

Registrations are made online from the EDUKA portal, follow the steps ...

To complete a registration or re-registration process, log in to Eduka (link below):

<https://www.eduka.lflp-lagos.com/login>

I choose my language:

The screenshot shows the Eduka login interface. At the top right, there is a language selection dropdown menu currently set to 'Français'. A modal window titled 'Sélection de la langue' is open in the center, prompting the user to choose the display language. The modal lists two options: 'English / English' and 'Français / French'. Below the modal, the login form is visible, including fields for 'Adresse e-mail' and 'Mot de passe', along with a 'Connexion' button. The page footer contains contact information for Lycée Français Louis Pasteur, including the address (16 Younis BASHORUN street - Victoria Island, Lagos - NIGERIA) and phone number (234) 1 270 05 45/46.

a) I already have an Eduka account:

I enter my email

I enter my
password

b) I do not have an Eduka account:

I select
"Create an
account"

I select the
situation that
suits me

... and fill in the requested informations

Create your account for one or two guardians.

Create an account


Please fill in the form below in order to initialize your access to the system for two persons who will be registered as legal guardians of the student(s) that you will enroll. If you wish to enroll students that have different legal guardians, an option will be available to you on the student enrolment form. If you are enrolling as a single parent family, please leave all fields blank on the right hand side.

Access for guardian 1

E-mail address: ⓘ
Family name:
First name:
Password: ⚠
Confirm password:

Access for guardian 2

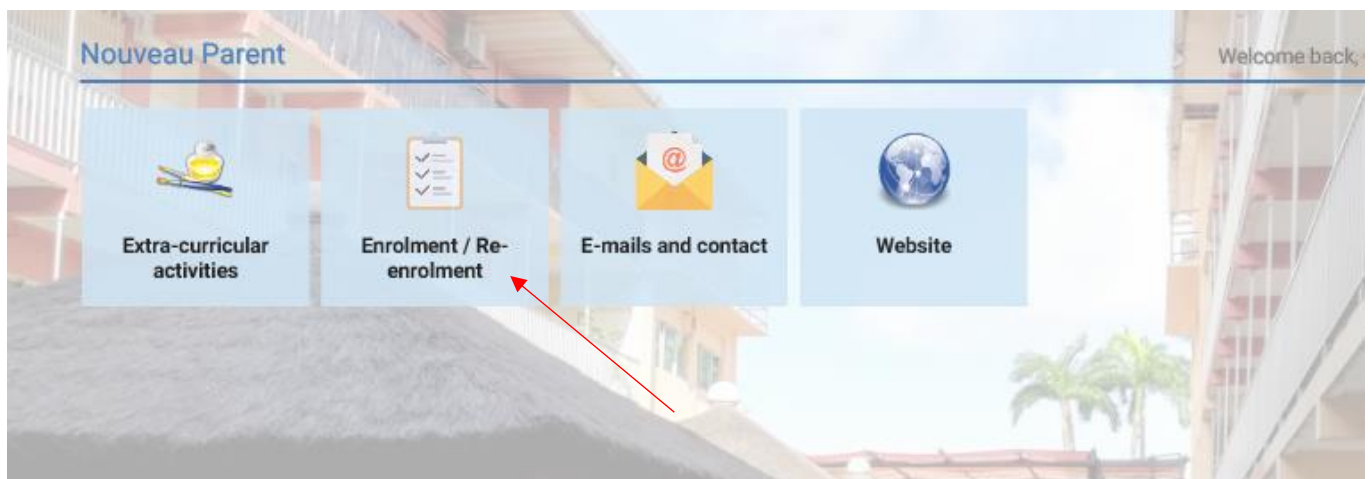
E-mail address: ⓘ
Family name:
First name:
Password: ⚠
Confirm password:

 Validate account creation

 Back to the previous page

An email will be sent to you to activate your account

Select the "Enrolment / Re-enrolment" button



Nouveau Parent Welcome back

- Extra-curricular activities
- Enrolment / Re-enrolment**
- E-mails and contact
- Website

LYCEE FRANÇAIS LOUIS PASTEUR
French School Lagos

16 Younis BASHORUN street - Victoria Island
Annex - P. O. BOX 72172 - Lagos – NIGERIA

Téléphone : + 234 1 270 05 45 ou 46 - E-mail : lyceefrançais@lyceefrançaislagos.com

Select "Create a new file for 2019/2020 "

Enrolment / Re-enrolment Navigation

Enrolment | Withdrawal

To start the enrolment process for a new student, please create a registration file by clicking the button below. Once your application is complete and submitted, your file will be processed by the administration. You will be able to reconnect at any time on Eduka in order to be informed of the evolution of your file.

I declare to wish to become a member of Association Française de Nigeria to be able to register my children at Lycée Français Louis Pasteur-Lagos. I declare that I recognize the objects of the Association, that I accept the terms of its constitution, its internal bye-laws and its financial policy put at my disposition in the administration office of the school. I am aware of my rights, duties and liabilities and accept to pay the subscriptions fees of my kids to attend the LFLP-Lagos for the year 2019-2020 or to provide a third-party payment form.

Fill in the necessary informations

Create a new file for 2019/20 ✕

ⓘ Start of the school year: 02/09/2019

Last name and first name of the new applicant

Last name:




First name:

Birth date:

First and foremost, read the "Financial policy"

Enrolment | Withdrawal

Dupont LOIC File status: **in progress**

 Enrolment application: Application to be sent	 Tariffs: Read before sending	 Payment validation: Waiting for payment
------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------

Select "Enrolment application":

And fill the form with all the requested informations:

Enrolment

TO COMPLETE: 53

Welcome to the enrolment form. Thank you for filling in the requested fields.
At any time, you can save the information you already entered, and continue or submit the form later.
Once all the required information has been entered, please submit the form in order to notify the school.

Submit enrolment file

Student	INCOMPLETE	Schooling	INCOMPLETE	Guardians	INCOMPLETE	Family	INCOMPLETE	Other contacts	OK	Finance/Health	INCOMPLETE
Documents	INCOMPLETE										

Please fill all mandatory fields in Student, Schooling, Guardian, Finance/Health and Documents tabs. Then a "Send" button will be displayed in order to submit the enrolment file to the school.

Civil status of the child

Last name:

First name:

Birth date:

Birth city:

Birth country:

Nationality 1:

Nationality 2:

Gender: Garçon/Boy Fille/Girl

Email:

Passport and Visa

Please provide passport information in the **order of nationality stated in Civil status of the child**

Passport number (nationality 1):

Language information

Spoken language(s):

Is this your child's first expatriation? Oui/Yes Non/No

Is your child already learning French? Oui/Yes Non/No

Is your child already learning English? Oui/Yes Non/No

Level of language

Level of French

French level : Mother tongue: Yes No

French level : Written:

French level : Spoken:

French level : Read:

Level of English

English level : Mother:

Documents must be uploaded in the "Documents tab":

Student **INCOMPLETE** | Schooling **INCOMPLETE** | Guardians **INCOMPLETE** | Family **INCOMPLETE** | Other contacts **OK** | Finance/Health **INCOMPLETE**

Documents **INCOMPLETE**

Documents requested for Dupont LOIC Documents provided: 0/5

- Open Student's passport. This document is mandatory
- Open Student's visa copy. This document is mandatory
- Open Immunization certificate. This document is mandatory
- Open Proof of payment for registration fees. This document is mandatory
- Open Tutoring certificate

Documents requested for Marc DUPONT Documents provided: 0/1

- Open Guardian's passport. This document is mandatory

Documents requested for the family Documents provided: 0/2

- Open Copy of the family book. This document is mandatory
- Open Financial regulation of the school signed. This document is mandatory

To upload a document, select open:

Elève **À REMPLIR** | Scolarité **À REMPLIR** | Responsables **À REMPLIR** | Famille **À REMPLIR** | Autres contacts **OK** | Finance/Santé **À REMPLIR** | **Justificatifs** **À REMPLIR**

Justificatifs demandés pour Dupont LOIC Justificatifs fournis: 0/5

- Ouvrir **Passeport de l'élève.** Ce justificatif doit obligatoirement être fourni
- Ouvrir **Copie du visa de l'élève.** Ce justificatif doit obligatoirement être fourni
- Ouvrir **Carnet de vaccination.** Ce justificatif doit obligatoirement être fourni
- Ouvrir **Preuve de paiement des frais d'inscription.** Ce justificatif doit obligatoirement être fourni

Select "Parcourir" or "Browse":

Your documents ✕

Student's passport - Dupont LOIC

No file has been uploaded yet.

From your computer or smartphone, select your document you wish to upload:

Choisir un fichier à charger ✕

← → ↑ > Ce PC > Bureau > Procédures > Inscription ↻ Rechercher dans : Inscription

Organiser ▼ Nouveau dossier ⋮

	Nom	Date	Type	Taille	Mots clés
<input type="checkbox"/>	Passeport LOIC DU...	22/02/2019 10:12	Fichier JPG	39 Ko	

Nom du fichier :

Once uploaded select "Close":

Your documents ✕

Student's passport - Dupont LOIC

Here is the list of files available for this document. To open a file, click on its name.

Passeport LOIC DUPONT.JPG 38.5 KB, uploaded on 22/02/2019

C:\Users\Alex\Desktop\Proce

The file is now properly updated.

Student	INCOMPLETE	Schooling	INCOMPLETE	Guardians	INCOMPLETE	Family	INCOMPLETE	Other contacts	OK	Finance/Health	INCOMPLETE
Documents											
Documents requested for Dupont LOIC Documents provided: 1/5											
<input checked="" type="checkbox"/>	Open	Student's passport									
<input checked="" type="checkbox"/>	Open	Student's visa copy. This document is mandatory									
<input checked="" type="checkbox"/>	Open	Immunization certificate. This document is mandatory									

Repeat the process for all requested documents.

The supporting documents to be provided (as the case may be) must be scanned and attached to the registration application.

They can also be photographed (in case you are not in possession of a scanner) as long as the quality of the photo is good and the text readable.

Follow all the steps to register your child

Fill in all the tabs.

To send the registration form, fill in all the tabs, fields and validate. Once each tab is filled, a small green sign will appear. The "Guardians" data is recorded by family, you will not have to complete it again for each child.

Student	INCOMPLETE	Schooling	INCOMPLETE	Guardians	INCOMPLETE	Family	INCOMPLETE	Other contacts	OK	Finance/Health	INCOMPLETE
Documents											
INCOMPLETE											

NOTE: CROSSCHECK THE ICONS AND COMPLETE THE MANDATORY FIELDS

INCOMPLETE When you see the sign in the tabs, it means that all information has not been provided.

OK When you see the sign in the tabs, it means that all the information has been provided

Fields marked with a red line are compulsory

Last name	<input type="text" value="LOIC"/>
First name	<input type="text" value="Dupont"/>

LYCEE FRANÇAIS LOUIS PASTEUR
French School Lagos

16 Younis BASHORUN street - Victoria Island
Annex - P. O. BOX 72172 - Lagos - NIGERIA

Téléphone : + 234 1 270 05 45 ou 46 - E-mail : lyceefrançais@lyceefrançaislagos.com


When all information has been provided, select "Submit enrolment file":

Enrolment

Welcome to the enrolment form. Thank you for filling in the requested fields.
At any time, you can save the information you already entered, and continue or submit the form later.
Once all the required information has been entered, please submit the form in order to notify the school.



Thank you, you have now finished entering the required information.
You may now click the button below to submit your file to the school.

 [Submit enrolment file](#)

Student <input checked="" type="checkbox"/>	Schooling <input checked="" type="checkbox"/>	Guardians <input checked="" type="checkbox"/>	Family <input checked="" type="checkbox"/>	Other contacts <input checked="" type="checkbox"/>	Finance/Health <input checked="" type="checkbox"/>	Documents <input checked="" type="checkbox"/>
---------------------------------------------	-----------------------------------------------	-----------------------------------------------	--------------------------------------------	----------------------------------------------------	----------------------------------------------------	-----------------------------------------------

Documents requested for Dupont LOIC Documents provided: 7/7

- [Open](#) Student's passport
- [Open](#) Student's visa copy.
- [Open](#) Immunization certificate.
- [Open](#) School records.
- [Open](#) Certificate of honorable dismissal
- [Open](#) Proof of payment for registration fees.
- [Open](#) Tutoring certificate

Documents requested for Marc DUPONT Documents provided: 1/1

- [Open](#) Guardian's passport

Documents requested for the family Documents provided: 2/2

- [Open](#) Copy of the family book.
- [Open](#) Financial regulation of the school signed.

Sending your enrolment file

We remind you that this application form is not final and that your file will be studied and confirmed by our services.

By this application for enrolment,
We certify the accuracy of the information given And acknowledge that we have been informed that any application for registration entails full and complete adherence to the financial conditions of the school and the tariffs for the year concerned.

OK




Cancel

Application is now sent:

Enrolment / Re-enrolment Navigation

Enrolment Withdrawal

Dupont LOIC File status: **in progress**

 Enrolment application: Application sent	 Tariffs: Read before sending	 Payment validation: Waiting for payment
-----------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------

Create a new file for 2018/19 Create a new file for 2019/20

Repeat this process for each child to be registered