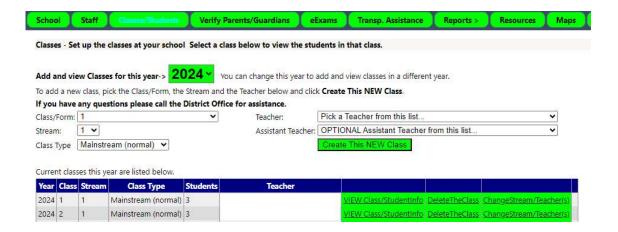HOS Add student to class

School Login

Tab Classes/Student

Click View Class/StudentsInfo

Click Add Student to this Class

Only be able to search student first

By BDM/Passport OR FEMIS ID

OR BY Name as shown below

Just show me the list of students already registered in my school in 2024 ▾	Pick From All Students in My School	OR Pick From Attached ECE
OR - ADD Student with this BDM/Passport number	Add Student With This BDM Number	
OR - ADD Student with this Student ID	Add Student With This Student ID	

OR - To search for student in other schools, provide some partial details below and click buttons to search the districtor search all registered students. You do not need the whole name, just the first three characters to you are looking for try using ony the first three characters of first name and first three characters of last name and sometimes the date of birth, then click a button to search the district or search all registered students i search if you think you may have the wrong date of birth.

Surname:		First Name:	
Date of Birth (dd/MM/yyyy):		Father's Name:	
Search Students in the District		Search All Registered Students	

You can only register New Students (New Student ID) in PreSchool and Vocational classes. If you need to register students with a New Student ID in any other Year, please contact your District Office or email to FEMIS Helpdesk.

Click Select below.

This student will be added to class

above.

StudentID	Surname	FirstName	Gender	Other Name	Date of Birth	Ethnicity	Birth Death Marriage No	School Code	School	Year	Class	Stream	
										2007	4	1	Select
										2009	6	1	Select