Dashboard' and 'View Admission Letter'. At the bottom of the page, a blue banner with a black border contains the text: 'Congratulations you have been admitted! Confirm your class registration here'.

Step 6: Student Registration

- b. Once admitted, you will be:
 - Check your admission status
 - Print your admission letter
- Confirm your class registration to get registration number (new students)

The screenshot shows a student portal interface. At the top, there is a navigation bar with the logo 'i - Beast' on the left and user information 'Ottis Imanzi' on the right, along with notification icons for messages (4), alerts (10), and calendar (9). A sidebar on the left contains a search bar and a main navigation menu with items: Dashboard, Communication, applications, Admissions, Academics, and Timetable. The main content area is titled 'Admissions' and displays an 'Admission Status:' section. Below this is a table with the following data:

Firstname	Lastname	ID/Passport	Session	Year	Program	Observation	Status
A	B	12345	Day	I	Land Survey		Admitted

Below the table, there are two buttons: 'Back to Dashboard' and 'View Admission Letter'. At the bottom of the page, a large blue banner with a black border contains the text: 'Congratulations you have been admitted! Confirm your class registration here'.

Step 6: Student Admission

c. For continuing students:

- Your respective departments will have to confirm your registration
 - You will only check what decision made

The screenshot displays the 'i-Beast' Admissions dashboard. The top navigation bar is orange and contains the 'i-Beast' logo, a menu icon, and notification icons for messages (4), alerts (10), and flags (9). The user profile 'Yanis Imena' is visible in the top right. The left sidebar is dark grey and includes a search bar, a 'MAIN NAVIGATION' section, and menu items for 'Dashboard', 'Communication', 'applications', 'Admissions', and 'Academics'. The main content area is titled 'Admissions' and features a table with the following data:

Firstname	Lastname	ID/Passport	Session	Year	Program	Observation	Status
Y	I	789635	Day	II	Computer Science	Welcome back	Department to confirm

Below the table, there is a blue button labeled 'Back to Dashboard'.

FOR ANY ISSUE (s)

Contact:

—— ICT COORDINATOR ——

- **Tel: 0782175885 / 0727125312**
- **E-mail: mclement@ines.ac.rw**

—— REGISTRAR ——

- **Tel: 0728732986 / 0727125183**
- **E-mail: registrar@ines.ac.rw**