MINISTRY OF SECONDARY EDUCATION

SECRETARIAT GENERAL

MINISTERE DES ENSEIGNEMENTS SECONDAIRES ***********

SECRETARIAT GENERAL

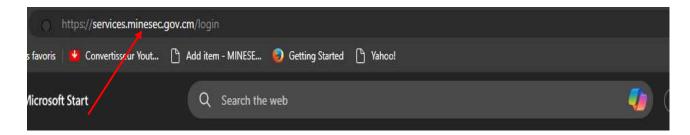
GUIDELINES TO APPLY FOR FINANCIAL SUPPORT ON THE MINESEC-SUBVENTION PLATFORM

CONTENTS

I. HOW TO ACCESS THE PLATFORM	2
1) Access the login page	
1) Access the login page	2
2) Create an account	3
II. PRESENTATION OF SOME INTERFACE TOOLS	4
III. HOW TO APPLY FOR SUPPORT	C
Fill in your bank account details	
1) FIII III your bank account details	
2) Apply for support	. 6

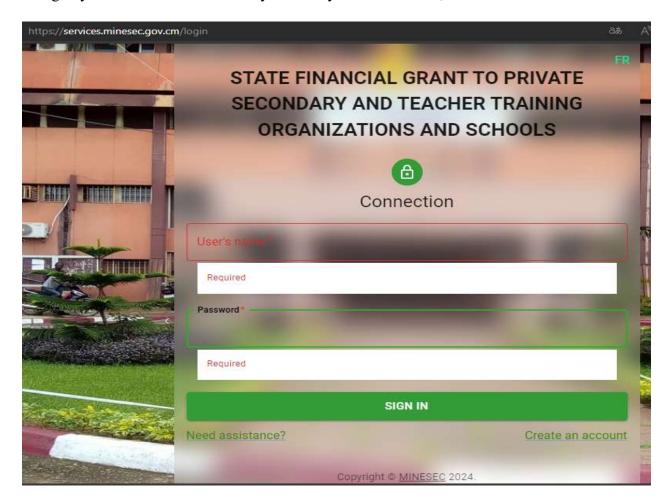
I. HOW TO ACCESS THE PLATFORM

- 1) Access the login page
 - To access the login page, you need to:
- Open a browser;
- ❖ Enter the following URL in the browser address bar: https://services.minesec.gov.cm



The login page below will appear

❖ Log in your account information if you already have one. If not, create an account.

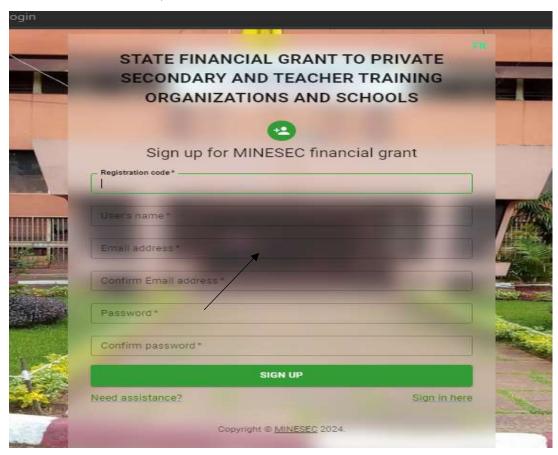


NB: If you have any problems, click on <u>Need assistance?</u>

2) Create an account

To create an account

Click on Create an account;

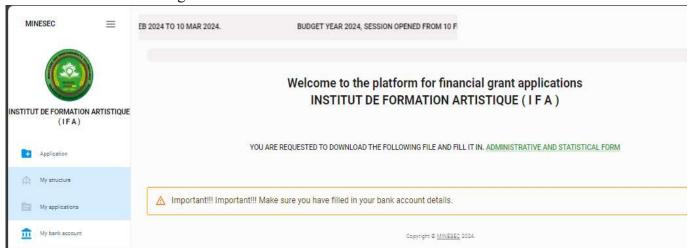


❖ Fill in the information (*your MINESEC registration code*, *your username*, *E-mail address and password*) on the page that appears below;

Warning: the password must contain at least 8 characters, including one capital letter, one number and one special character

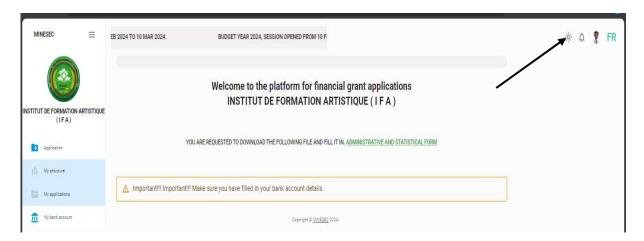
❖ Click at the end on **CREATE ACCOUNT**

The following page will be generated, with the name of your structure. Example: The IFA structure is connected to the image below.

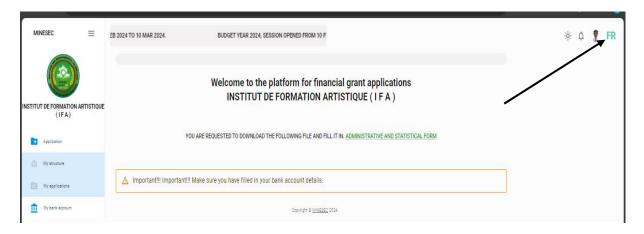


II. REPRESENTATION OF SOME INTERFACE TOOLS

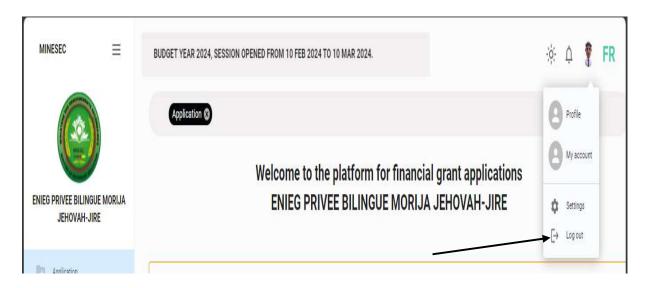
To change the background colour



To change the language



To log out



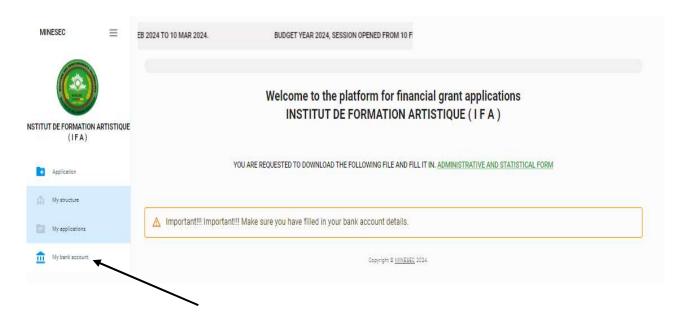
III. HOW TO APPLY

Useful tips before you proceed with the application

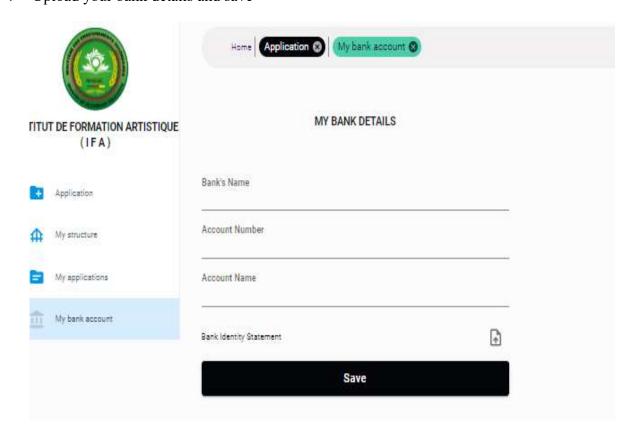
- Please fill in your bank account details.
- Gather all the digital documents in image or PDF format that make up your application before you start.

1) Fill in your bank account details

Click on My bank account



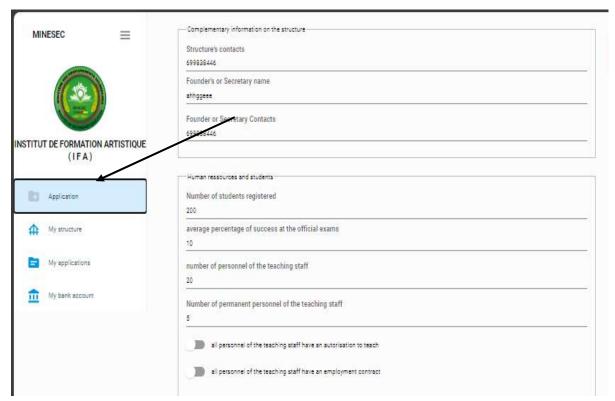
- ❖ Enter the name of the bank, account number, and the account name
- Upload your bank details and save



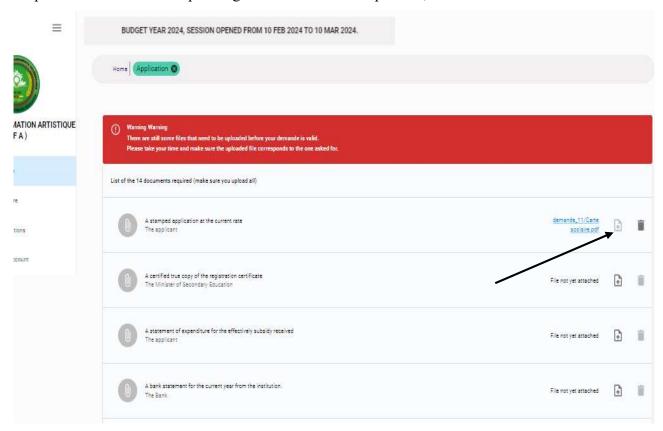
2) Apply for the support

Once you have logged in, you can submit your application. How does it work?

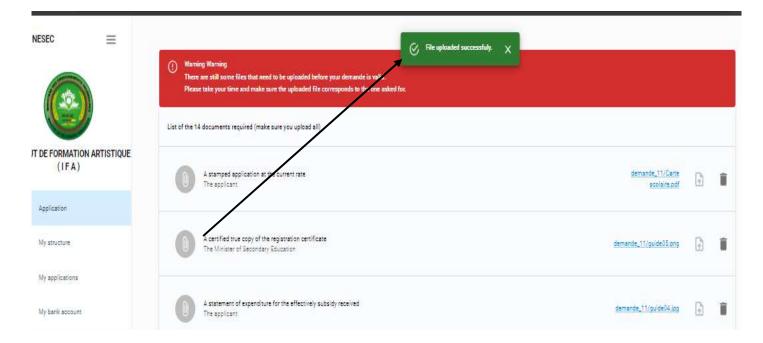
Click on New Application;



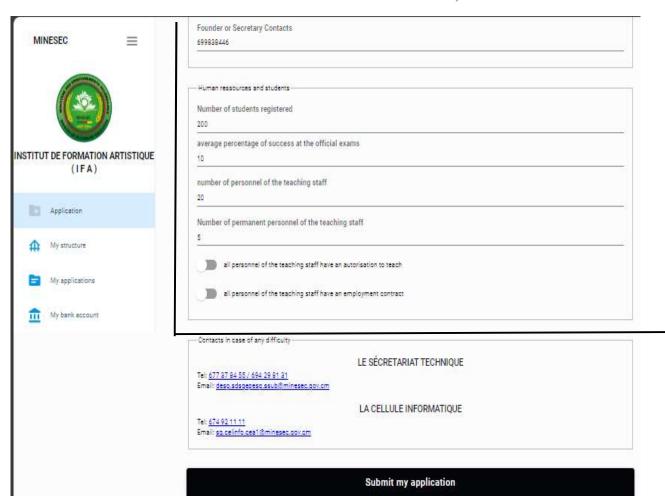
• Upload all the files corresponding to the documents requested;



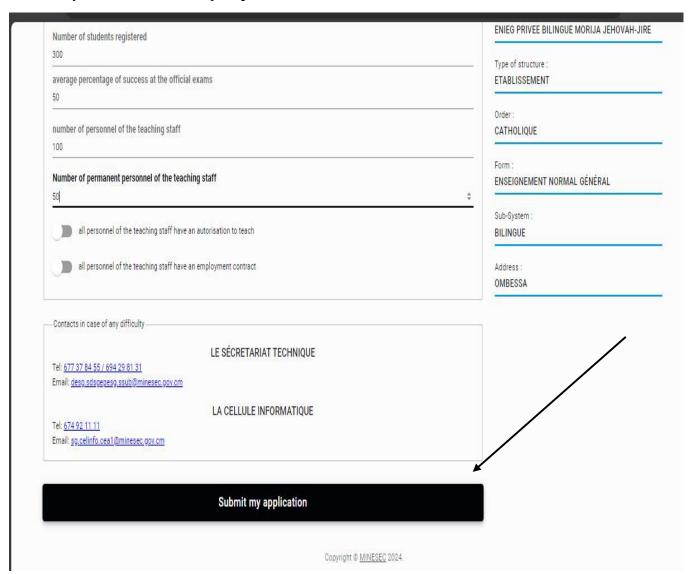
Note: It is impossible to upload the same file more than once. So, please make sure that all the files have been uploaded.



❖ Then fill in the information in the box below and mark it if it is correct;



❖ Finally, click on **Submit my request**.



Once your application has been successfully submitted, you can download or print your application form directly.

						100
DEMANDE SUCCESSFULY SAVED						
	RÉPUBLIQUE DU CAMEROUN Paix-Travail-Patrie		REPUBLIC OF CAMEROON Peace-Work-Fatherland			î
MINIST	FÈRE DES ENSEIGNEMENTS SECO	ONDAIRES	MINISTRY OF SECONDARY EDUCATION			
	SECRÉTARIAT GÉNÉRAL		SECRETARIAT GENERAL			- 1
D		NCIÈRE DE L'ÉTAT AUX ORGAN TONS PRIVÉS D'ENSEIGNEMEN	ISATIONS ET AUX ÉTABLISSEMENTS T SECONDAIRE ET NORMAL			
		ANNÉE BUDGETAIRE 2024				
STRUCT	TURE:	ENIEG PRIVEE BILINGUE MORIJA	A JEHOVAH-JIRE			
NUMÉRO	O D'IMMATRICULATION :	55H5HN2GNBD0195117		e:		
NOM DU	J RESPONSABLE :					
ORDRE:	20	CATHOLIQUE		27		
TYPE:		ENSEIGNEMENT NORMAL GÉNÉ	RAL	io.		
RÉGION	is .	CENTRE		17		
DÉPART	EMENT:	MBAM-ET-INOUBOU		27		
ARRONE	DISSEMENT:	OMBESSA		20		
EMAIL:		nicolaseman0777@gmail.com		io.		
PIÈCES	S JOINTES:					
						*
				I don't want to print	Download PDF	Print

CONCLUSION

- You can change your request at any time as long as the session is open. Once this time expires, your request will no longer be accessible.
- The form generated contains information to support your application.