



# ONLINE STUDENT REGISTRATION PORTAL

QUICK GUIDE USER MANUAL

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**QUICK GUIDE ON THE USE OF ONLINE STUDENT REGISTRATION PORTAL**

The NHIF student online registration portal is the self-service portal that shall facilitate a student from a higher learning institution accredited by the fund to apply for a NHIF card online without the necessity to physically visit one of our NHIF offices. Below are the quick steps guide that shall enable one to go through.

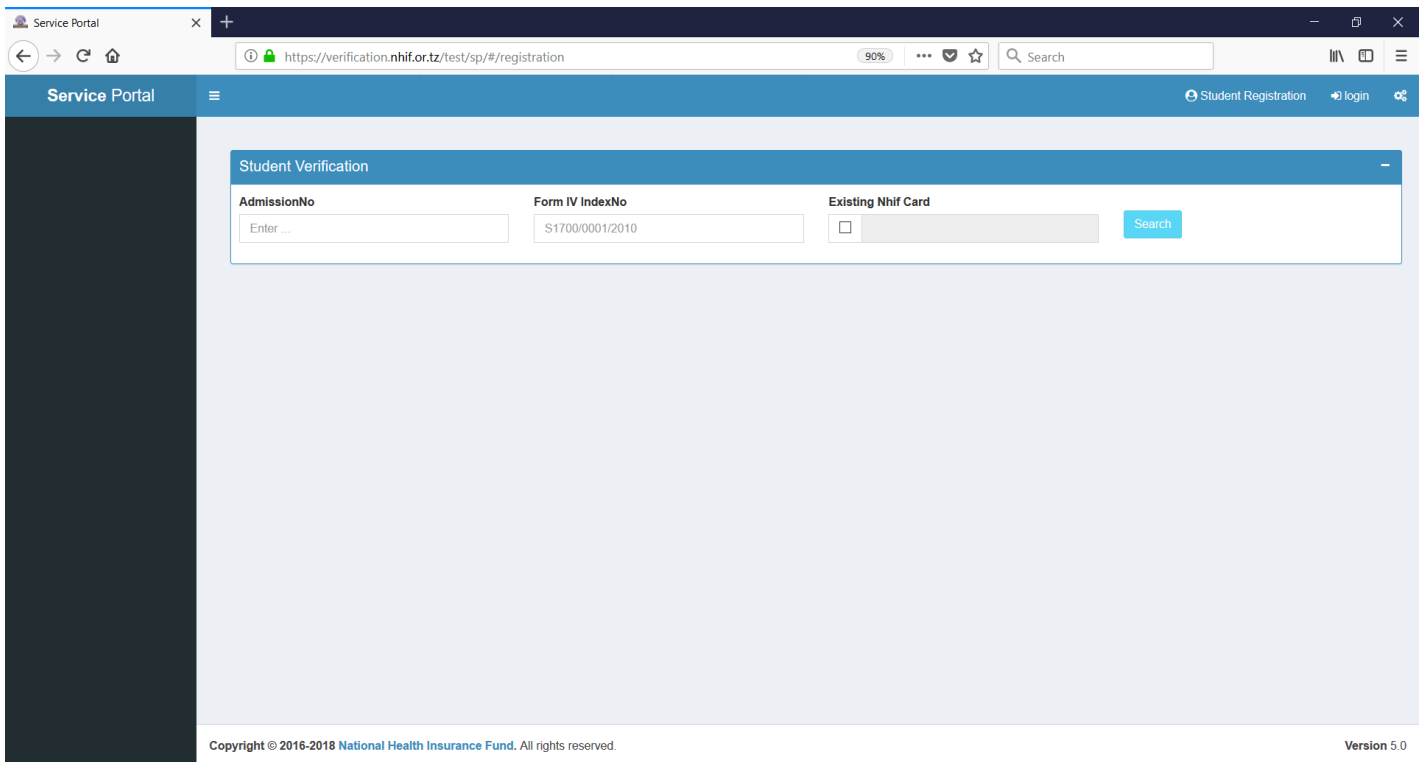
**LINK**

The portal can be reached at the following web address:

<https://verification.nhif.or.tz/sp>

**Steps**

1. Enter the specified browser into the web browser (Mozilla, Google chrome most preferably) and the following page shall appear.



The screenshot shows a web browser window displaying the NHIF Student Verification Portal. The browser's address bar shows the URL <https://verification.nhif.or.tz/test/sp/#/registration>. The page features a blue header with the text "Service Portal" on the left and "Student Registration" and "login" on the right. Below the header is a "Student Verification" form with three input fields: "AdmissionNo" (containing "Enter ..."), "Form IV IndexNo" (containing "S1700/0001/2010"), and "Existing Nhif Card" (containing a checkbox). A blue "Search" button is located to the right of the "Existing Nhif Card" field. At the bottom of the page, there is a copyright notice: "Copyright © 2016-2018 National Health Insurance Fund. All rights reserved." and the text "Version 5.0".

2. Enter **the Admission Number, Form IV Index Number** and **Existing NHIF Card Number** (optional, If the students possess the card through parent, guarding etc)

The screenshot shows a web browser window with the URL <https://verification.nhif.or.tz/test/sp/#/registration>. The page title is "Service Portal" and the breadcrumb is "Student Registration". The main content area is titled "Student Verification" and contains the following form fields:

AdmissionNo	Form IV IndexNo	Existing Nhf Card	
<input type="text" value="UDSM/01/CS/2018/19"/>	<input type="text" value="S0172/0031/2015"/>	<input checked="" type="checkbox"/> <input type="text" value="01-NHIF999"/>	<input type="button" value="Search"/>

At the bottom of the page, there is a copyright notice: "Copyright © 2016-2018 National Health Insurance Fund. All rights reserved." and the version number "Version 5.0".

- Click the **Search Button** after filling in Admission Number, Form IV Index Number and optional Existing NHIF Card Number. The portal shall display the basic information of the student whereby the student shall be required to fill in the rest of the information.

Service Portal

Student Registration login

### Student Verification

**AdmissionNo**

**Form IV IndexNo**

**Existing Nhif Card**


**Member's Details**

FirstName: LIVING MiddleName: HENRY Surname: MOREWA Gender: MALE DateOfBirth: Jun 27, 1998	UniversityName: UNIVERSITY OF DAR ES SALAAM ProgramOfStudy: DOCTOR OF MEDICINE(MD) ProgramDuration: 5 Years MobileNo: 0876544342 IsVerified: false
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**College Name**

**Mobile No**

**Email**

  
 No file selected.

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4. Fill in the College Name, Mobile Number, Email address and upload a Passport sized photograph by clicking the browse button and select the desired photo.
5. Click the Submit button to complete the process.

**Student Verification**

AdmissionNo: UDSM/01/CS/2018/19

Form IV IndexNo: S0172/0031/2018

Existing Nhif Card:  01-nhif44 Search

**Member's Details**


FirstName: LIVING  
 MiddleName: HENRY  
 Surname: MOREWA  
 Gender: MALE  
 DateOfBirth: Jun 27, 1998

UniversityName: UNIVERSITY OF DAR ES SALAAM  
 ProgramOfStudy: DOCTOR OF MEDICINE(MD)  
 ProgramDuration: 5 Years  
 MobileNo: 0876544342  
 IsVerified: false

College Name: College of Engineering & Technology

Mobile No: 0876544342

Email: dmalunda@nhif.or.tz Submit

  
Browse... No file selected.

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