



TANYIGBE SENIOR HIGH SCHOOL

ADMISSION GUIDE

DASHBOARD REVIEW

The TASHS Admission Dashboard is an online platform for students, parents and/or guardians to complete admission, pay fees, and access admission documents.

On the dashboard, you will find these options:

- **Confirm Placement:** Verify and accept your school placement
- **Reentry/Protocol Request:** Apply for protocol admission or Reentry if needed
- **Generate Admission Letter:** Print your admission letter any time after enrollment
- **Verify Payment:** Confirm payment if you've already paid but couldn't complete the process
- **System Tutorials:** Watch video guides or download PDF instructions

Stage 1: Confirm Placement & Make Payment

- Visit <https://admission.tashsgh.com> on any device (smartphone, tablet, or computer)
- Click "**Confirm Placement**"
- Enter your **Index Number** (12 digits, starting with 0 and ending with 25 – e.g. 012345678925)
- **(Optional:)** Search for your full name and update your index number if required
- Once placement is confirmed, you will be required to make a payment of **GH¢51.00** to proceed

Stage 2: Complete the Online Admission Form

- Enter your Index Number
- Enter your 6-digit enrolment code correctly (found on the top-left on the enrolment form)
Note: *Name, Gender, Programme, Status* and *Track* will be auto filled
- Continue and provide all other required information on the form
- After successful submission, download the following:
 - ✓ Admission Letter
 - ✓ School Prospectus

Stage 3: Print Admission Letter & Submit Forms

- Print your Admission Letter and complete all attached forms/documents
- Submit all forms/documents when reporting to school on **Monday, 20th October 2025**

Support Team:

For enquiries, contact: **024 311 5791** || **020 909 1616** or visit <https://tashsgh.com>