

## How to Apply Online to Bahrain Polytechnic

1. Via Bahrain Polytechnic website <http://www.polytechnic.bh>.
2. Select the **Admission** tab.
3. Click on [Apply Now](#) link.
4. The **Admissions Login** page will be displayed.
  - a. If you have applied online before, then:
    1. **Login ID:** Enter your login ID.
    2. **Password:** Enter your password.
    3. Click on **“Login”**.

BAHRAIN POLYTECHNIC | بوليتكنك البحرين

**Bahrain Polytechnic**  
Welcomes you to the Admission Application for  
**2025-2026**

You can now apply from home for Bachelor and Diploma programs at Bahrain Polytechnic, as well as transfers from other institutions into Bahrain Polytechnic, by submitting your online application and paying the application fee. The application period is **from 15 January to 15 April 2025 at 11:59 pm.**

Targeted categories include:

- High school graduates or equivalent qualifications (from the current and previous academic years).
- Transfers from other universities or higher educational institutions.

العربية

Login ID

Password

By submitting this application you agree to abide by all Policies and Procedures.

**Login**

First Time User? [Create new account.](#)

Important:

You must create one Application under each account. (Login ID and Password)  
Any duplicate applications and payments will be considered as one. (No refund)  
Application Fee BD 20/- is **Non-Refundable and Non-Transferable.**

Link: [Entry Requirements](#)

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- b. If a first time to apply online, then:
1. Click on **“Create new account”** link.

العربية

Login ID

Password

By submitting this application you agree to abide by all Policies and Procedures..

Login

First Time User: [Create new account.](#) ←

2. **Create a Login:** Enter a login ID.  
**NOTE:** Only English alphabet, numbers and (-, ., \_ ) are allowed).
3. **Create a PIN:** Enter a password.
4. **Verify PIN:** Re-enter your password.
5. Click on **“Login”**.

BAHRAIN | POLYTECHNIC

Create Login ID and PIN. PIN - must be 6 numbers only.  
You must remember this, you will need it to login again.

قم بإنشاء اسم مستخدم ورقم سري جديدين. يجب أن يتكون الرقم السري من ستة أرقام فقط.  
احتفظ بهذه البيانات للرجوع إليها فيما بعد.

Create a Login ←

Only English alphabet plus (-, ., \_) are allowed

Create a PIN ←

Verify PIN ←

Login


5. The **Select an Application** Type page will be displayed.

**5.1 Application Type:** Select a **New Applicant** from the drop-down menu .

**5.2** Click on **“Continue”**.

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6. The **Apply for Admissions** page will be displayed.

6.1 **Admission Term\***: Select a “**Semester1 2020-2021**” from the drop down menu .

6.2 **First Name\***: Enter your first name.

6.3 **Middle Name**: Enter your middle name. *(optional)*

6.4 **Last Name Prefix**: Enter your last name prefix. *(optional)*

6.5 **Last Name\***: Enter your last name.

6.6 Click on “**Fill Out Application**”.

7. The **Application checklist** page will be displayed.

Follow the information checklist and enter the information requested in each category starting with “**Name**” link.

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**Application Checklist** Exit

You must complete all sections to apply. Start with your name.  
 ✓ Tick indicates section is complete. Click **Application is Complete** when you finish all sections OR **Finish Later** to complete later.

لتقديم الطلب عليك إكمال جميع الأقسام الواردة أدناه، بدءاً بالاسم. تشير العلامة ✓ **Application is Complete** عند الانتهاء من جميع الأقسام، أو اضغط على **Finish Later** لإكمالها لاحقاً إلى إكمال القسم اضغط على

- Name ← Starting with Name
- High School
- Permanent Address
- Planned Course of Study
- Personal Information
- Additional Information
- Nationality
- Documents Upload
- Emergency Contact

**Application is Complete**

**Finish Later**

Email us: [Admissions@polytechnic.bh](mailto:Admissions@polytechnic.bh)

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8. The **Name** page will be displayed.

8.1 Check your **First, Middle and Last Name \***.

**NOTE:** Make sure it is written as in your passport or smartcard.

8.2 Click on **“Continue”**.

**Name (Checklist item 1 of 9)** Exit

Check your name is the same as on your passport or smart card. Click **Continue**.  
 تأكد من أن اسمك المدرج أدناه يتطابق مع اسمك في جواز سفرك أو بطاقةك الذكية. للاستمرار اضغط **Continue**.

Only English Letters are Allowed

\* - indicates a required field.

First Name:\*

Middle Name:\*

Last Name:\*

**Checklist** **Continue** **Finish Later**

[Return to Checklist without saving changes](#)

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9. The **Permanent Address** page will be displayed.


9.1 **Flat/Building or Villa:\*** Enter your flat and building number or villa number.

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**9.2 Road:\*** Enter your road number.

**9.3 Block:\*** Enter your block number.

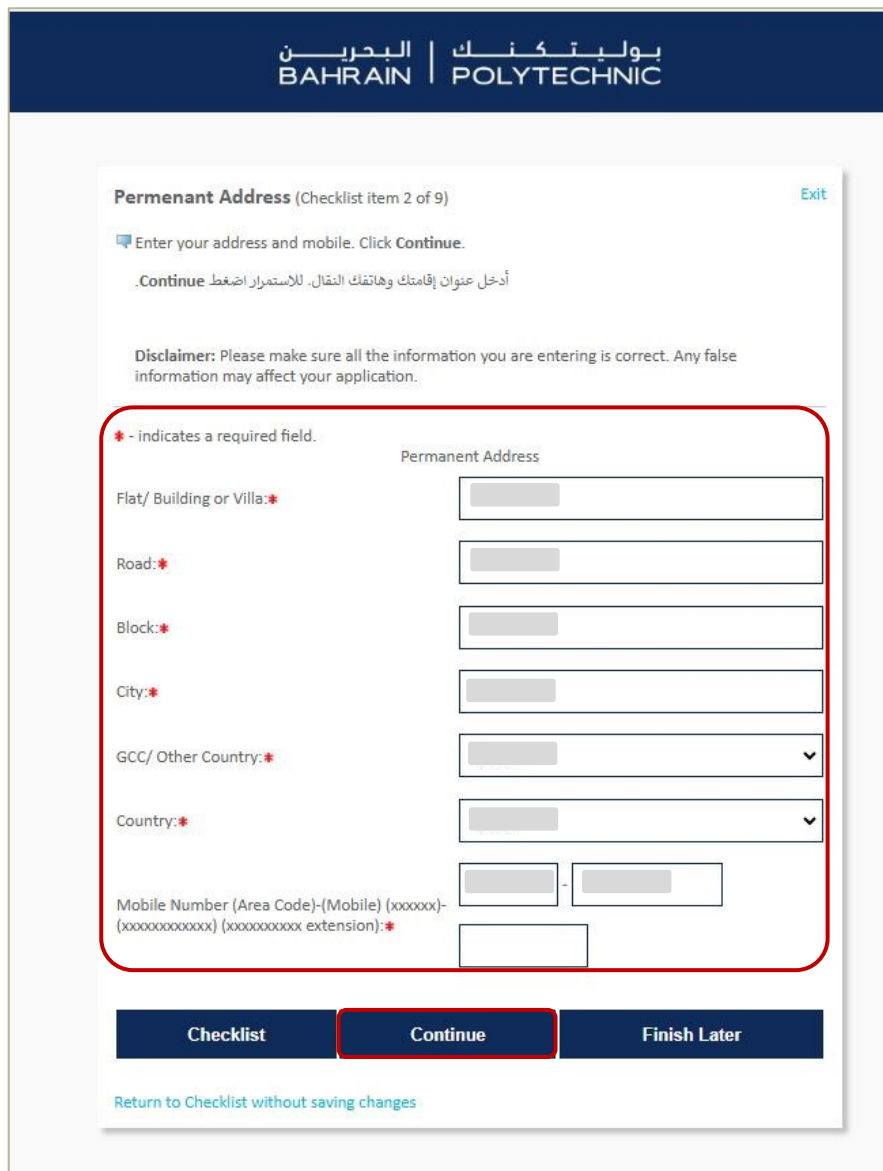
**9.4 City:\*** Enter your town name.

**9.5 GCC/Other Country:\*** Select your relevant country area (Gulf Cooperation Countries/Other County) from the drop-down menu .

**9.6 Country:\*** Select your country from the drop-down menu .

**9.7 Mobile Number (Area Code)- (Mobile):\*** Enter your country code and mobile number.

**9.8** Click on **“Continue”**.



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**Permenant Address** (Checklist item 2 of 9) [Exit](#)

Enter your address and mobile. Click **Continue**.  
أدخل عنوان إقامتك وهاتفك النقال. للاستمرار اضغط **Continue**.

**Disclaimer:** Please make sure all the information you are entering is correct. Any false information may affect your application.

\* - indicates a required field.

Permanent Address

Flat/ Building or Villa:\*

Road:\*

Block:\*

City:\*

GCC/ Other Country:\*

Country:\*

Mobile Number (Area Code)-(Mobile) (xxxxxx)-  
(xxxxxxxxxxxx) (xxxxxxxxxx extension):\*


**Continue**

[Return to Checklist without saving changes](#)

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10. The **Personal Information** page will be displayed.

10.1 **Nationality:**\* Select your citizenship as in your passport from the drop-down menu .


10.2 **Personal Email:**\* Enter your email address.


10.3 **Verify e-mail address:**\* Re-enter your email address.

10.4 **CPR (XXXXXXXX):**\* Enter your CPR number.

10.5 **Gender:**\* Select your gender from the drop-down menu .

10.6 **Birth Date:**\*

- **Month:** Select month of your birth date from the drop-down menu .

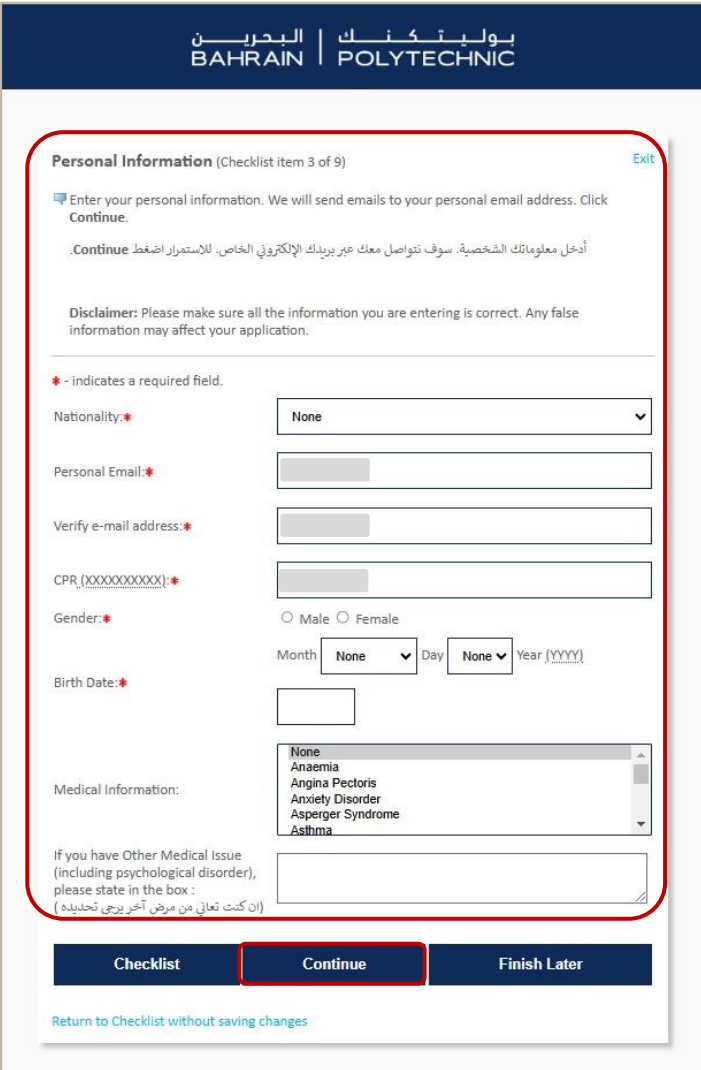
- **Day:** Select day of your birth date from the drop-down menu .

- **Year:** Enter year of your birth date.

10.7 **Medical Information:** Select medical condition/s if you suffer from any from the list box.

**NOTE:** If you have other Medical Issue please state in the box.

10.8 Click on **“Continue”**.



The screenshot shows the 'Personal Information' form with the following fields and options:


- Nationality:** \* None (dropdown)
- Personal Email:** \*
- Verify e-mail address:** \*
- CPR (XXXXXXXX):** \*
- Gender:** \*  Male  Female
- Birth Date:** \* Month: None (dropdown), Day: None (dropdown), Year: (YYYY)
- Medical Information:** List box containing: None, Anaemia, Angina Pectoris, Anxiety Disorder, Asperger Syndrome, Asthma.
- Other Medical Issue:** (including psychological disorder), please state in the box: (ان كنت تعاني من مرض آخر يرجى تحديده)

At the bottom, there are three buttons: Checklist, Continue (highlighted with a red box), and Finish Later. A red circle with the number '10' is positioned to the right of the form.

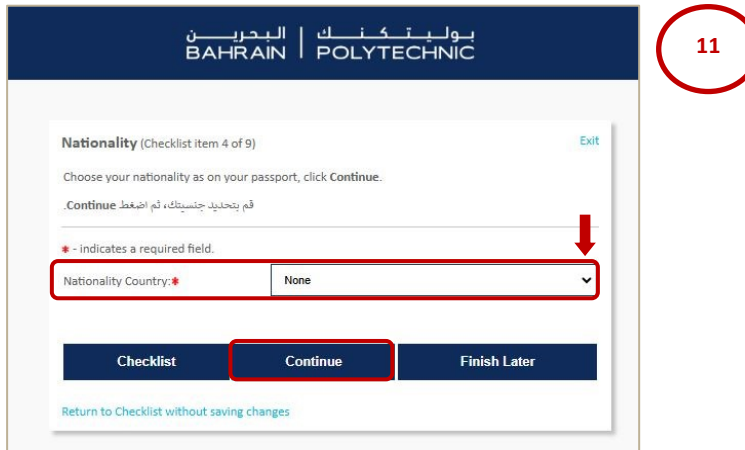
## How to Apply Online to Bahrain Polytechnic

11. The **Nationality** page will be displayed.

11.1 **Nationality Country:**\* Select the country whose citizenship you hold (have the passport)

from the drop-down menu .

11.2 Click on **“Continue”**.



12. The **Emergency Contact** page will be displayed.

12.1 **Relationship:**\* Select person relationship for emergency contact from the drop-down menu .

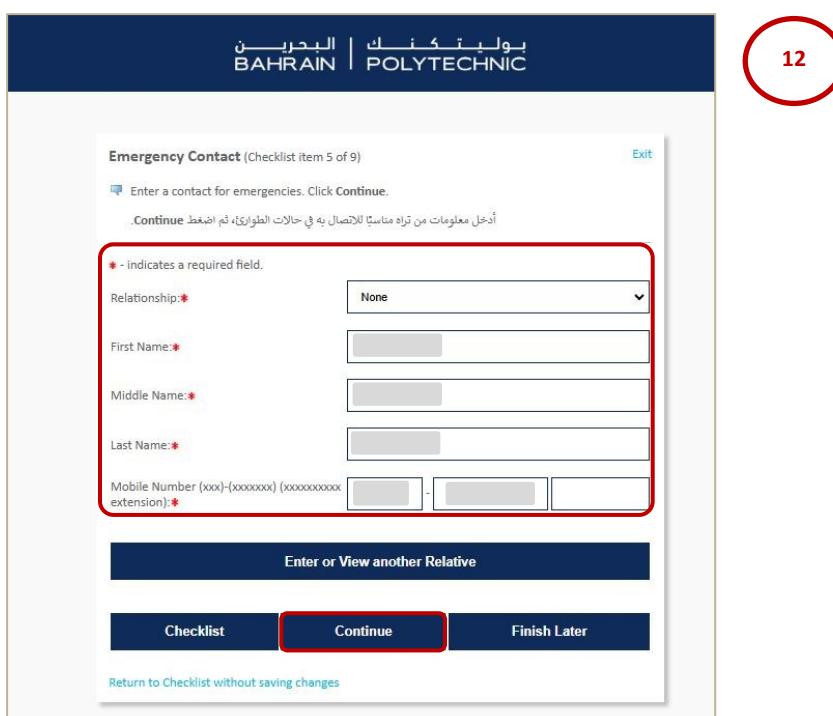
12.2 **First Name:**\* Enter your person relationship first name.

12.3 **Middle Name:**\* Enter your person relationship middle name.

12.4 **Last Name:**\* Enter your person relationship last name.

12.5 **Mobile Number (Area Code)- (Mobile):**\* Enter your person relationship country code and mobile number.


12.6 Click on **“Continue”**.




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13. The **High School** page will be displayed.

13.1 Click on “**Lookup High School Code**” link.

13.2 Select the **Country** from the drop-down menu .

13.3 Click on “**List Cities in Selected State, Province or Country**”.

13.4 Select the city your **High School** is located in from the drop-down menu .

13.5 Click on “**List High Schools in selected City**”.



13.6 Select **High School Name** from the drop-down menu .

13.7 Click on “**Copy selected High School information to Data Entry form**”.



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### 13.8 Select your Graduation date/ Expected Date \*:


- **Month:** Select month of your graduation from the drop-down menu .
- **Day:** Select day of your graduation from the drop-down menu .
- **Year:** Enter year of your graduation.

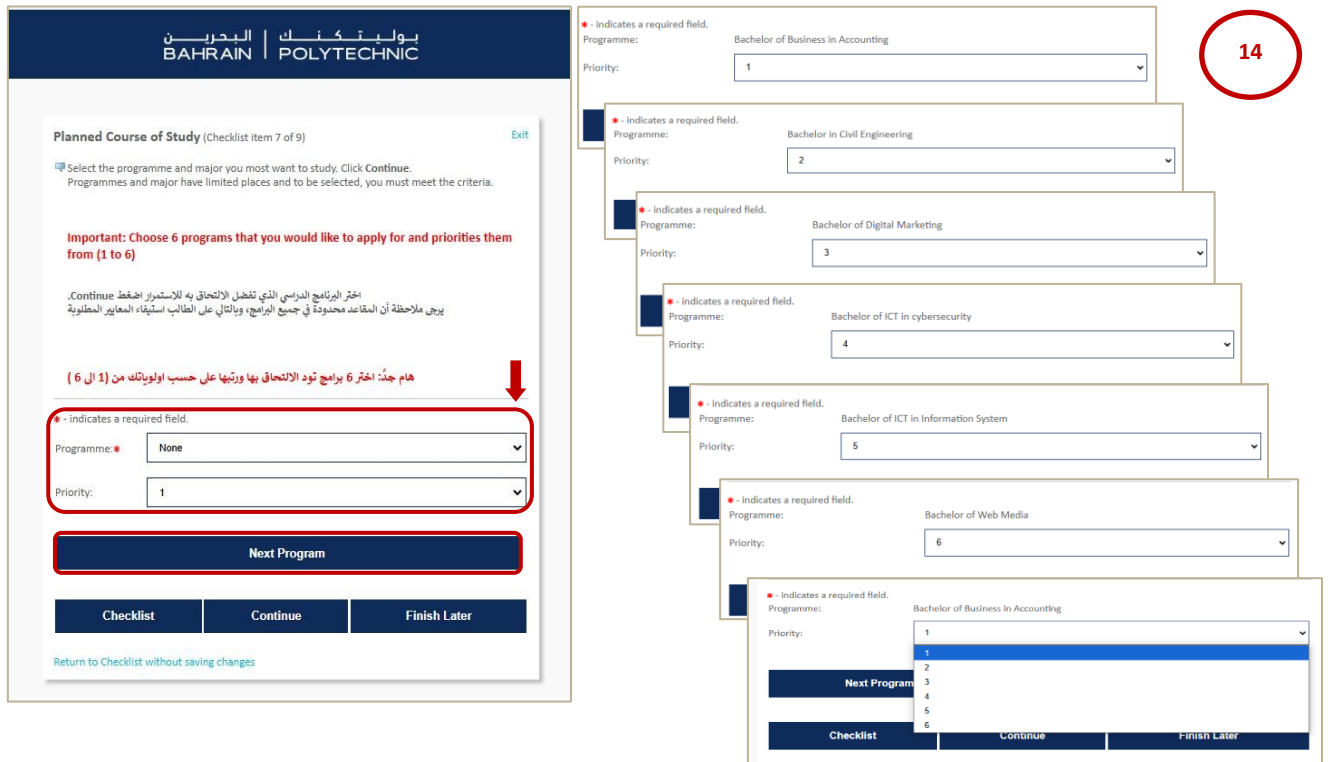
### 13.9 Select your (Study Track) in high school.

### 13.10 Click on “Continue”.

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### 14. The Planned Course of Study page will be displayed.

- 14.1 Select the **Programme \*** from the drop-down menu .
- 14.2 Select the **Priority** starting from 1 until 6.
- 14.3 Click **Next Programme** to select all 6 programmes.
- 14.4 Click on **“Continue”**.



The screenshot shows the 'Planned Course of Study' page with a checklist of 6 programs. Each program has a dropdown for 'Programme' and a dropdown for 'Priority'. The programs listed are:

- Bachelor of Business in Accounting (Priority: 1)
- Bachelor in Civil Engineering (Priority: 2)
- Bachelor of Digital Marketing (Priority: 3)
- Bachelor of ICT in cybersecurity (Priority: 4)
- Bachelor of ICT in Information System (Priority: 5)
- Bachelor of Web Media (Priority: 6)

A red circle highlights the number 14. A red arrow points to the 'Next Program' button.

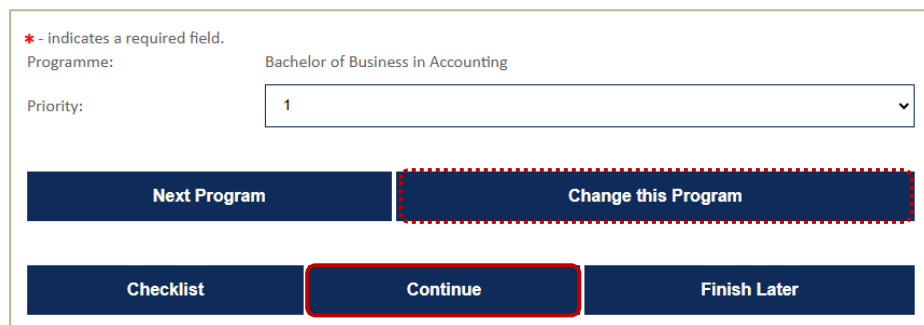
### 15. The Planned Course of Study page will be displayed again.

- 15.1 All 6 programme will be displayed with their Priority order.

**NOTE:** If you would like to change the programme that you have previously chosen:

1. Click on **“Change this Programme”**.
2. Repeat the steps from 14 to 15.

- 15.2 Click on **“Continue”**.



The screenshot shows the 'Planned Course of Study' page with the 'Change this Program' button highlighted with a red dashed border. A red circle highlights the number 15.

### 16. The Additional Information and Athletic Information:

- 16.1 Answer all questions.

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### 16.2 Click on “Continue”.

**Additional Information** (Checklist item 8 of 9) Exit

Please answer the questions below. Click Continue.  
الرجاء الإجابة على الأسئلة التالية. لا تستمر إذا لم تستطع.  
Continue

(1) Where did you hear about Bahrain Polytechnic?  
من أين سمعت عن بوليتكنك البحرين؟

- \* - indicates a required field.
- In newspaper press releases and articles (في المجلات الصحافية)  Yes  No
- In radio advertisements (في إعلانات الراديو)  Yes  No
- At an exhibition (في المعارض)  Yes  No
- At school (في المدرسة)  Yes  No
- From friends or relatives (من أحد الأصدقاء أو الأقارب)  Yes  No
- Social Media (وسائل التواصل الإجتماعي)  Yes  No
- From other sources, Please specify (من مصادرها أخرى، يرجى تحديدها)

(2) Have you looked at the Bahrain Polytechnic website?  
هل قمت بزيارة موقع بوليتكنك البحرين الإلكتروني؟  Yes  No

**Athletic Information**

(1) Would you like to participate in the Bahrain Polytechnic sport activities?  
# "Yes" please specify in the next Question:  Yes  No  No Response

(2) Type the Activity Number or Name in the box:

1. Football
2. Basketball
3. Volleyball
4. Handball
5. Track & Field
6. Tennis
7. Tennis Table

(3) Do you play for Sport Club?  Yes  No  No Response

(4) Do you have any health concerns or sport injuries?  Yes  No  No Response

Checklist **Continue** Finish Later

### 17. The Document Upload page will be displayed.

17.1 Upload valid **National Identification** and/or upload your **passport**.

17.2 **Other (Optional)**: Upload other documents (Transcript, Medical Report, Good conduct, & Equivalence Letter).

17.3 Click on “Browse” to search for the file to be uploaded.

17.4 Click on “Upload”.

17.5 Click on “Continue”.

**Documents Upload** (Checklist item 9 of 9) Exit

Upload your valid national Identification and/or Passport.  
Optional: (Transcript, graduation statement, medical report, good conduct)

**File size should not exceed 2MB**

National Identification  No file chosen

Passport  No file chosen

Other  No file chosen  **Optional**

Checklist **Continue** Finish Later

[Return to Checklist without saving changes](#)

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18. The **Application Checklist** page will be displayed.

18.1 Check all are marked with “✓”.

18.2 Click on “**Application is Complete**”.

**NOTE:** To complete your application later, click on “**Finish Later**”.

The screenshot shows the 'Application Checklist' page. At the top, it says 'BAHRAIN POLYTECHNIC'. Below that, it says 'Application Checklist' and 'Exit'. The main content area contains instructions: 'You must complete all sections to apply. Start with your name. ✓ Tick indicates section is complete. Click **Application is Complete** when you finish all sections OR **Finish Later** to complete later.' Below this, there is a list of sections with checkmarks: Name, Permanent Address, Personal Information, Nationality, Emergency Contact, High School, Planned Course of Study, Additional Information, and Documents Upload. At the bottom, there are two buttons: 'Application is Complete' and 'Finish Later'. Below the buttons, it says 'Email us: Admissions@polytechnic.bh'.

19. The **Admission Fee charge** page will be displayed.

19.1 Select the **Identification Type** from the drop-down menu .

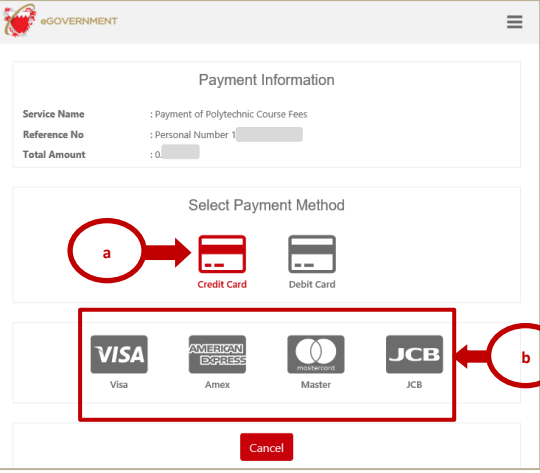
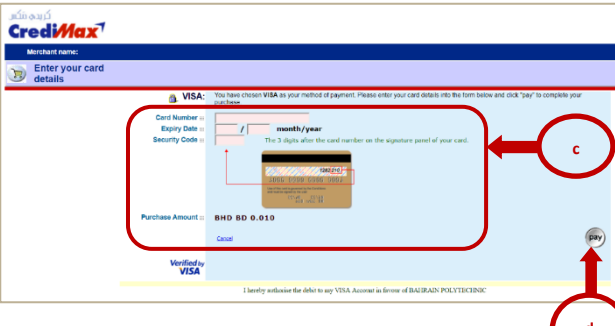
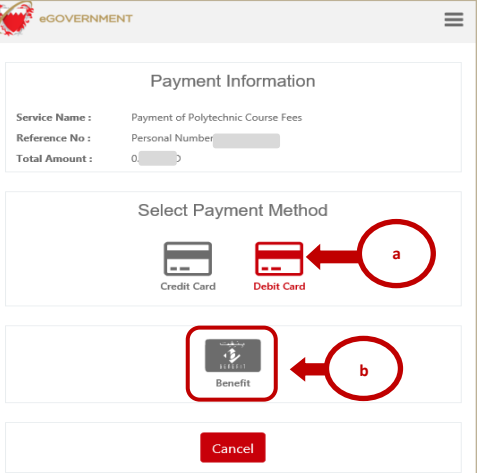
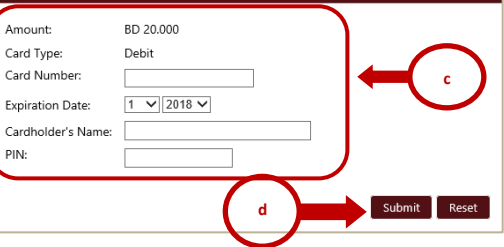
19.2 Enter the **Identification Number**.

19.3 Click on “**Continue to Online Payment**”.

The screenshot shows the 'Fee Charge' page. At the top, it says 'BAHRAIN POLYTECHNIC'. Below that, it says 'Fee Charge' and 'Exit'. The main content area contains the following text: 'By paying the application fee, I state that I have read, understood, and accepted the following terms and conditions:'. Below this, there is a list of terms and conditions. At the bottom, there are two input fields: 'Amount Due(BHD): 20' and 'CPR'. Below the input fields, there is a button: 'Continue to Online Payment'. Below the button, it says 'Back to Application Exit'.

20. The eGovernment Payment Information page will be displayed.

21. Select one of the options below for a payment method:

OPTION 1	OPTION 2
<p><b>a.</b> Select Payment Method “Credit Card”.</p> <p><b>b.</b> Select Card Type <b>Visa, Amex, Master, JCB</b>.</p>  <p><b>c.</b> Enter your card details:</p> <ul style="list-style-type: none"> <li>• <b>Card Number:</b> Enter your card number.</li> <li>• <b>Expiry Date:</b> Enter month ‘MM’ and year ‘YY’.</li> <li>• <b>Security Code:</b> enter the last 3-digit code in the signature panel of your card.</li> </ul> <p><b>d.</b> Click on “Pay”.</p> 	<p><b>a.</b> Select Payment Method “Debit Card”.</p> <p><b>b.</b> Select “Benefit”.</p>  <p><b>c.</b> Enter your card details:</p> <ul style="list-style-type: none"> <li>• <b>Card Number:</b> Enter card number.</li> <li>• <b>Expiration Date:</b> Select the month and year from the drop-down menu.</li> <li>• <b>Cardholder’s Name:</b> Enter the name on the card.</li> <li>• <b>PIN:</b> Enter the ATM password.</li> </ul> <p><b>d.</b> Click on “Submit”.</p> 

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### 22. The Payment Detail page will be displayed.

22.1 The **Receipt** will be generated for payment successful status and will receive an **Email**.

**NOTE:** Print the Receipt or Save it, this receipt will not be shown again.

22.2 Click on **“Click here to select Entry Test Date”** link.

**IMPORTANT**  
If the payment was unsuccessful:  
1. Click on **“Try Again”** link.  
2. Repeat the steps from 19 to 22.

22.3 The **Entry Test Date Selection** page will be displayed.

22.4 Select the entry test date from the drop-down menu.

22.5 Click on **“Submit”**.

22.6 The selected entry test date will be displayed and will receive an **Email** for further information about entry test.

Selected entry test date : **Tuesday, 21 January 2025 at 11:30**

Please check your email for further information about entry test.