DEPARTMENT OF HIGHER EDUCATION SCIENCE RESEARCH AND TECHNOLOGY

NOAS

NATIONAL ONLINE APPLICATION SYSTEM

STUDENT USER GUIDE

MyData

MyChoice

MyProgramme

#myNOASmyLIFE
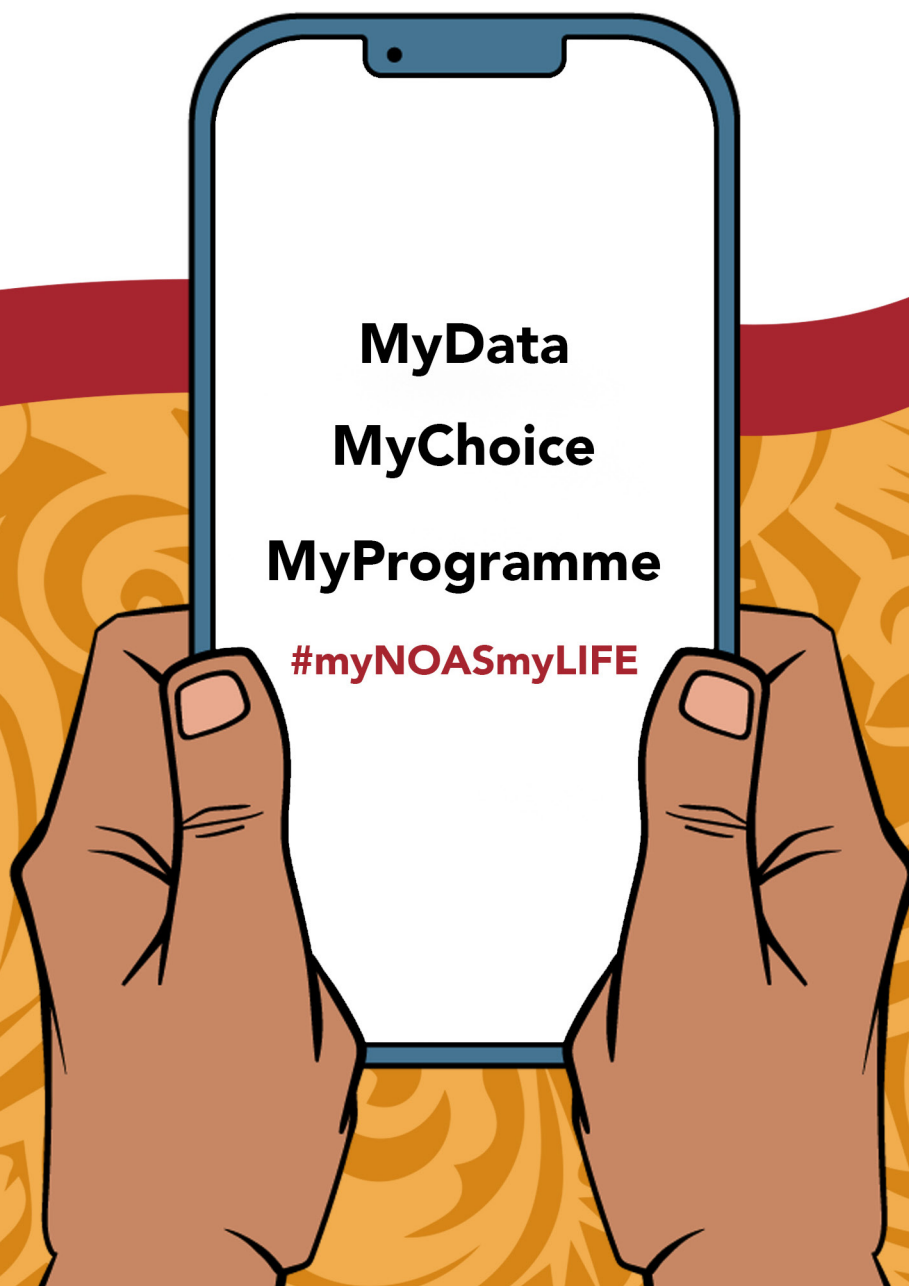
PREFACE

This guide provides step-by-step instructions for applicants to use the National Online Application System (NOAS). By law, [1]the Department of Higher Education Research Science and Technology (DHERST) is responsible for facilitating a transparent admission process for admission into registered tertiary institutions in Papua New Guinea.

Previously, national admission was facilitated through paper-based selections where grade 12 school leavers and non-school leavers would apply through filling and submitting hard-copy applications. Since 2017, in implementing national sectoral Reform agenda and the GoPNG's policy direction to digitize the sector, the National Online Selection System (NOSS) and the National Online Application System (NOAS) are now facilitated by the DHERST, replacing the paper-based process.

Stipulating from DHERST functions, the NOAS and NOSS improve efficiency and promote equality and equity in and during application as well as facilitate the selection processes of applicants to registered Higher Education Institutions (HEIs) of their choice.

The National Online Application System (NOAS) is the student's interface. This is the online portal where the student applicant (grade 12 student, non-school leaver applicant and overseas applicant) logs in to fill in their application. Each account is unique to the student applicant, and students are strongly advised to maintain access confidentiality. It is mandatory that all student applicants are assigned and created NOAS accounts.

Student applicants are also encouraged to read and inform themselves on programme requirement as made available in the Programme Booklet. All users are encouraged to download and read also the NOAS Manuals which provides more instructions on how to fill application, how to change choices, the Grace Period, and selection results.

The NOAS interrelation with NOSS allows the NOAS users to view in real time any updates made in relation to programme requirement (by the selector through NOSS), or other important announcements regarding the application cycle.

NOAS restricts applicants to view programmes for which they are eligible to apply for, per the programme minimum requirement- which includes subject combinations. In the event you notice that your subject combination, gender or name is wrong or incorrect, you must immediately inform your school principal so that your accurate information is updated by October of this year.

Should you require any additional assistance or support, please reach out to our support team by email: noassupport@dherst.gov.pg

On behalf of the DHERST and NOAS Support Team, we wish you all the Best in this Year's NOAS cycle. We take this opportunity to thank you too for your collaboration and your contribution in our country's nation building. In the Spirit of Unity; Happy Golden Jubilee.

Yours in service,
DHERST NOAS Support Team

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[1]Higher Education General Provisional Act 2014 amended 2020

CONTENT

LIST OF ACRONYMS

AGR	Agriculture College
AUS AWARD	Australian Award
CES	Confidential Evaluation of Student
DAT	Differential Aptitude Test
DHERST	Department of Higher Education, Research, Science and Technology
DWU	Divine Word University
CDE	Centre for Distance Education
FAQ	Frequently Asked Questions
GR11	Grade Eleven
GR12	Grade Twelve
GPA	Grade Point Average
HEI	Higher Education Institution
HELP	Higher Education Loan Program
ICT	Information and Communication Technology
ITI	International Training Institute
MSD	Measurement Service Division
NAP	National Admissons Pool
NDoE	National Department of Education
NOAS	National Online Application System
NOSS	National Online Selection System
NSL	Non-school Leaver
PAU	Pacific Adventist University
PNG	Papua New Guinea
QR	Quick Response
SAT	School Application Tool
SL	School Leaver
SLF	School Leaver Form
STAT-P	Special Tertiary Admissions Test
TEAC	Teachers Colleges
TESAS	Tertiary Education Study Assistance Scheme
TECH	Technical Colleges
UOG	University of Goroka
UOT	Papua New Guinea University of Technology
UPNG	University of Papua New Guinea
URL	Uniform Resource Locator

HOW TO BEST USE THIS GUIDE

Throughout this guide, you will notice three (3) main icons and texts.

NOTE

This indicates supplementary explanations and useful tips on how to best apply for HEI programmes using the NOAS. Important dates are also mentioned here.

TERMS

This segment will include definitions and explainations to further understand a term used in the context of the NOAS Student User Guide.

CAUTION

This indicates restrictions, warnings, precautions and also provides safety tips to follow.

Chapter 1: Overview of the National Online Application System (NOAS)

The National Online Application System (NOAS) is a centralized digital platform administered by the Department of Higher Education, Research, Science and Technology (DHERST) to manage the admission of students into in-country tertiary institutions in Papua New Guinea. Launched in 2018, the system serves as the primary tool for Grade 12 school leavers—and non-school leavers—to apply for higher education programmes.

The online platform was created to replace the inefficient School Leaver Form (SLF) process, which relied on paper-based applications. By digitizing this process, NOAS enables applicants to:

- View available tertiary programmes in real time.
- Increased Choices and Flexibility
- Better Alignment with Academic Eligibility
- Access to Essential Programme Information
- Readjust their application choices during the grace period

The system enhances efficiency, reduces errors, and ensures that students are selected based on academic merit, in line with the applicant's career goals.

In accordance with **Section 8M of the Higher Education (General Provisions) Act 2014 (as amended), DHERST is mandated to perform a central admission function.** As part of this function:

- All Higher Education Institutions (HEIs) approved by the National Higher and Technical Education Board (NHTEB) are automatically registered within NOAS.
- All programmes accredited by NHTEB are likewise registered within the system.

This ensures that only recognized institutions and quality-assured programmes participate in the national selection process, upholding standards across the higher education sector.

Chapter 2: Benefits of Using the National Online Application System (NOAS)

The National Online Application System (NOAS) offers a wide range of benefits for the students. By digitizing and centralizing the application process, NOAS enhances efficiency, accessibility, and transparency in student admissions across Papua New Guinea.

NOAS empowers students with tools and features that improve their chances of securing a place in a higher education institution, while making the process more user-friendly and data-driven.

1. Efficient and Accessible Application Process
- Students can complete and save applications online from any location with internet access, removing the need for travel or paper submissions.
- The system ensures equal access for all students, including those in rural and remote areas.

2. Transparent, Merit-Based Selection
- NOAS ensures that selection into tertiary programmes is based on academic merit, providing a fair and neutral admissions process.
- Only accredited programmes and registered institutions participate in the national selection, maintaining integrity and quality of programmes. This guarantees qualification recognition against the National Qualification Framework.

3. Integration with Other Services
- STAT-PNG Integration: Students can register to sit the Special Tertiary Admissions Test (STAT-PNG) directly through their NOAS account.
- HELP Integration: Students accepted into registered institutions are eligible to apply for the Higher Education Loan Program (HELP) using the same NOAS account.
- Aus Award: Commencing 2025, Australia Awards (scholarship) are available for some programmes. Scholars selected through NOAS may be eligible for scholarship.

4. Informed Decision-Making
- NOAS provides detailed information on each programme, including:
  - o Minimum GPA and subject prerequisites
  - o Programme descriptions
  - o Number of available spaces
  - o Residential requirements (e.g., boarding availability)
- Students are guided to apply for programmes aligned with their subject combinations and eligibility.

5. Multiple Choices and Flexibility
- Students can apply for up to five programme choices, enhancing their selection opportunities.
- Backup Choices: In addition to the five main choices, students can nominate backup programmes to be considered if their primary preferences are unsuccessful. Backup choices must be distinct from the original five.

6. Grace Period for Final Review
- A Grace Period is enabled once Grade 12 final examination results are released and uploaded in the selection system.
- During this period, students can adjust and confirm their final choices based on their academic results.

7. Admissions Pool
- If a student is not selected for any of their five choices or backup options, they may be considered for placement in other programmes via the Admissions Pool, provided they meet entry requirements.

8. Real-Time Tracking
- Students can track the status of their applications and receive timely updates and notifications from

Chapter 3: Preparing for NOAS

Before logging into the National Online Application System (NOAS), applicants should take the time to prepare adequately. This chapter outlines important steps and considerations to help ensure a smooth and informed application process.

3.1 Research more on HEIs and Programme Requirements

Before selecting your programme choices in NOAS, applicants are strongly encouraged to research the various Higher Education Institutions (HEIs) and the accredited programmes they offer.

Key actions during this research phase include:
- Go online and visit official university or college websites, or social media platforms.
- Review admissions handbooks or programme brochures by contacting the admissions offices directly to request a copy.
- Consult your School Guidance Officers or Career Counsellors.
- Contact Higher Education Institutions directly for clarification, if needed.

Key information to focus on:
- Programme structure (e.g., duration, course modules, delivery mode).
- Required subject combinations to meet entry eligibility.
- Tuition and fee structures.
- Career pathways associated with the qualification.
- Campus location (particularly for multi-campus institutions).

Conducting thorough research will help you make informed decisions about which institutions and programmes align with your academic background and long-term career goals.

3.2 Understand General Entry Requirements

Applicants are classified into two categories within NOAS: School Leavers and Non-School Leavers. Each category has specific entry requirement, and understanding these differences is crucial. Selectors from HEI set requirement and these are made available in student accounts. These may include;

For School Leavers (Grade 12 students):
- Minimum GPA requirement set by each institution or programme.
- Required subject combinations aligned with the programme of interest.
- Differential Aptitude Test (DAT) scores (where applicable).
- STAT-PNG exams required by some institutions.

For Non-School Leavers:
- Minimum GPA requirement based on previous academic transcripts.
- Required subject combinations relevant to the chosen programme.
- STAT-PNG or other entrance tests as specified by the HEI.
- Work experience, references, or additional documentation, as required by the institution or programme.

All applicants must make sure they meet both the academic and non-academic requirements before submitting their application. Programme-specific requirements are available in the NOAS platform and can also be found in the *MyEligibleProgramme* Feature in NOAS.

Use the checklist in the next chapter to stay organized and prepared for your application.

3.3 Application fees

Whilst most programmes on NOAS do not require application fees. Some programmes may require applicants to pay a non-refundable application fee. The amount and payment methods vary across institutions. Check against each programme to verify whether or not application fee is required. **This may be the case for non-school leaver applicants and STAT-PNG tests.**

Important Reminders
- Application fees can typically be paid via:

    o Mobile banking
    o Bank deposits
    o EFTPOS transactions

- Always retain your payment receipt or bank deposit slip. You may need to upload it as part of your application documentation or present it upon request.

> **NOTE**
>
> Your application may not be considered complete without proof of payment. Be sure to check the specific instructions from each HEI. For STAT-PNG applicants, follow payment instructions as provided on STAT-PNG page.

Chapter 4: Getting Started with NOAS

This chapter will guide you through the initial steps of accessing your NOAS student account, understanding the login process, and navigating the landing page.

4.1 How Do I Access NOAS?
Accessing the National Online Application System (NOAS) starts with the invitation process coordinated by your school. Every Grade 12 School Leaver will receive a formal Invitation Letter issued by the Principal or Deputy Principal of their school.

The invitation letter includes login credentials—a unique username and password—to access your NOAS student account.

> **NOTE**
>
> You cannot access NOAS without the invitation letter from your school

Checklist: What You Need to Access NOAS

☑ A computer, laptop, tablet, or smartphone with a web browser (e.g., Chrome, Firefox).

☑ A stable internet connection (Wi-Fi, data hotspot, or school network).

☑ Your invitation letter from the school, containing:

- Your username
- Your password

☑ A quiet and distraction-free environment to complete your application

4.2 The NOAS Website and Landing page

To access the NOAS, type the link below:

https://apply.dherst.gov.pg

Follow these steps to log in:
1. Open your preferred web browser
2. In the address bar, type: https://apply.dherst.gov.pg

https://apply.dherst.gov.pg 🔍

3. Press Enter. This will take you to the NOAS Landing page.

**Department of Higher Education
Research Science & Technology**

Welcome to the National Online Application System (NOAS). This is the official site Grade 12 school leavers and current non-school leavers (NSL students) must use to apply for studies in registered Higher Education Institutions. By Law, DHERST is mandated to facilitate a transparent efficient national admission of students into registered (PNG) higher education institution. NOAS therefore is one of PNG Government's many contributions to the higher education sector, and specifically for national selection.

2025 IMPORTANT ANNOUNCEMENTS FOR APPLICANTS

The NOAS cycle for 2026 Academic year will commence on August 4th 2025. Grade 12 student applicants' credentials will be issued through school patrons. DHERST will also advice non-school leaver applicants including those from CDEs, FODE, DODL (and other matriculation centers) on application process. DHERST encourages all prospective applicants to contact our Student Support Team for further information.

Other updates

For more information or if you need help or have questions, please visit our Facebook page or send an email to noassupport@dherst.gov.pg. Or call us on: 301 7019, 301 2082, 301 2008

Thank you for your time, patience and understanding.

NOAS Support Team

Use an username and a password
from the School Invitation Card to log in

Username [   ]

Password [   ]

[Log in]   Forgot your password?

⚠️ **CAUTION**

Keep your login credentials private. Do not share your username or password with anyone.

4.3 Welcome page and dashboard navigation
After logging in successfully, you will land on the Welcome Page of your NOAS account. This page may include:

- Important announcements and reminders from DHERST.
- A link to the "My Status" tab, where real-time updates about your application are posted.
- Navigation tools to:
    - o Explore programmes
    - o Enter your five program choices and backup options
    - o View deadlines
    - o Register for tests like STAT-PNG (if required)
    - o Upload necessary documents

Chapter 5: NOAS Login Interface

Once you have your invitation letter and necessary resources, you're ready to log in and start your online application. This chapter outlines the login interface, QR code option, email confirmation, and password setup.

5.1 Two Login options available
The NOAS landing page offers two secure ways to log in:

Option 1: Login with username and password

Use an username and a password
from the School Invitation Card to log in

Username

Password

Log in   Forgot your password?

You will find the following fields on the landing page:

- **Username** - as provided in your invitation letter

- **Password** - as provided in your invitation letter

- **Login button** - click after entering your credentials

After logging in, you will be redirected to your Welcome Page, which provides announcements and instructions from DHERST. All real-time updates are available under the "My Status" tab.

Option 2: Login with QR Code (New Feature)

Each invitation letter now comes with a personal QR Code that offers a quicker login option.

- Use your device's camera or QR scanning app to scan the QR code

- You will be redirected to an input field requesting your personal email address.

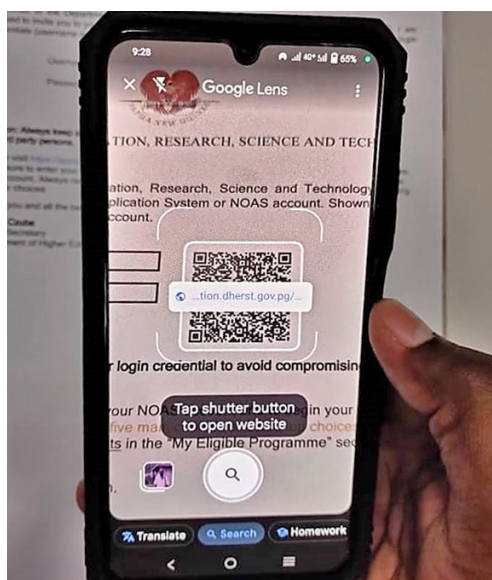- This QR Code replaces the need to type your password during first login

Username: 2469999401

Password: pqr46af

NOTE

Each QR Code is unique to the student. Do not share it with anyone else.

Here is an illustration of what scanning a QR Code is like. There are many devices that are compatible with scanning QR Code.

✔️ **Checklist: Before Logging in to NOAS**

Make sure you:

• Have your Invitation Letter with login credentials and QR Code
• Are using a device with a web browser or QR scanner
• Have a stable internet connection
• Have access to your personal email address

5.2 One-time password and changing it

The <u>password issued on your invitation letter is a one-time password (OTP).</u> When you first log in, you will be prompted to create a new password of your choice.

> ⚠ **CAUTION**
>
> Use a strong password that is easy for you to remember but hard for others to guess.

5.3 Confirming your personal email address

After changing your password, you will be asked to confirm your personal email address:

1. Type your personal email into the Email field.
2. Click the "Confirm Email Address" button.
3. You will receive an activation link from nsr@dherst.gov.pg to your email inbox.
4. Open the link to activate your NOAS account.
5. You'll then be redirected back to the NOAS login page.
6. Log in using your new password and the same username.

	SetEmail

Slf

> 2569999101

Email

> Enter your personal email address

> Confirm email address

*Enter your personal email in its respective field and click on **confirm email address***

		Primary		
🖼 Inbox	1	nsr@dherst.gov.pg	DHERST Selection Confirm email address	- Click in this link to confirm...

The confirmation email will be sent to the email address that student provided.

	Confirm

Slf

> 2569999101

Email

> Enter your personal email address

New Password

> ••••••

Repeat new password

> ••••••

> Set new password and activate account

*Students will be directed to this page from the link sent to their personal email address. Fill in the required fields, create new password and click the **Set New Password and Activate Account** button, to activate NOAS Account.*

> **NOTE**
>
> Use a valid and regularly accessed email account. This will be used for future communications from DHERST.

5.4 What if you forget your password or did not get the nsr email?

If you forget your password, follow these steps:

1. On the login page, locate the "Forgot your password?" link, which is found to the right of the Log In button (see illustration).
2. Click the "Forgot your password?" link. The page will refresh, prompting you to enter your username.
3. After typing your username, click the "Send recovery password email" button.
4. A new password will be sent to the personal email address you previously confirmed.
5. Use this new password to log in and remember to change it to one you can easily remember.

Password

> [   ]

Log in   Forgot your password? ←

To recover your lost password, please enter your login username

Username [   ]

(Send recovery password email) ←

NOTE

If you're unable to reset your password, consult your school principal or guidance officer, or a DHERST Support officer for assistance.

Chapter 6: Begin Your Application Process

To start your application, you must first activate your NOAS account by logging in.

6.1 Activating Your NOAS Account

- Enter your username and password in the respective fields on the login page (as illustrated below).
- Click the Login button to access your NOAS account.

Username

[2569999101]

Password

[••••••]

→ [Log in]   Forgot your password?

Troubleshooting if you cannot log in:

- Update your web browser to the latest version.
- Carefully check the characters in your username and password.
- Distinguish between the letter "O" (a circle) and the number "0" (an oval) if either appears in your password.
- Ensure you are in an area with reliable internet connectivity.

6.2 NOAS main features

After a successful login, you will see four main sections:

My Status	My Data	My Choices	My Backup Programme	Log off

• My Status

Displays important updates, announcements from DHERST, and a link to the electronic Student User Guide. After selection results are released, your selection outcome will be displayed here. You will also find the TESAS scholarship offer acceptance button on this page.

• My Data

Enter and verify your personal details here. The first five fields (SLF number, first name, last name, subject combination, gender) are pre-filled—check these carefully. Report any errors to your principal or deputy principal for correction. Be sure to save your information once complete.

• My Choices

Choose your top 5 preferred tertiary programmes here. You must save your personal data before making your choices. Select your preferred institution first, then choose eligible programmes based on your subject combination. Click Save after making your choices. You can update these during the Grace Period.

• My Backup Programme

Optional backup programmes that you permit DHERST to consider if your main choices are unsuccessful. You can select any number of backup programmes. Navigate here to add or remove backup programmes.

6.3 Application Period and Deadlines

• You have approximately three months from the receipt of your invitation letter to complete your application: save personal data, make five main choices, and add backup choices.
• You can update your data and choices anytime during this period.
• The student portal will be offline during the national examination period to allow focus on exams.
• Review and finalize all your data and choices before the Grace Period ends, which is the last chance to make adjustments before the National Online Selection.
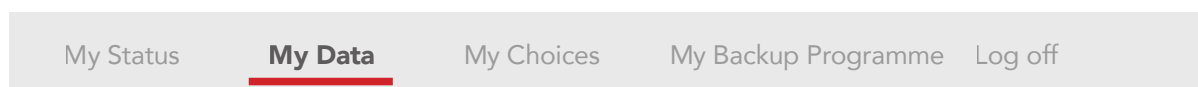
6.4 Detailed Features

After a successful login, you will see four main sections:

My Status	My Data	My Choices	My Backup Programme	Log off
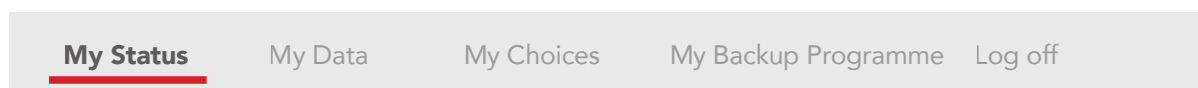
My Status

• First page after login.
• Displays important updates, activity schedules, and selection results.
• Contains the TESAS scholarship acceptance option post-selection.

My Status	My Data	My Choices	My Backup Programme	Log off

My Data

• Contains personal information fields.
• Pre-filled fields must be verified.
• Save your data once complete.
• Mandatory to fill in correct data for your application to be valid.

My Status	My Data	My Choices	My Backup Programme	Log off

My Choices

• Must complete My Data before selecting programme choices.
• Select 5 preferred programmes from eligible institutions.
• Save your choices regularly.
• Programme options depend on your subject combination eligibility.

| My Status | My Data | My Choices | **My Backup Programme** | Log off |

My Backup Programme

- Optional but recommended.
- Backup choices are considered if your main choices are unsuccessful.
- Add backup programmes from the list of available options.
- Your selected backup programmes are listed separately.

My Eligible Programmes

- View detailed descriptions, requirements, and fees for eligible programmes.
- Select an institution and programme to see details.
- Add programmes to My Choices or My Backup Choices using the + buttons.
    o Add to My Choices: Adds programme to the next available choice slot.
    o Add to My Backup Choices: Adds programme to backup list.

Chapter 7: Special Tertiary Admissions Test (STAT PNG)

The Special Tertiary Admissions Test (STAT PNG) is now integrated within the National Online Application System (NOAS) student accounts. Grade 12 School leavers and Non-School leavers can apply and register for STAT PNG directly through their NOAS accounts.

STAT PNG is a mandatory prerequisite for all programmes offered by the Papua New Guinea University of Technology (PNGUOT) and the University of Goroka (UOG) and the Pacific Adventist University. Consequently, students intending to apply to programmes at these three universities must register for and sit the STAT PNG examination at the designated time and location.

To register for STAT PNG, students must log into their NOAS accounts and follow the registration process outlined below.

7.1 Registering for STAT PNG through NOAS Account

When STAT PNG registration is open, students should click the Register button to initiate the exam registration.

Steps to Book STAT PNG for School Leavers:
1. In the My Data tab of the NOAS account, select the institution and programme that requires STAT PNG. This will activate the STAT PNG registration button located at the bottom of the page, just before the Save button. Clicking Register will redirect students to the ACER STAT PNG test booking website, where personal information will be pre-filled.

Stat-PNG

<div style="background:#7b1fa2;color:#fff;text-align:center;padding:10px;border-radius:30px;">**Register**</div>

Status:Payment Pending

<div style="background:#4caf50;color:#fff;text-align:center;padding:10px;border-radius:30px;">**Save**</div>

STAT-PNG Registration begins when student chooses an institution and programme that lists STAT-P as a prerequisite. The STAT-PNG Register Button is enabled and once student clicks on that Button, the student will be redirected to the ACER STAT-PNG test booking site.

2. On the ACER booking site, students must specify the identification document they will present on exam day, and select the preferred time and location for their STAT PNG exam. After confirming the details, click the Complete button to finalize the registration.

TEST PLACE AND TIME

Test session is not guranteed until your payment is receieved.

Choose where you would like to take the test.

> ( )

The exact venue details for your test will be in your STAT-P Test Registration (CONFIRMED) message that you will receive after your payment has been verified.

Choose the date that you would like to take the test

> ( )

Legal Declaration

By completing this test booking:

I agree to follow all exam rules,

If the exam is cancelled due to reasons beyond ACER's control, I understand it may be necessary to re-book a STAT-P date and time.

I am a legitimate applicant to UOT or UOG for 2024, I will not use or pass on information about test questions to any third party for the purpose of my own or the third party's personal or commercial gain.

> Push the **COMPLETE** button at the bottom of this page to successfully complete your test booking. You will immediately get a **message in your Messages inbox** with instructions for paying the K100 non-refundable test fee.
> Payment CANNOT be accepted any later than **mid October 2024.**

COMPLETE ←

3. Upon completion, students will be redirected to their ACER Account home screen. To view the unconfirmed booking confirmation and payment instructions, click on the Messages tab at the top of the screen. If the message does not appear immediately, refreshing the browser is recommended.

NOTE

For any issues with the NOAS interface during registration, students should contact DHERST NOAS Support at noassupport@dherst.pg

7.2 STAT PNG Payment

Bank account details for STAT PNG payments are provided within the 'STAT PNG Test Registration (UNCONFIRMED)' message sent automatically to the student's email and NOAS account upon completing registration. Students should not request payment details via email, as these are sent automatically.

Please allow several minutes for the confirmation message to appear in the account messaging system.

When making payments, students must use the exact payment description provided by ACER in the booking confirmation message. Additional information should not be added to the payment description.

While ACER does not require payment receipts, students are advised to retain their payment receipts for reference and verification purposes on exam day.

7.3 Amending a Completed STAT PNG Booking

To amend an existing STAT PNG booking, students should follow these steps:
1. Log into the **DHERST NOAS account.**
2. Scroll down to the **STAT PNG** section and click the purple **Register button** to be redirected to the ACER user account.
3. Click the purple **Manage booking** button.
4. Use the **Edit/Change** options under **Registration Detail** and/or Test Session to make the necessary amendments.

Chapter 8: The Grace Period

8.1 Before the Grace Period

According to the NOAS application process timeline, students' applications begin upon receipt of their invitation letters. Applicants are then allotted a three-month window to enter or update their personal information in the My Data section and to select or modify up to five preferred and backup programme choices in My Choices and My Backup Choices.

1. Once this three-month period ends, NOAS is taken offline to allow students to focus on their national examinations.
2. The final Grade 12 examination results are subsequently imported and linked to each student's record. While these final results are not displayed within NOAS, they are matched against the minimum entry requirements of the programmes the student previously selected.
3. Before the commencement of the National Online School Selection, students are granted a **Grace Period of at least seven days**. During this time, students can review and finalize their programme choices based on their official final examination results and their previously saved programmes in My Choices.

8.2 The Grace Period

The Grace Period is a designated timeframe provided by DHERST to enable students to confirm or adjust their programme choices before selections.

- During this period, students will be informed of their eligibility for each of the programmes they initially applied for.
- If a student's final results do not meet the minimum entry requirements for any of their earlier chosen programmes, those specific choices will be highlighted in red.
- On the other hand, if the student meets the eligibility criteria for their selected programmes, no colour highlight will appear.

CAUTION

Red Highlight means = Minimum requirement not met by student
No Highlight means = Student meets requirement for selected programme

This is STILL not the final selection result.

Chapter 9: Selection Period

9.1 What happens during selections?

On Selection Day, all students' applications submitted by students are made electronically available to selectors of each programme, along with corresponding programme requirements. Students can log into their NOAS accounts to check the status of their applications under the "My Status" tab.

The selection process is automated and conducted in real time by the Department of Higher Education, Research, Science and Technology (DHERST), under the authority of the Minister. This automation ensures that student applications are efficiently matched with programme requirements and selection outcomes are generated within 30 seconds.

9.2 National Scholarship Awarding – TESAS

DHERST administers the Tertiary Education Students Assistance Scheme (TESAS). TESAS is awarded to eligible students based on selection outcomes and in accordance with its policy's Terms and Conditions. All selected students must read, understand, and accept or decline the TESAS offer before commencing their studies.

TESAS-funded programmes are those officially recognized under the scholarship scheme. NON-TESAS programmes are not currently covered under TESAS but may become eligible in future academic years upon fulfilling DHERST's programme accreditation requirements. Students selected for the NON-TESAS programmes may still apply for the Higher Education Loan Programme (HELP).

TESAS consists of three categories:

1. AES – Academic Excellence Scholarship
2. HECAS – Higher Education Contribution Assistance Scheme
3. SS – Self Sponsor

Students enrolled in NON-TESAS programmes must pay full tuition and boarding/lodging fees as self-sponsored students.

> **NOTE**
>
> Students selected under TESAS-funded programmes are still required to pay the institution's compulsory on-registration fees. The TESAS Policy aligns with and takes into account each institution's admission and registration requirements.

9.3 Acceptance Letter

Once a student has been successfully selected for a programme, the Higher Education Institution (HEI) will issue an official Acceptance Letter to the email address or postal address provided in the student's NOAS application. While DHERST facilitates the national selection process, the HEI retains legal responsibility for all academic and administrative matters, including registration and enrolment.

The Acceptance Letter will include admission confirmation, programme details, and any necessary registration instructions. Students must ensure that their personal details in My Data are accurate, as these are used by the HEI to contact the student directly. If the letter is not received in a timely manner, students should reach out to the institution for assistance.

9.4 Registration

Registration is an essential part of a student's orientation into the HEI and marks the formal confirmation of their admission into a selected programme.

During registration week, students are expected to participate in orientation activities, which may include:

- Residential allocation
- Semester timetable collection
- Library orientation
- Counselling and academic briefing sessions

Enrolment is the final stage of registration and, in accordance with HEI policies, officially confirms the student's status as registered for the academic year.

9.5 TESAS Awardees

Once the National Online Selection results are officially launched by the Minister for Higher Education, selected students who meet all programme requirements are eligible for TESAS and/or HELP support.

For TESAS awardees:
- An official TESAS Offer Letter is issued via the student's NOAS account.
- The letter contains a voucher number and outlines the Terms and Conditions of the award.
- Part of the student's tuition fee is subsidized under TESAS.
- The voucher number can be used to obtain an airline ticket upon presentation of valid identification (e.g., Grade 12 certificate, school ID, NID card).

9.6 Partnered Scholarships

In 2025 onwards, in partnership with DHERST, the Australian Government through the Australian Awards PNG will be providing scholarship for targeted full-time undergraduate programmes in-country. This scholarship will be for the entirety of the awardee's studies- as long as the student maintains an academic GPA higher than 3.0 (or as set by the scholarship requirement).

The selection of students for this scholarship is on academic merit. This means, students do not need to apply for this scholarship as the scholarship will be awarded based on final selection result of the students. The quota for the scholarship per programme remains the prerogative of the Australian Awards PNG. Scholarship terms and conditions also apply.

> **NOTE**
>
> During Grace Period, DHERST may put out more information regarding which programmes may be eligible for this scholarship.

Chapter 10: National Admission Pool (NAP)

The National Admissions Pool is a mechanism designed to offer opportunities to eligible applicants who were not selected into any of their initial programme choices due to limited space.

After the first round of selection:
- HEIs that have not met their full quota for specific programmes may select from the Admissions Pool.
- Selectors will consider students who meet the programme's requirements.
- Selected students will be contacted by the institution and may accept or decline the offer.
- If accepted, the student secures a place with the HEI; if declined, the offer is extended to another qualified candidate.

- If an offer is declined, the student will be returned to the National Admissions Pool for further consideration by other institutions.
- Students can be selected for more than one offer from the National Admissions Pool.
- Once a student accepts one offer, all other offers are automatically declined within the system.

NOTE

The National Admission Pool access will remain open until the end of February, concluding with the closure of the HEI registration.

TESAS status for Admission Pool students:

Students admitted through the Admissions Pool will not immediately know their TESAS status. After completing registration with the HEI, the institution submits a confirmed list of registered students to DHERST. TESAS eligibility (AES or HECAS) is then determined based on this list and awarded accordingly if criterias are met.

Chapter 11: Higher Education Loan Program (HELP)

Grade 12 students will have the preference of applying for studentship given that they have secured a place in an accredited HEI.

All eligible tertiary Post Graduate and Under Graduate students are encouraged to see respective registrars and/or Student Data Officers for a Higher Education Loan Application (HELP) Declaration form.

For more details and information about eligibility, requirements and the steps to apply for HELP, contact us on email: *studentsupport@dherst.gov.pg* or visit our website: *web.dherst.gov.pg*

TERMS

Studentship – is an award of financial aid for students furthering their higher education.

NOTE

HELP Declaration forms are to be signed by enrolled students of accredited HEIs. This signed form informs DHERST and Student Data Officers that the student wishes to apply for the HELP.

Frequently Asked Questions

FOUNDATION QUESTIONS

What is the difference between National Department of Education and Department of Higher Education, Research, Science and Technology?

DHERST is a Ministerial Department whose principal objectives are to assist all HEIs in the enhancement of quality learning and teaching and to develop mechanisms that will support, develop and improve the overall quality of education. Whereas the **Department of Education** assists all Secondary schools, High Schools, and Primary schools' students and teachers.

What is the National Online Application System?

The NOAS is an online system which has now replaced the traditional conventional paper-based School Leaver Form (SLF). NOAS is a new system introduced in 2018 by the Department of Higher Education, Research, Science and Technology (DHERST) to facilitate the application process of Gr.12 students applying to tertiary institutions.

Why is this system implemented?

The purpose of the system is to improve efficiency, promote equality and equity in and during application. NOAS was developed to alleviate the challenges of ill-informed applicants and unfair selections thus, yielding better selection outcomes which will inform students on possible securement of enrolment in a Higher Education Institution (HEI).

Who is the system developed for?

The main users of the system are, Gr. 12 students, Patrons and Principals.

ANSWERS YOU MUST KNOW BEFORE YOU ASK YOUR QUESTIONS

How do I access NOAS website?

To access the NOAS website, type the URL address: *https://apply.dherst.gov.pg* in your web-browser which will take you to the home page of the NOAS. This page contains important message, reminders or dates of events that will happen in the near future – do take the time to read the information there. Also on this page, on the right, you will see the input textboxes that prompts you to enter your username and password.

Where/who do I get my username and password for my NOAS account?

Your principal or duty principal academic/curriculum is the responsible person that will you issue your invitation letter for your NOAS account. In your invitation letter it contains your unique username and password – type this in their respective textboxes to login to activate your NOAS account.

What basic troubleshooting should I do first before accessing my NOAS account?

Before going ahead to access your NOAS account, ensure you have done the following:
a. Updated your web browser. When your web browser is not in its latest version, functions/features (e.g buttons) in your account will take longer to respond or will not perform its intended functions.
b. Be at a place where you can have good/strong network coverage. If you are in an area that has poor network coverage, it is highly recommended that your move to a center that has strong network coverage. If you don't do as recommended, you will experience slow access to your account.

How do I access my NOAS account?

To access your NOAS account, enter, https://apply.dherst.gov.pg, in your web browser to activate/ login to your NOAS account. Always do the troubleshooting tips.

What should I do when I login to my NOAS account?

Upon login to your account, the first activity you must do is to check your "My Data" to ensure the first five data (SLF, FIRST NAME, LAST NAME, GENDER AND SUBJECT COMBINATION) that is filled for you by the system are correct. If you note any error with your information, advise your principal or deputy principal who will take note of it. DHERST will receive your corrected information through MSD once submitted by your principal/ deputy principal. Note that this information is filled by the system – you will not be able to edit or delete this information. If your information is correct, proceed on to fill the other require personal details and do your programme choices.

How do I make my choices?

Once you have completed the form in your "My Data" go to "My Choices" to make your compulsory five choices. Click on the "Choose institution" drop-down menu to choose the institution you wish to apply and all the programmes in this institution will be available in the subsequent button - "Choose programme". Click on the "Choose programme" drop-down menu to choose the programme you wish to apply under the chosen institution.

Where do I read about the programme description and requirement that I wish to apply?

You can read and learn more about the programmes that you wish to apply through the "My Eligible Programme" in your account. In this section will be informed about the programme, annual fee of the programme, link to the institutions website as well as the programme minimum requirements that you must meet in order to be eligible

What is a backup programme choice?

Backup programme choices are your optional choices apart from your five compulsory choices – this could be seen as your second chance choices. It is entirely up to you to whether or not to make backup choices. These choices are considered when in the event that you were not selected in your first five choices you could be considered from your backup choices if there are still quota available in the programme you put as your backup. If have met the requirements, you will be considered otherwise it will move to your other backup choices. Do note that adding backup programmes does not have any limit therefore you can add as many programmes as you can.

How do I add a programme to my backup programme?

If you wish to add a programme as your backup, go to **My Backup Programmes** click on the name of the programme and click on the **+ to My Backup Choices** to add it as one of your backup choices.

How do I delete a programme from my backup programme?

In the same interface of **My Backup Programmes** you will see the programmes you added as your backup choices. When you wish to remove one or more of your backup choices click on **the red button** beside the programme name to remove the programme from your **backup programme** list.

Would I be able to make changes to my first five choices to other programmes?

Yes, you can make changes to your choices if you wish to. You can later login to your account to do the changes to the choices you initially made. You can even reorder your initial choices from the most preferred programme to the least preferred programme.

What happens when the NOAS portal is closed?

When the NOAS portal is closed you will not be able to make changes to your five choices or backup choices. You will be given a final chance during the GRACE PERIOD to finalize your choices before the selection process begins.

What are the requirements of each programme offered by the institution?

The requirements of each HEI programmes are set by the institutions themselves. Programme requirements will vary, therefore, you are encouraged to go to "My Eligible Programme" to read and know about the programme requirements that you need to meet in order to secure a space in a HEI.

> **NOTE**
>
> *GPA alone is not the only requirement you need to meet in order to secure a space in HEIs – it is one of many requirements set by the institutions for you to meet. Subject combination, individual subject grades, DAT and CES are all requirements used by HEIs. All these are used together to best filter the students so that institution could select the most qualified and suitable candidates to study in a HEI.*

When I am confused, who do I see to seek assistance?

If you are not sure or need more clarification on some information provided in your student, do seek assistance from your principal, deputy principals or patrons to clarify your confusions. If you are not happy with their assistance, you can always send an email to *noassupport@dherst.gov.pg* or call us on 301 7016/7 to be assisted.

What is the difference between the My Choices, My Backup Programmes and My Eligible Programmes?

The difference between these three are as follows: the "My Choices" is the feature or the interface you make your compulsory five choices; the "My Backup Programme" is the interface that allows you to make more choices apart from the compulsory five choices; and the "My Eligible Programme" is the feature that allows you to read about the programme descriptions and their minimum requirements.

Who do I see when I have misplaced, lost or forgot my password?

Always see your principal or the deputy principal that is in charge of your school NOAS account to reprint your invitation letter.

What is STAT-P exams and who requires the STAT-P exams?

Stat-P exam is an aptitude test (similar to Differential Aptitude Test) facilitated by University of Goroka (UOG) and Lae University of Technology (UOT) to test students on specific subjects. It is a prerequisite, therefore, every student who wishes to apply to UOG and UOT must sit for this exams.

GRACE PERIOD

What is Grace Period?

The GRACE PERIOD is a time frame provided by DHERST for students to finalize their five choices before the selection process takes place. During the grace period, if you see a red highlight indicated in one or more of your five choices, change it to a different programme. The red highlight indicated in your choices means that your final grade 12 marks have not the minimum requirement of the programme you applied for, therefore, you must change it to a different programme.

AFTER THE SELECTION

When and where will the results of the online selection be published?

The selection results of Gr. 12 to tertiary institutions are no longer disseminated through the dailies. DHERST now uses the NOAS to inform the Gr. 12 applicants about their selection results. The selection message whether or not selected will be published in your NOAS account under the "My Status" section.

What is National Admission Pool (NAP)?

The National Admissions Pool is were student who have missed out in the initial round of selection are placed. Students are selected from the NAP by selectors if a student had met minimum requirements set by the institution.

What is the difference between an OFFER LETTER and ACCEPTANCE LETTER?

The difference between these two is that Offer Letter is given by the DHERST while the Acceptance Letter is sent by the institution you have been selected to. The Offer Letter sent by the department contains your voucher number for your airline ticket and terms and conditions of the DHERST. The Acceptance Letter sent by the HEI contains information about your selection, tuition information and many more.

Would I be able to see my final exam results in my NOAS account?

Unfortunately, you will not be able to view your final exam results in your NOAS account. The purpose of your NOAS account is for you to apply for tertiary programmes. You will need to seek assistance from your principal to have access to your exam results, otherwise, if you are able to, you can contact MSD directly to enquire for your exam results.

Appendices

DEPARTMENT OF HIGHER EDUCATION, RESEARCH, SCIENCE & TECHNOLOGY

2025 NATIONAL ONLINE APPLICATION SYSTEM (NOAS)

TIMELINE

PAPUA NEW GUINEA

Aug 11th

NOAS Portal Opens
- Principal issues invitation letter to students (existing Schools)

Aug 12th – 15th

NOAS Portal Opens: New Principals & CDE Coordinators Account Opens
- DHERST issue invitation letter to new Secondary Schools & CDE Coordinators

Aug 15th – Nov 28th

All Students apply (SLs & NSLs)
- Existing Secondary Schools, Schools of Excellence and CDEs (NSLs)- All students begin Online Application

Sep 1st – 5th

GR12 STEM Examinations

Oct 13th – 17th

G12 National Examinations

Oct 27th – 31st

STAT-PNG Examinations

Dec 08th – 14th 2025

Grace Period
- G12 Students to adjust Choices based on final exam results

Dec 17th

Launching of 2025 Selection for the 2026 Academic Year

Dec 17th – Mar 2026

Publication of 2025 Selection List for 2026 academic year admissions

Dec 23rd

National Admission Pool opens and closes

- *Dates may be subject to change due to updating delays or technical downtime*

National Admission Pool

Start

Student will only be selected from the admission pool if a HEI programme quota did not yield 100%.

Is the Programme Quota filled?

Yes

No

HEI select student who meets the programme requirement.

Send invitation to student

Student accept or decline?

Decline

Accept

Offered space at HEI

End

Summary of Student's Activity in NOAS

Start

Type NOAS URL

Login into system

My Status
- View important announcements from DHERST
- View student Selection Status

My Data

Filling of Personal Details

Click Save

My Eligible Programmes

View programme descriptions

1. Choose Institution
2. Choose Programme
3. Read Programme descriptions and requirements

Click Save

My Choices

Select your top 5 choices

1. Choose Institution
2. Choose programme
3. Choose Residential Status

Activate STAT-PNG Choosing programmes from: -UoT, UOG or PAU

Click Save

My Backup Programmes

Select your backup programmes

View & add Backup Programmes

Click Save

Logout

END

Key:

Student's main Tab

Student main Activities

Sub-activities

Start & End of Activities

Flow of Activity

Note:
1. Complete each activity in each interface and click the save button before proceeding to another activity.
2. You can always Logout from any point once you satisfied.

A2 Glossary Terms

Estimated Annual Income	Total income earned over one (1) year between the minimum and maximum rates provided in the NOAS drop down menu.
Browser	Graphical User Interface used to navigate the world wide web (www) for example; *Opera Mini and Google Chrome.*
Cloud computing	Storing and accessing data and programme over the Internet instead of your computer's hard drive.
Cloud	A term used metaphorically to mean the internet.
Credentials	User authentication information such as a username or password.
DAT	Series of tests designed to measure students' specific skills and cognitive abilities in numerical reasoning, verbal constructs and mechanical application.
Data Plan	Active subscription to a cellular or wireless carrier for transfer of data on their networks allowing internet access.
Email	Messages distributed by electronic means from one computer user to one or more recipients via a network.
Examination	Papua New Guinea year 12 students' final external exam, the marks of which are added with internal assessment and used to determine their eligibility for HEI programme.
FAQs	A list of commonly asked questions relating to a particular subject.
Gmail	Email service provided by Google.
GPA	Awarded average value of final assessment grades accumulated from studied subjects in grades eleven and twelve.
Grade	Refers to the year level of formal education in elementary, primary, high and secondary school.
Guidance Teacher	A teacher whose role is to provide guidance and recommendations to help students make important career decisions based on their assessment grades, academic capacity, industry interest and learning behaviors. Their primary task in the online application system is to monitor the consistent entry of student data by patrons.
Historical Results	i) Data collated from previous applications and selections. ii) Academic measurement of the quality of students' learning performance.
Information	Text, files, images or any other form of data arranged in a meaningful manner.
Interface	The space or window displayed on the screen that a user can interact with.
Invitation Letters	Letters of invitation sent from the DHERST to each secondary.
Mail	Posts, letters or packages that are sent from people to people or from place to place.
My Backup choices	List of study programmes that are available to students.
My Choices	List of study programmes which a student is eligible to apply for.
My Data	Personal information of the student applicant.
My Eligible Programme	Programme list of all study programmes which matches a student's subject.
Offline	Unable to access the Internet – *"no network connection".*

Offline Applicant	A student who is not able to access the internet.
One-time password	It is a password that is valid for only one login session or transaction, on a computer system or other digital device.
Password	A string of characters that a student uses to access the NOAS.
Patrons	A patron is a teacher that is in charge of entering students' marks.
Programme	A combination of subjects offered in an HEI, which the successful completion of study will lead to the granting of a higher education award programme in this interface.
QR Code	A QR code is an electronic barcode that can be read easily by a digital device and which stores information as a series of pixels in a square-shaped grid. Internet connection is required for this.
Quota	Fixed number of spaces for a programmeme in an HEI.
Salary Range	Variation of pay established between employers and employees school containing registration credentials. Student applicants will use this credentials to access the NOAS and activate their account. Each student has unique credentials that MUST NOT be made available to any other person(s) except the student.
Spam	The spam function is designed to identify and filter out unwanted or unsolicited messages, commonly known as "spam." These emails often include advertisements, phishing attempts, or other irrelevant content.
Subject combination	Subject components of a Grade 12 student.
Token	Login password for student's account as provided in the printout of the NOAS Invitation Letter.
URL	A reference to a web resource that specifies its location.
Username	Unique identification characters that a student uses to access the NOAS.
Window	A separate viewing area on a computer display screen that allows multiple viewing areas as part of Graphical User Interface (GUI).
Web Browser	An application for accessing websites, browsers are used on a range of devices, including desktops, laptops, tablets, and smartphones.

A3 Creating your personal email

As a student, it is important to have your own personal email address. Having an email address is vital for effective communication, organisation, and professional development throughout a student's academic journey.

Among various reasons to having an email address, one key factor is many educational platforms, libraries and online resources require email account for access. Having an email address enables students to utilize these tools for their studies.

There are several popular providers students can sign up for a free email account such as; Outlook.com, Yahoo Mail, Zoho Mail and others. However, Gmail is the most popular and is user friendly and offers various tools that are useful to students, such as Drive, Docs, Sheets, Forms etc.

1.1 How do I create a Gmail Account

Step 1

Visit the Gmail Website: Go to gmail.com

Step 2

On the sign-in page, click 'Create Account'. A dropdown menu will appear with three options:

1. For my personal use
2. For my child
3. For work or business

Select 'For My Personal use'

Step 3

Enter your first name and last name in the form that appears. Click Next.
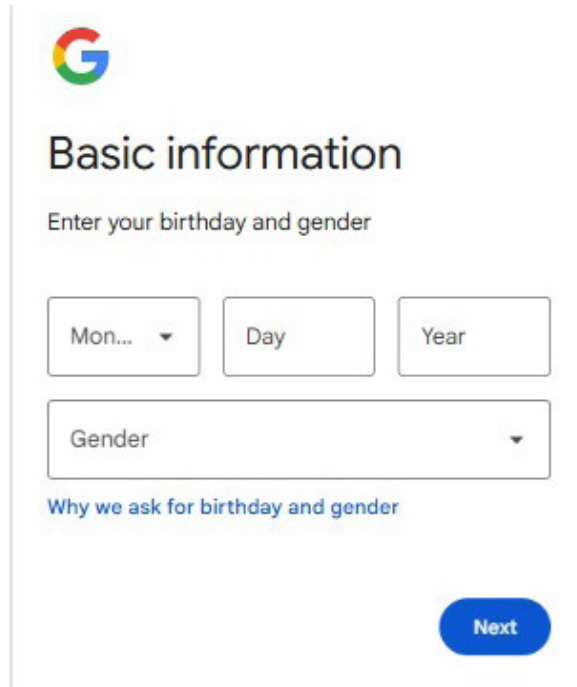
Step 4
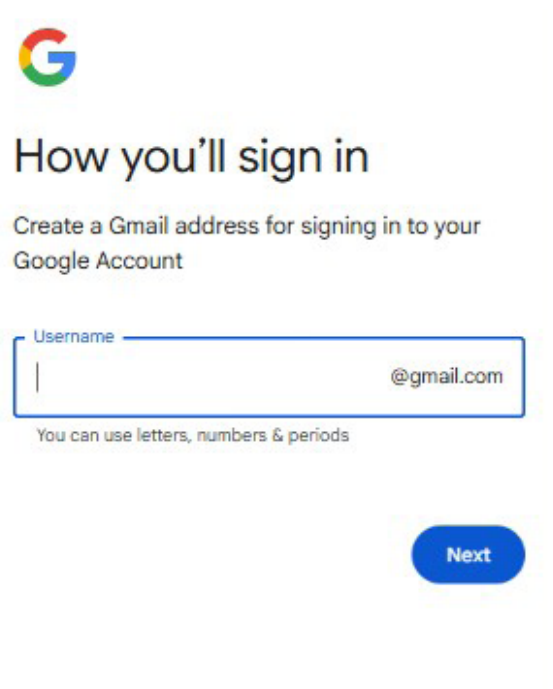
On the basic info page, enter your birthdate and gender. Click Next.

Step 5
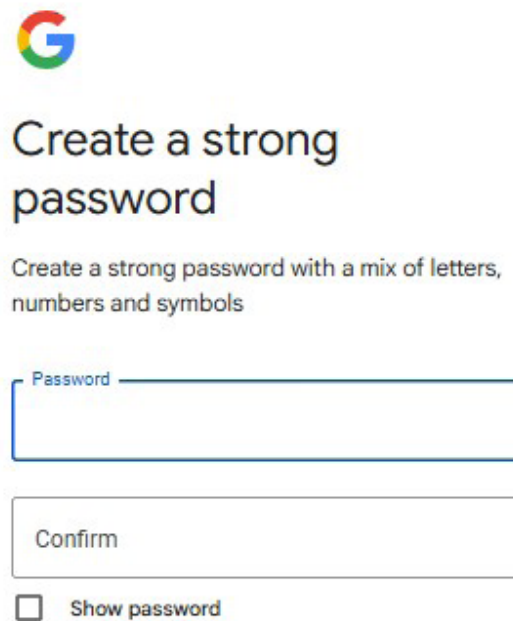
Choose a Gmail address (e.g., yourname@gmail.com), then click Next.

Step 6
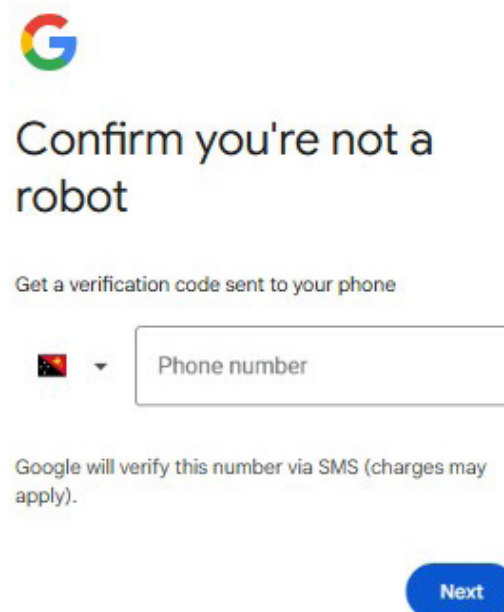
Create a password with at least 8 characters. Use a mix of uppercase letters, lowercase letters, and symbols. Click Next

Step 7

Enter your phone number when prompted, then click Next.

Step 8
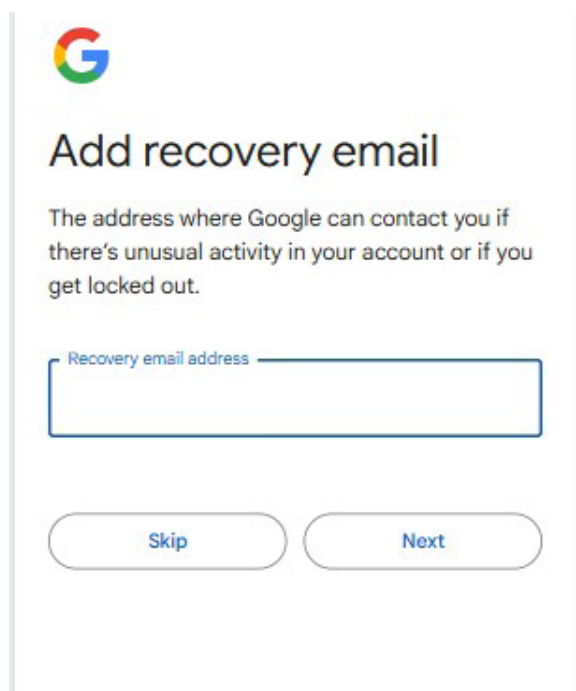
Verify your phone number (if you provided it) Google will send a verification code via SMS. Enter the code and click Next.

Step 9

You can add a recovery email for security. Click Next, or click Skip to add it later.

Step 10

The account review page will appear. Check your details and click Next
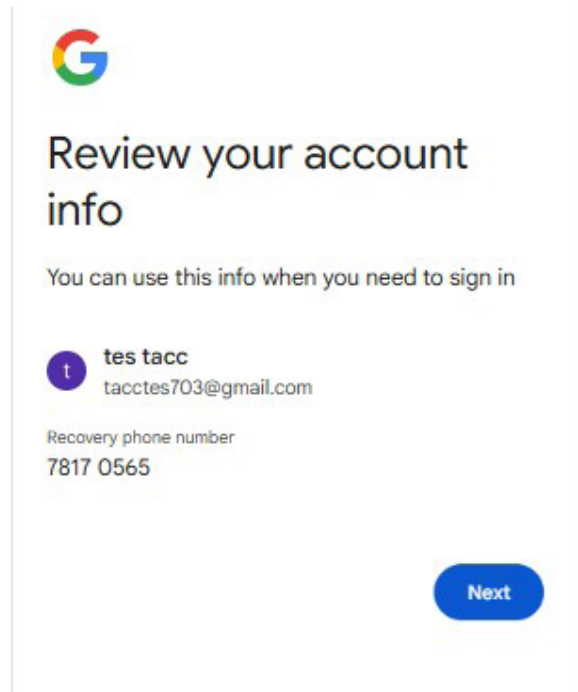
Step 11

Agree to Terms of Service: Read through Google's Terms of Service and Privacy Policy. Scroll to the bottom and click "I agree" to accept and continue.
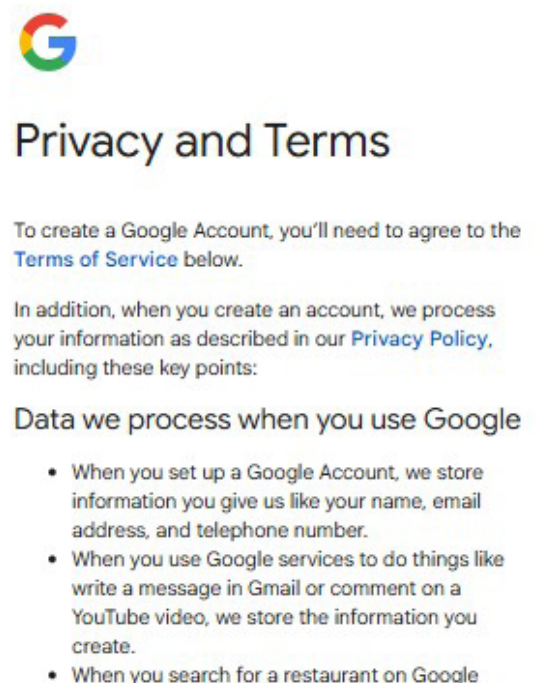
Step 12

A "Verify it's you" prompt may appear. Click Next
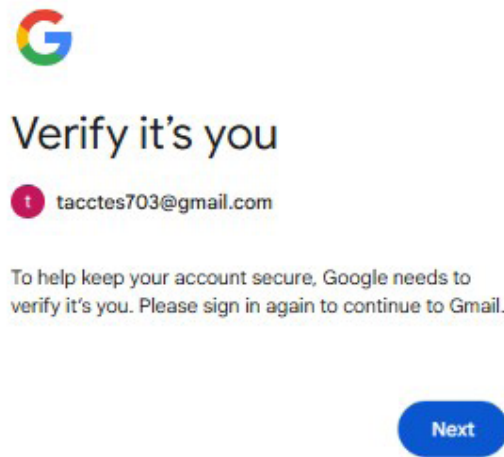
Step 13

Complete the *reCAPTCHA* by matching the images as instructed and Click next.
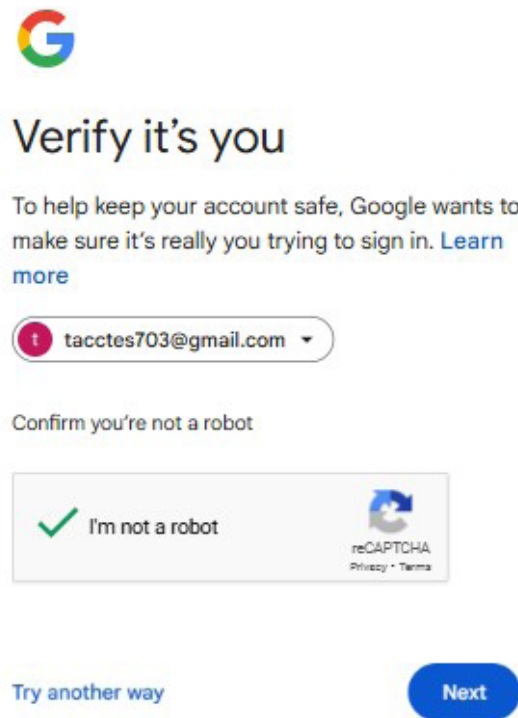
Step 14

Once the reCAPTCHA is completed, Google finished setting up your account. You'll be automatically redirected to the Gmail Inbox or Google welcome page. From here, you can start sending and receiving emails and explore other Google services.
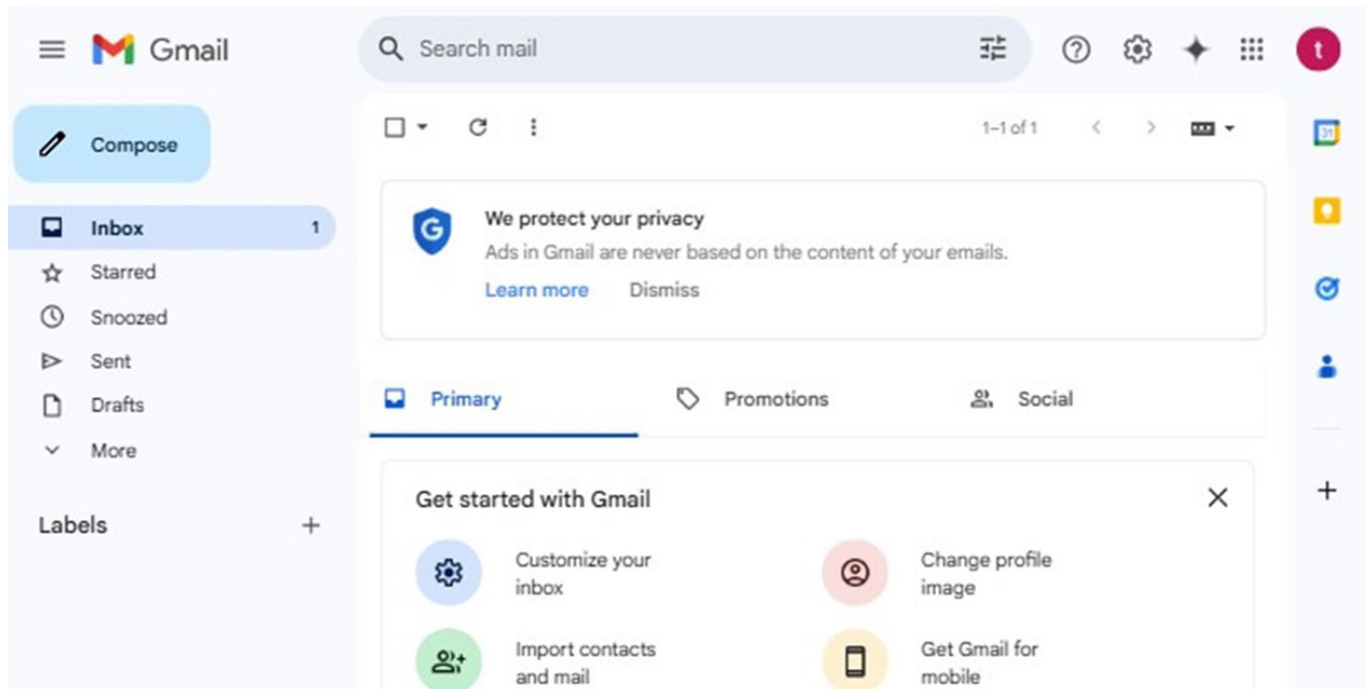
1.2 Login to Gmail
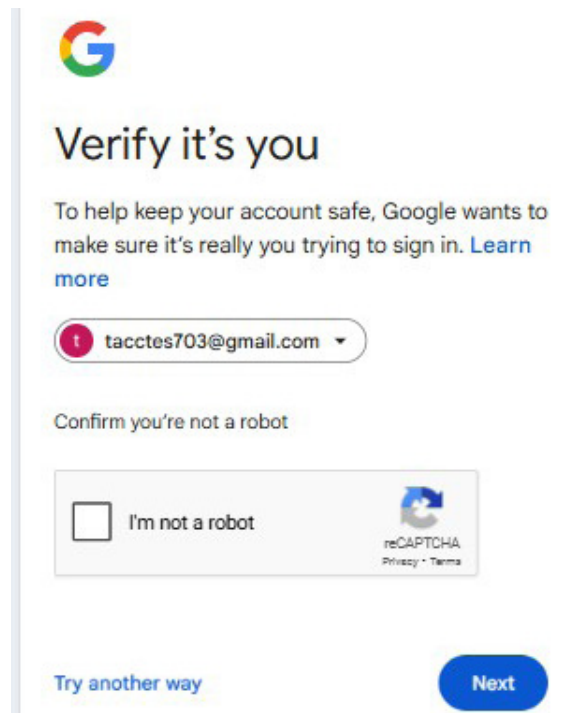
Step 1

Visit the Gmail Website: Go to gmail.com using your web browser and enter your email address on the sign-in page. Click Next.
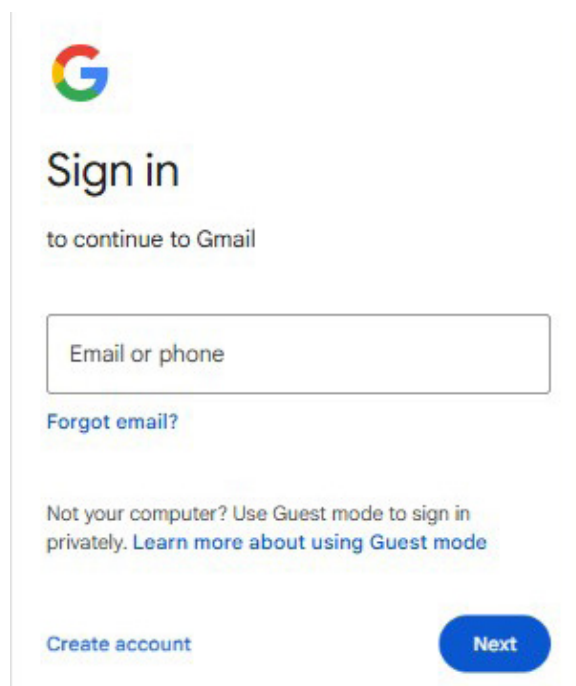
Step 2

If prompted, a "Verify it's you" page may appear. Follow the instructions to confirm your identity (e.g., using a code or security prompt).
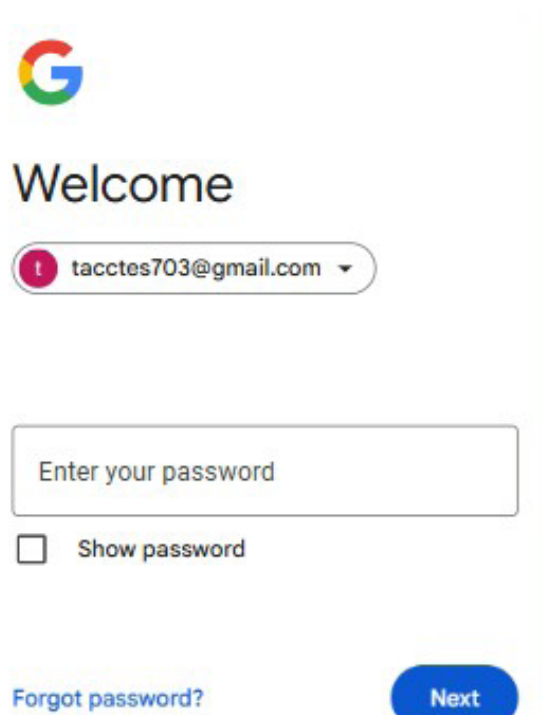
Step 3

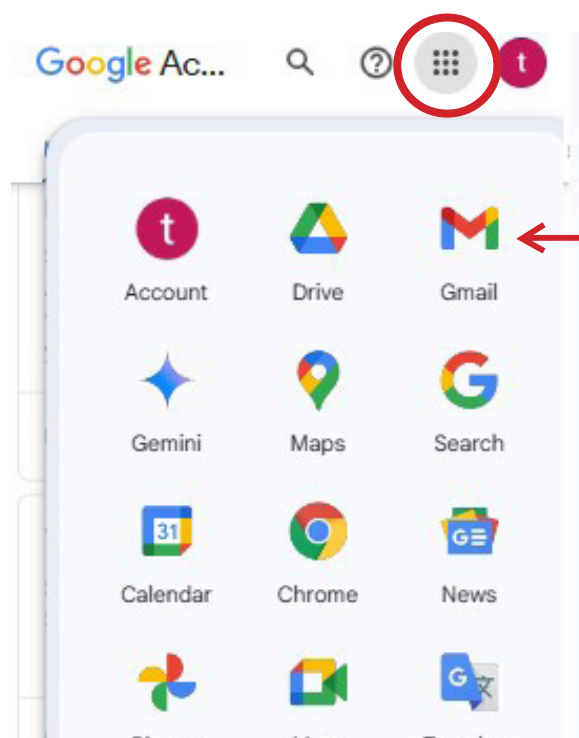Enter your password, then click next.

Step 4

Once logged in, you may be directed to Gmail settings. You can choose to:

    i) Add a recovery email or
    ii) Customize your profile picture or account info
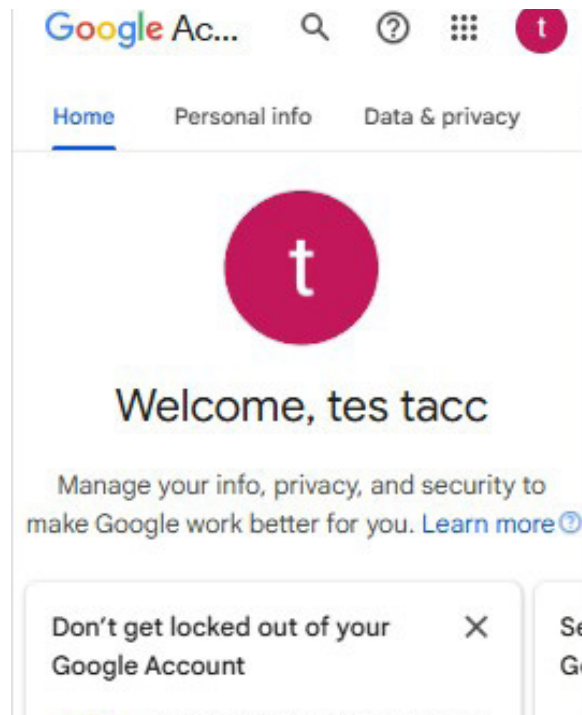
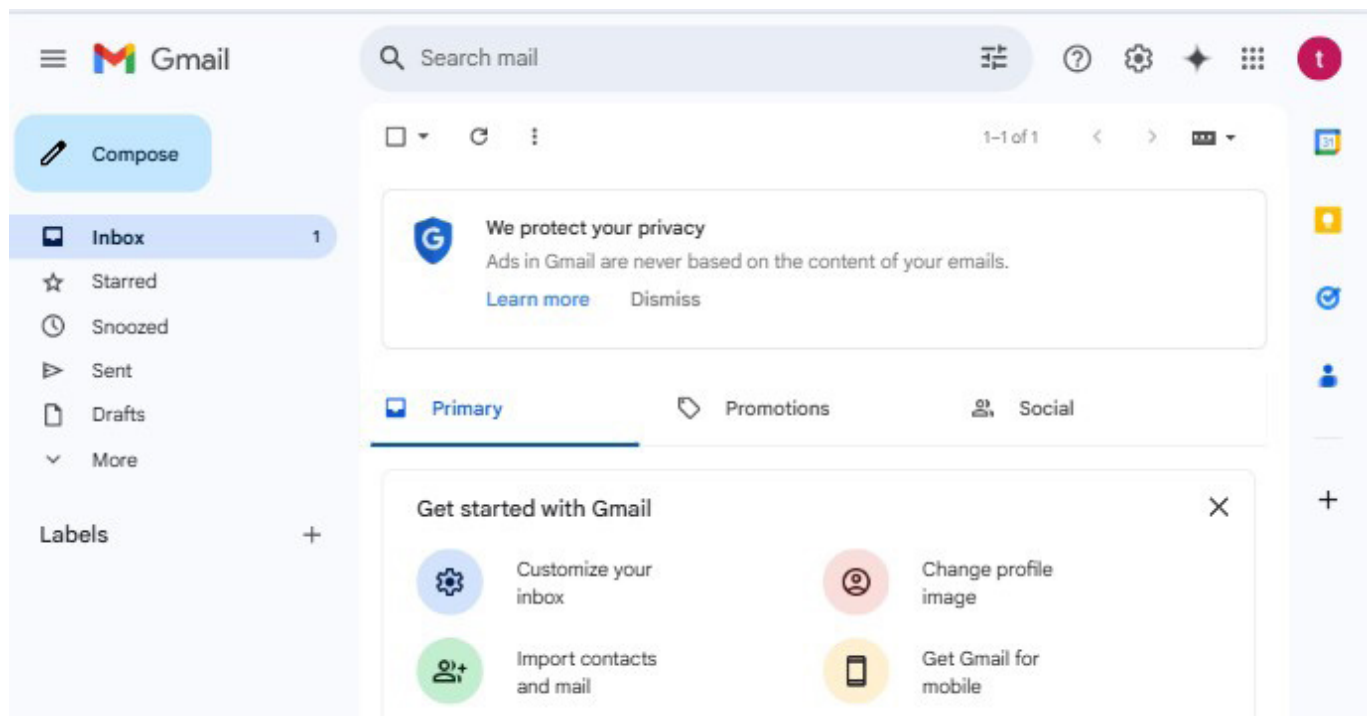
Step 5

Click the six-dot menu icon (Google apps) in the top right corner near your profile photo. Then click the Gmail icon to go to your inbox.

Step 6

You are now successfully created your own gmail account, which you can now send and recieve emails.

1.3 Gmail FAQs

Why am I not accessing my email?

There could be a number of issues hindering you access;
   • Internet reception is low
   • You do not have a data bundle available on your device or
   • Your browser is out of date

What if I forgot my Password and email address?

There are email address recovery and password recovery methods available to help you obtain again your credentials.

What if I am not receiving incoming emails?

Check every time to make sure that your inbox is not full. Or check the Spam, Junk folders.

What if my email is not delivered successfully?

Unsuccessful sent emails will automatically be stored in the Draft folder which can be accessed and re-sent.