How to download the Enrolment report from Camu:

Step 1: Downloading the Enrolment Report in Excel format

Please navigate to Students \rightarrow Student Enrolment and provide the following fields and click on the Download button:

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Step 2:

Once Download is clicked, the below message will display

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Step 3:

Click on the 'Download Reports' option, the request will be displayed under Reports \rightarrow Download Reports. The status pending will change into "Click to download" after 5 minutes. Recent report request will be displayed at first.

Click on download will download the report in Excel format.

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Step 1: Downloading the Enrolment Report in PDF format

Please navigate to Students \rightarrow Student Enrolment and provide the following fields and click on the Print button:

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Step 2: Enrolled students list will be downloaded in PDF option:

Total: 9 pages	Save		金	Ashesi University 2017-2018 Semester 3			
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	Change						
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Denne		ARTS, AP	filed Galcul	us			
rages	I AII	Enrolled Stud	lents				
	e.g. 1-5, 8, 11-13	admission No.	Regn. No.	Student Name	Enrolled Department	Enrolled Course	Year Of admission
		11312021	11312021	Ransford Badu Nyarko	CS	BSc-CS	2017-2018
Layout	Portrait 👻	16002021	16002021	Nana Ekua Adowaa Addo-Fening	BA	BSc-BA	2017-2018
		18842020	18842020	Abasiama Gladys Ukpong - Johnson	BA	BSc-BA	2016-2017
- More ret	tings	19142021	19142021	Queen Latifa Lampo	BA	BSc-BA	2017-2018
+ more set	ungs	20242021	20242021	Angela Obuobia Horthman	BA	BSc-BA	2017-2018
		24212021	24212021	Maame Afia Darkwaah Obeng-Darko	BA	BSc-BA	2017-2018
		25962021	25962021	Esi Sagua Ofori-Acquah	BA	BSc-BA	2017-2018
		33202020	33202020	Irene Owusua Asamoa-Agyepong	BA	BSc-BA	2016-2017
		37732021	37732021	Benedicta Apambila	BA	BSc-BA	2017-2018
		37742020	37742020	Derek Acheampong	BA	BSc-BA	2016-2017
		40072021	40072021	Chrisfel Dolayine Afanam	CS	BSc-CS	2017-2018
		45022021	45022021	Cyril Korletey KuornooÂ	BA	BSc-BA	2017-2018
		46592021	46592021	Priscilla Seiwah Bonsu	BA	BSc-BA	2017-2018
		46982021	46982021	Emmanuel Teye-Kofi Odonkor	CS	BSc-CS	2017-2018
		47922021	47922021	Caroline Serwaa Bempong	BA	BSc-BA	2017-2018
		53432021	53432021	Nana Ohemah Somah Awuah	BA	BSc-BA	2017-2018

Student Registration through CAMU Application:

Students can be registered through Camu application. To register the students from Camu application, navigate into Students \rightarrow Student Enrolment screen and provide all the fields:

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- 1. Click on the Search Button
- 2. Type the student Name/Student ID in the Search field and click on the Search button

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3. Course schedule will display as below. Select the schedule and click on Enrol button to register the student.



Note: Requesting to do the student registration using Camu through the above method. Enrolling students using the Enrol option in student's profile (Under the student's image) is **not advisable**.