



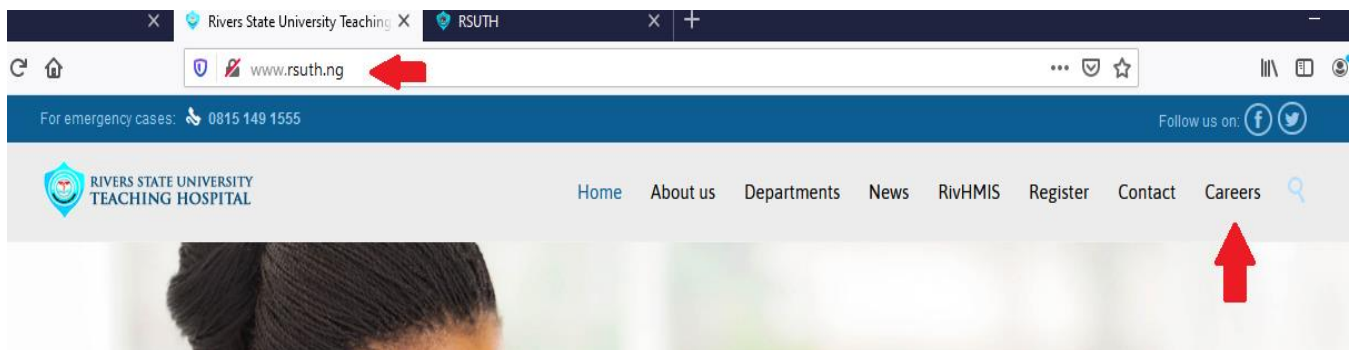
USER GUIDE FOR RSUTH INTERNSHIP APPLICATION

INTRODUCTION

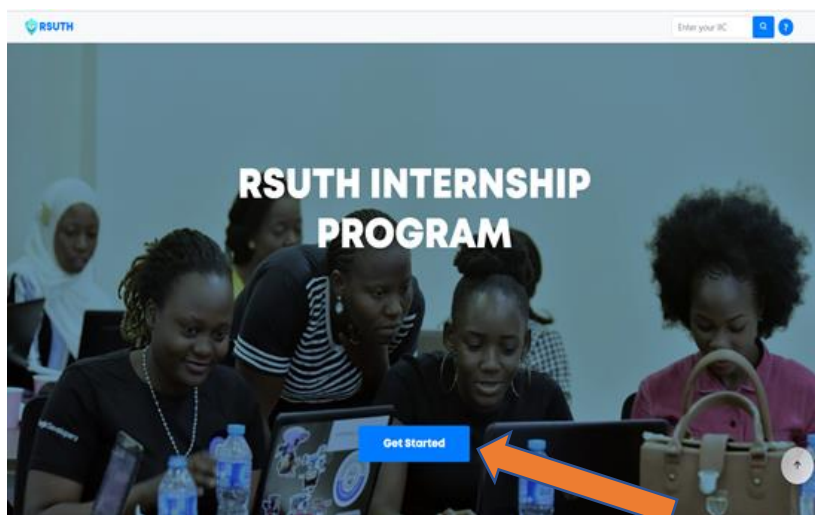
This document is a user guide for the RSUTH Internship online application process.

HOW TO APPLY

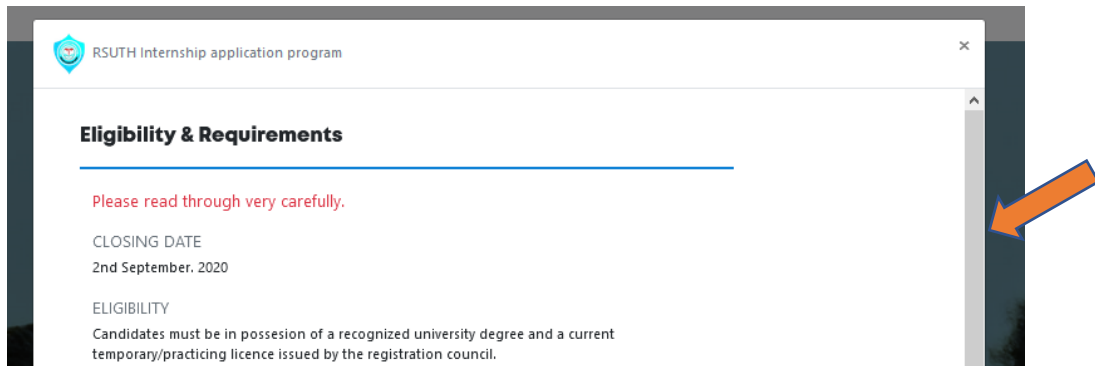
- Launch Mozilla Firefox browser
- Log on to www.rsuth.ng and click on the Careers Menu



- Click on Get Started



- Scroll through to carefully read the Eligibility requirements



- Enter your email address, select a role from the drop-down list box and click “Apply Here”

Generate Interns Identification Code

An email with your Internship Identification Code (IIC) will be sent to your email address, please ensure to keep it safe for reference purposes.

Enter your Email

Email

Role

Choose...

House Officer

Intern Pharmacist

Intern Medical Lab Science

Intern Optometrist

Intern Radiographer

Intern Physiotherapist

Intern Nursing

Apply Here

- Fill in your details and click on “Pay and Continue”.

Internship Application form

Please see requirement details above before completing this Application

First Name *	Last Name *	Other Names
<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender *	Date of Birth *	Marital Status *
<input type="text" value="Choose..."/>	<input type="text" value="mm / dd / yyyy"/>	<input type="text" value="Choose..."/>
Phone *	Email *	
<input type="text"/>	<input type="text" value="ayakoenobong@gmail.com"/>	
City	Address *	
<input type="text"/>	<input type="text"/>	
Nationality *	State of origin *	LGA of origin *
<input type="text" value="Choose..."/>	<input type="text" value="Choose..."/>	<input type="text" value="Choose..."/>

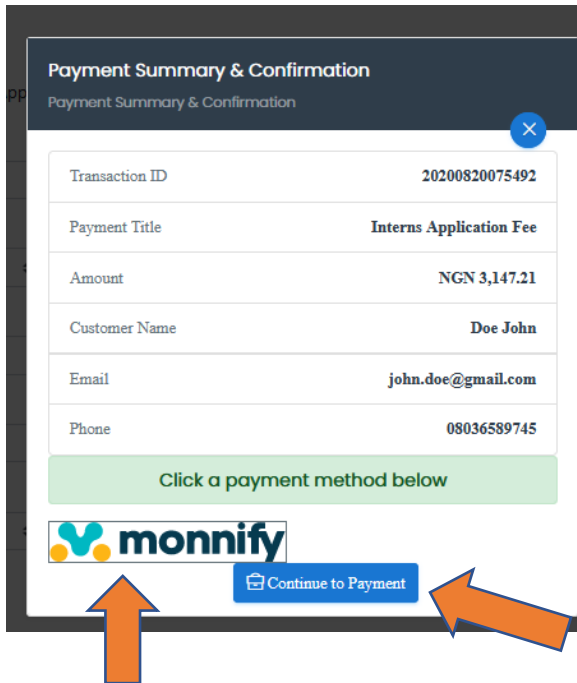
- Click Continue to proceed with the payment process.

Payment Summary & Confirmation

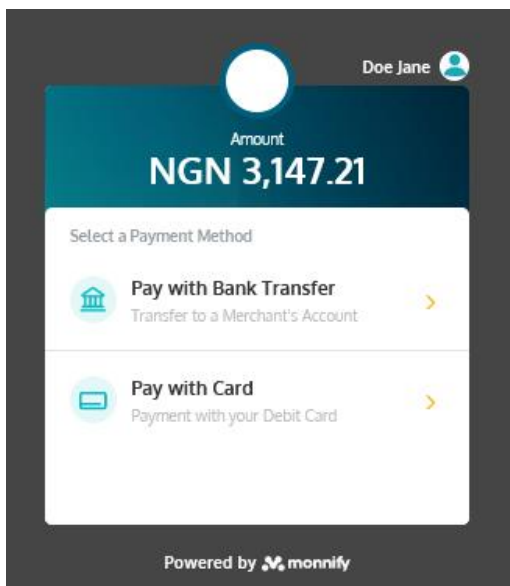
Payment Summary & Confirmation

Amount	NGN 3,000.00
Gateway Charges	NGN 47.21
Convenience Fee	NGN 100.00
Total	NGN 3,147.21
Title	Interns Application Fee
Customer Name	Doe John
Email	john.doe@gmail.com
Phone No	08036589745

- Click on **Monnify** and then Click continue to payment



- Select Payment Method (either Bank Transfer or Pay with Card) and follow instructions till the end of the payment process



- After the payment process, you will receive an email confirming the status of your payment.

- Fill Qualification details and Click on “Save”.

Qualifications

Basic Qualification	Certificate
<input type="text"/>	<input type="text"/>
Institution	Date
<input type="text"/>	<input type="text" value="mm / dd / yyyy"/>
Additional Qualification	Certificate
<input type="text"/>	<input type="text"/>
Institution	Date
<input type="text"/>	<input type="text" value="mm / dd / yyyy"/>
Licence/Registration Number	
<input type="text"/>	

Activate Windows

- Click on the drop-down list box to select the document name then click in the Click to upload box to upload document.

Upload Documents

Select Document

Choose...

application letter

Curriculum Vitae

Passport photograph

Licence/registration.

Degree certificate

Statement of result

Drop files here or click to upload.
(Only .jpg and .pdf files can be uploaded here Max. 3mb)

- When you have uploaded all documents
- Click “Finish” to preview and Submit your application.

FAQS

1. How do I get my IIC?

ANS: Check the email sent to you from payPanel.
The code beside **ID With Vendor** is your **IIC**

[View as a web page](#)

Hello Test Applicant

Your payment via payPanel has been acknowledged and details below

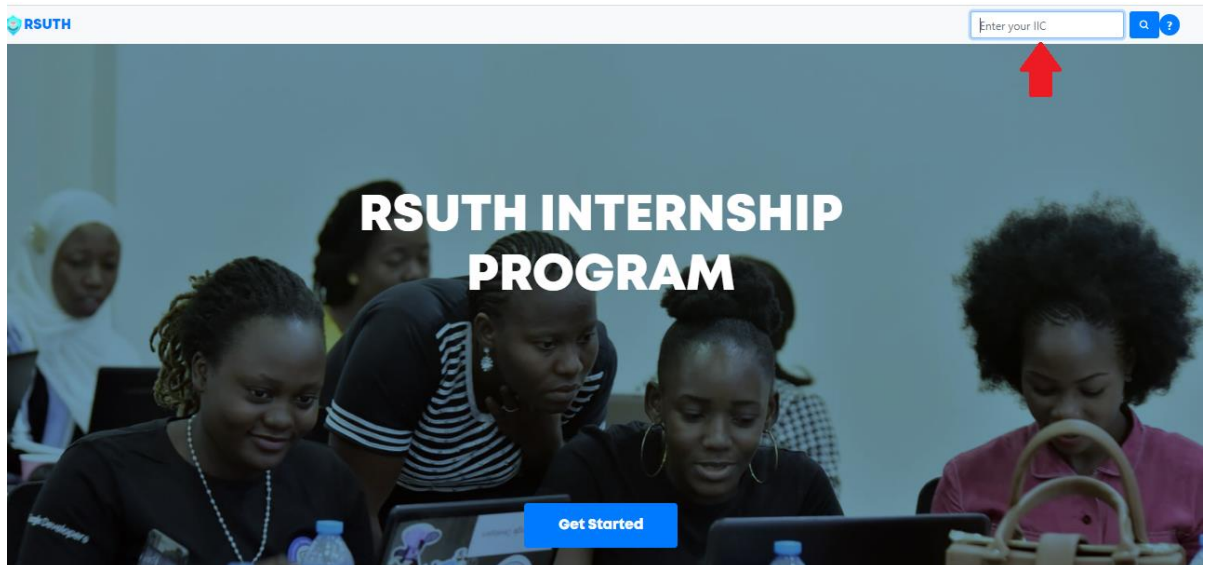
- Vendor: RSUTH
- ID With Vendor: SBMY55693 ← **IIC**
- Customer Name: Test Applicant
- Phone No: 0803000000
- Email: test.applicant@gmail.com
- Transaction Ref: 20200817040329
- **Status: Approved Successful**
- Amount: NGN 3,147.21

Our Best Regards

payPanel Team

2. I navigated out of the application page please how do I get back to my application?

ANS: Reload the application page and enter your IIC in the text box provided as shown below



RSUTH

Enter your IIC


RSUTH INTERNSHIP PROGRAM

Get Started

3. How do I view the documents I uploaded?

ANS: You can view the documents uploaded by clicking on the link to the file uploaded as shown in the image below.

UPLOADED DOCUMENTS

passportphotograph.png
applicationletter.pdf
curriculumvitae.pdf 
registration..pdf
degreecertificate.pdf
o'levelcertificate..pdf
firstschoolleavingcertificate..pdf
lgaidentificationletter..pdf
agedeclaration.pdf
recommendationletter1.pdf
recommendationletter2.pdf
passportphotograph.jpg

Close

Print