The MMUST Student ERP Portal can be accessed from the University website (Staff and Student Portal (New)) or directly through this link: https://myportal.mmust.ac.ke

Fig. 1. Login Page

FOR ALL STUDENTS:
The **Username** for ALL the Students is their EMAIL ADDRESS which can either be the customized MMUST email address or personal email address (e.g. bacb01-021182019@student.mmust.ac.ke or victorsirima@gmail.com)
Enter default **password** (Password@123). Students are advised to change their password from the default after updating their profile.

Then Click `<LOGIN>`

**Complete Profile Setup:**
Click on <Complete Profile Setup> at the center of the page.
Upload your passport and fill in your personal data, County, Date of Birth, Next-of-Kin, etc. and the system goes to the page 2 to update the primary and post primary records with the KCSE Mean Grade. Click <Update> once completed. You are required to fill all fields on the page as ALL is mandatory!
Please note that changes will not be saved until you click <Update>.

![Fig. 3. Student Dashboard before Reporting.](image)

Once updated the whole student modules are loaded and the student dashboard is also displayed with a welcome page.

**NOTE:** All students are expected to “REPORT OFFICIALLY” by clicking on the ‘click here to report’ for the semester. Until a student report, all the fee schedule are not loaded or activated on the student user profile.

![Fig. 4. Student Dashboard after Reporting.](image)
PROFILE
The Student Profile is a summary of the updated information of the student as provided after the first successful login.

Click on **Edit Profile** to update any other information omitted or not provided earlier while updating the Student Profile details. Click on **Update** when done.