

ADAMA POLYTECHNIC COLLEGE

ONLINE REGISTRATION PROCEDURE



WHO CAN REGISTER?

- Anyone who has completed his/her 10th or 12th grade and able to present his/her official NEAEA certificate And School Transcript.
- If a person wants to register for 3rd, 4th, and 5th Level, He has to present attended level COC certificate and Temporary College Transcript.
- A person who is willing to respect and be governed by the colleges policy, rules and regulation that are set by the college

WHEN TO REGISTER

- ↪ Registration Time and place will be published through the college's social media (Official Website, Telegram Channel and Face book Page). Anyone who wants to register to Adama Polytechnic College can follow and look up a new information regarding registration time and deadlines.
- ↪ The colleges might attach the manual hardcopy outside the colleges compound and anyone who is close to the college can follow related information.

HOW TO REGISTER

- ↪ Anyone who wants to register to Our College can follow the following Steps.
 - Open You Internet Browser(From Phone or PC)
 - Search Our Website (Aptc.Ezyro.com) on the Address bar (Not on Google).
 - Click the Admission Menu and Click on the Register to Aptc Secondary Menu.
 - Click Register To APTC after reading the requirements
 - Enter You Account to go to Google(If You are Asked)
 - Fill all Information required
 - Submit The Information
 - You Are Now Registered

REQUIREMENTS TO REGISTER

- ↪ Scanned Official Certificate and School Transcript of Completed Grade
- ↪ Scanned Photo of Registration Payments (If There Is Any)
- ↪ Completed Level Certificate and Tempo (If Any)
- ↪ Correct Name, Phone Number. Provide Gmail Account(Optional)
- ↪ Specified Department Or Occupation
- ↪ Clear Photo on The Certificate and Transcript, Tempo

DON'T REGISTER IF

- ↪ The department you are looking for is Not Published In The registration Announcement.
- ↪ You don't have a valid and clear (readable) certificate of the grade completed.

ADAMA POLYTECHNIC COLLEGE

ONLINE REGISTRATION PROCEDURE



ACCEPTABLE APPLICATIONS

The application is accepted if the following criteria are met, if not the application might be considered redundant and the system might directly disqualify the applicant. Please Read the following notes thoroughly before registering to our college

- ↻ Readable Certificates should be uploaded while registering
- ↻ Names That Match The Certificate and School Transcript
- ↻ Specified Department and Occupation

UNACCEPTABLE APPLICATIONS

The application might be unacceptable for many reasons. Please try to avoid the following errors while registering to the college.

- ↻ Unreadable Certificates
- ↻ Names That Doesn't Match The Certificate and School Transcript
- ↻ Unspecified Department and Occupation
- ↻ Repetition of Registration
- ↻ Multiple Department or Occupation Registration might directly disqualify the applicant.
- ↻ Uncommitted Registrations
- ↻ Registration After Deadline

RELATED ISSUES

- ↻ If there are some minimal problems with your registration the college will call or Send you an email notification so that you could solve the problem personally.
- ↻ If you are registered under more than two departments, you will only be accepted under a single department.
- ↻ The Department placement will be conducted based on the result of your grade 10th or 12th national examination. You might be accepted under the following levels based on your result
 - Only Level I and II
 - Up to Level IV
 - Up to Level V (If you are registering by your 12th grade certificate) and this will also depend on your result.

REGISTRATION RESULT

- ↻ Only accepted applicant are published over our website(Aptc.Ezyro.Com)
 - ↻ Your registration application result will be announced through our social media (Website, Telegram and Face book) or you will be notified if you are accepted through an email.
-