

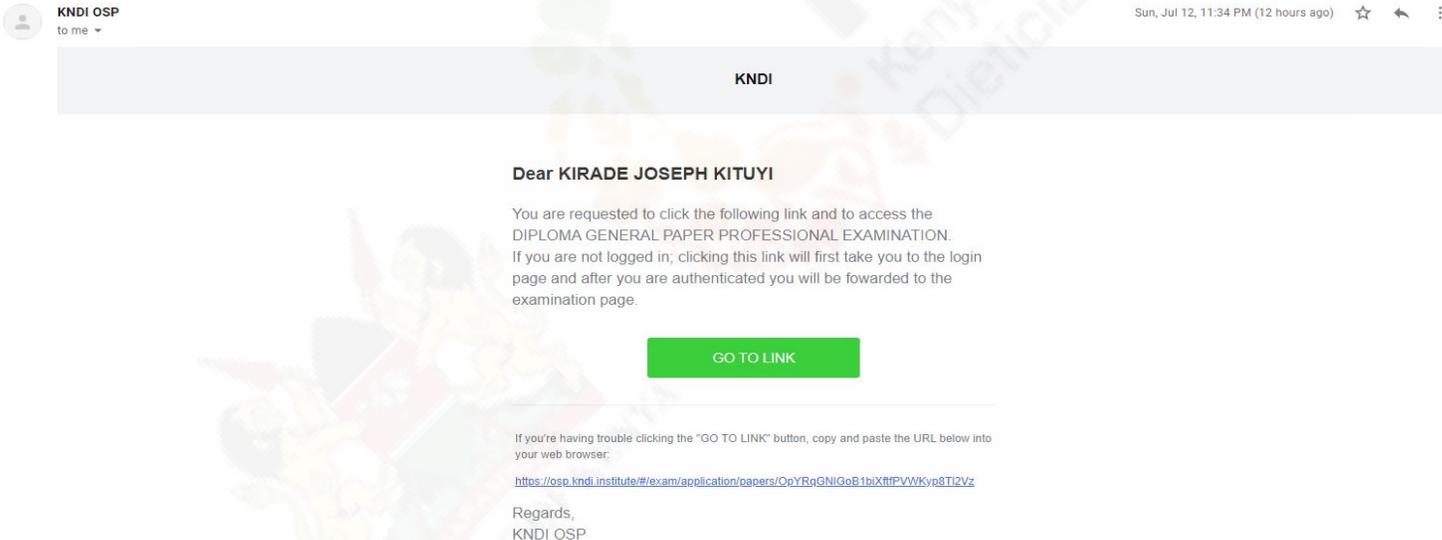
## PERSONALISED LINK

A personalised link will be sent to the email you provided during your application for the examination. This link will be unique for every examination paper you are going to sit.

## HOW DO I ACCESS THE PERSONALISED LINK?

For every examination paper you will receive an email. Read the instructions in the email carefully. In the same email a green button (GO TO LINK) will be provided. Click on the button and it will forward you to the online services portal. If you are not logged in; the link will first send you to the login page. Once you have logged in you will be sent to the examination page.

## SAMPLE OF EMAIL



The screenshot shows an email interface. At the top left, it says 'KNDI OSP to me'. At the top right, it says 'Sun, Jul 12, 11:34 PM (12 hours ago)'. The sender is identified as 'KNDI'. The body of the email starts with 'Dear KIRADE JOSEPH KITUYI'. The main text reads: 'You are requested to click the following link and to access the DIPLOMA GENERAL PAPER PROFESSIONAL EXAMINATION. If you are not logged in; clicking this link will first take you to the login page and after you are authenticated you will be forwarded to the examination page.' Below this text is a green button labeled 'GO TO LINK'. At the bottom, there is a note: 'If you're having trouble clicking the "GO TO LINK" button, copy and paste the URL below into your web browser:' followed by the URL: <https://osp.kndi.institute/#/exam/application/capapers/OoYRqGNIGoB1biXRfPVWkyp8Tl2Vz>. The email ends with 'Regards, KNDI OSP'.

## WHAT IS AN ALTERNATIVE WAY TO ACCESS THE EXAMINATION?

You are also able to access the examination personalised link through Links and Downloads on the online services portal after you login to your account.

# LINKS AND DOWNLOADS

## MAIN DASHBOARD

### KNDI ONLINE SERVICES PORTAL

LOGOUT



Applications



Profile

OPEN

OPEN

All online forms in one place. Track status of all applications and upload the necessary attachments. Access Links and Downloads for various documents including clearance letters and examination links.

All your Personal, Academic, Registration and Indexing information. Edit your profile information to keep your records up to date.

click on the open button under application

## APPLICATIONS DASHBOARD

### ONLINE APPLICATIONS

NEED SOME HELP?

APPLY

Type	Status	Actions
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EXAMINATION	APPROVED	
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click on the menu icon next to online applications title

## LINKS AND DOWNLOADS ON APPLICATIONS MENU

KNDI KNDI APPLICATIONS

- Dashboard
- Application Forms
- Links & Downloads

click on links and downloads on the menu.

# LINKS AND DOWNLOADS DASHBOARD

≡ LINKS & DOWNLOADS

Background data successfully loaded. [CLOSE](#)

EXAMINATION

[NEED SOME HELP?](#)

DIPLOMA GENERAL PAPER PROFESSIONAL EXAMINATION



click on the green button to go to the examination page

