



Papua New Guinea University of Natural Resources and Environment

Ongor Digital Campus

User Guide for Ongor App for Students

1. INTRODUCTION

The Ongor App for Students is version 1.0. This version comprises of five modules, two Finance Modules, that is, viewing online invoice, and viewing and sending online statement to UNRE student email (Outlook), and three Student Administration Modules, that is, one Bio Module for viewing and updating Student Information, one Exam Module for sending the Semester Result Slip to the UNRE student email, and one Register Module for viewing Registration Information and sending the Registration Form to the UNRE student email.

IMPORTANT NOTE: The two new menus, that is, BIO and REGISTER are there for preparation for Registering Online next year in 2027.

2. NOTES FOR STUDENTS

- The app runs on Windows 10 and Windows 11.
- Use Digicel or Bmobile (Telikom) mobile data or UNRE WIFI for internet access.
- Students with outstanding school fees are required to pay up before semester 2 begins.
- Any queries on access please report to ICT help desk.
- Any queries on finance information please report to Bursary help desk.
- Any queries on registration information please report to Student Administration help desk.
- Follow the steps below to access.

3. GETTING STARTED

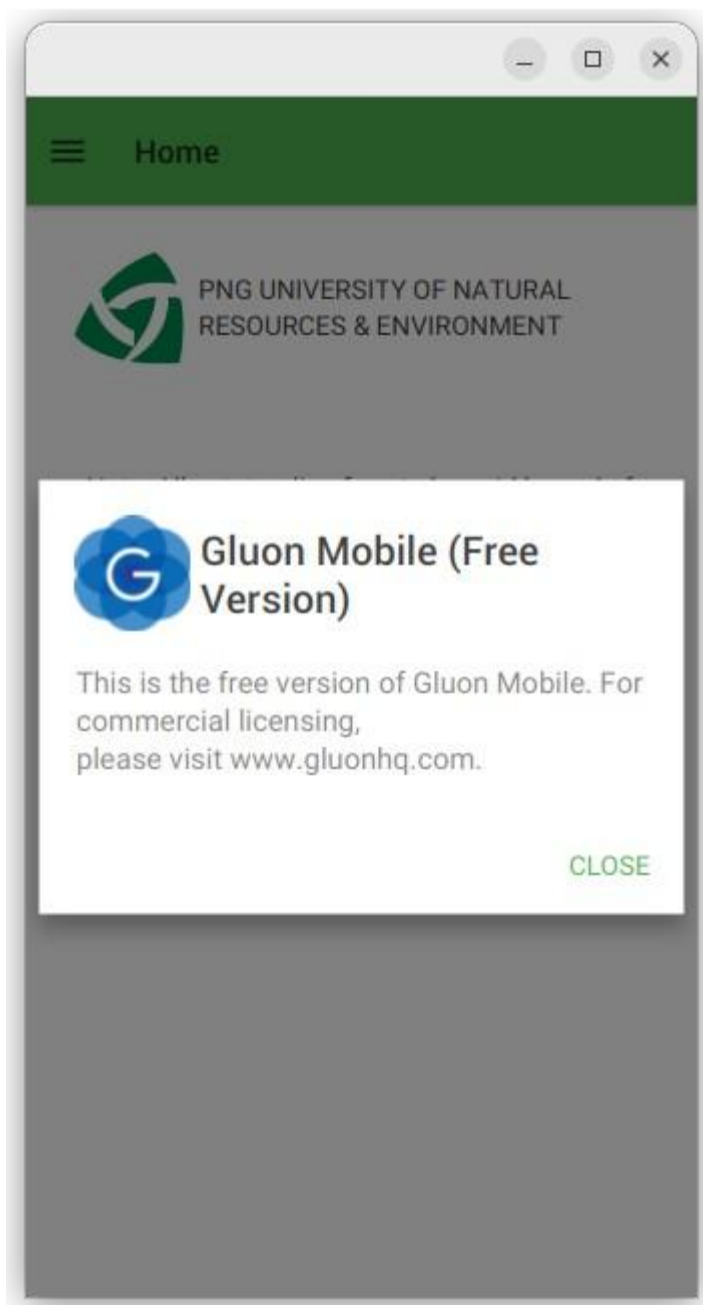
Download the Ongor-1.0.msi file from the PNG UNRE website: <https://unre.ac.pg/ongor-msi/Ongor-1.0.26.msi>

Install the app on your computer.



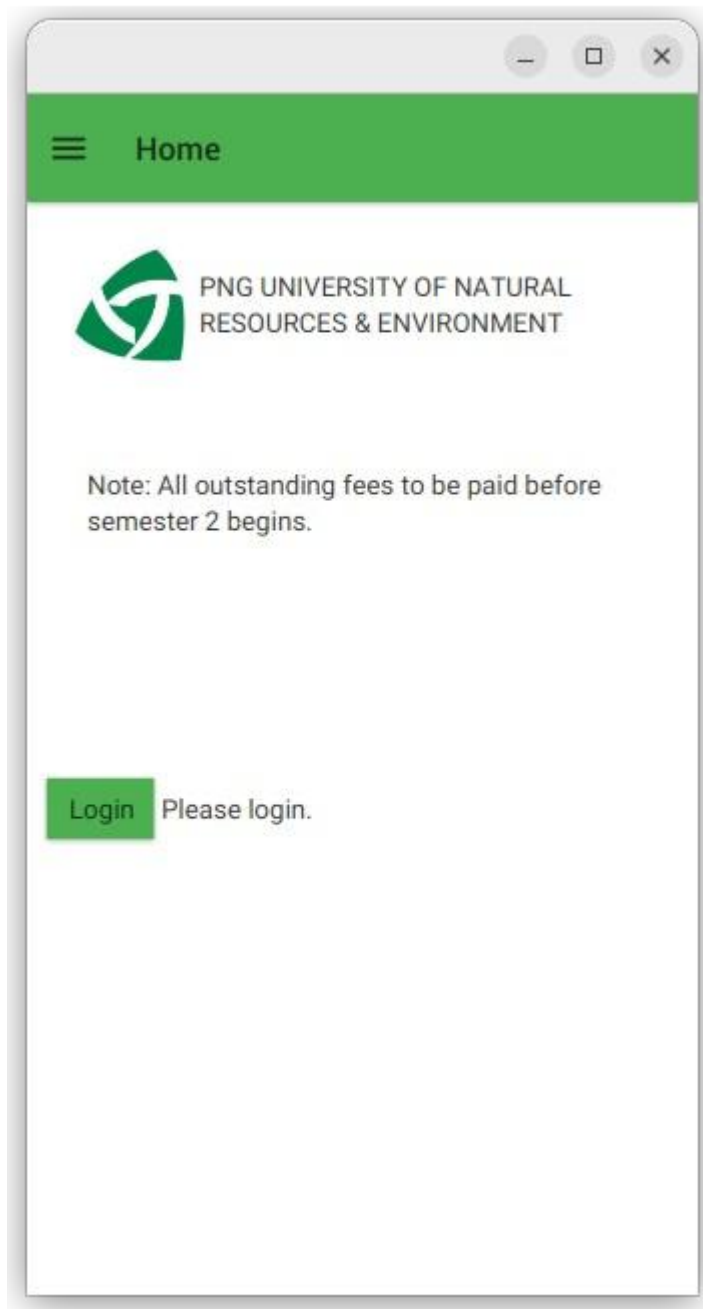
After installing, double-click on the Ongor icon on your desktop to start. You will get this splash screen as we are using a free developer's version of the Java FX Mobile package. The Java Mobile package is built for modernizing the look and feel of mobile and desktop applications.

Click CLOSE to continue.



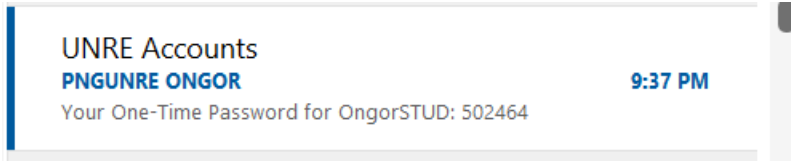
4. WELCOME

The Welcome page has notices for students. Click Login button.



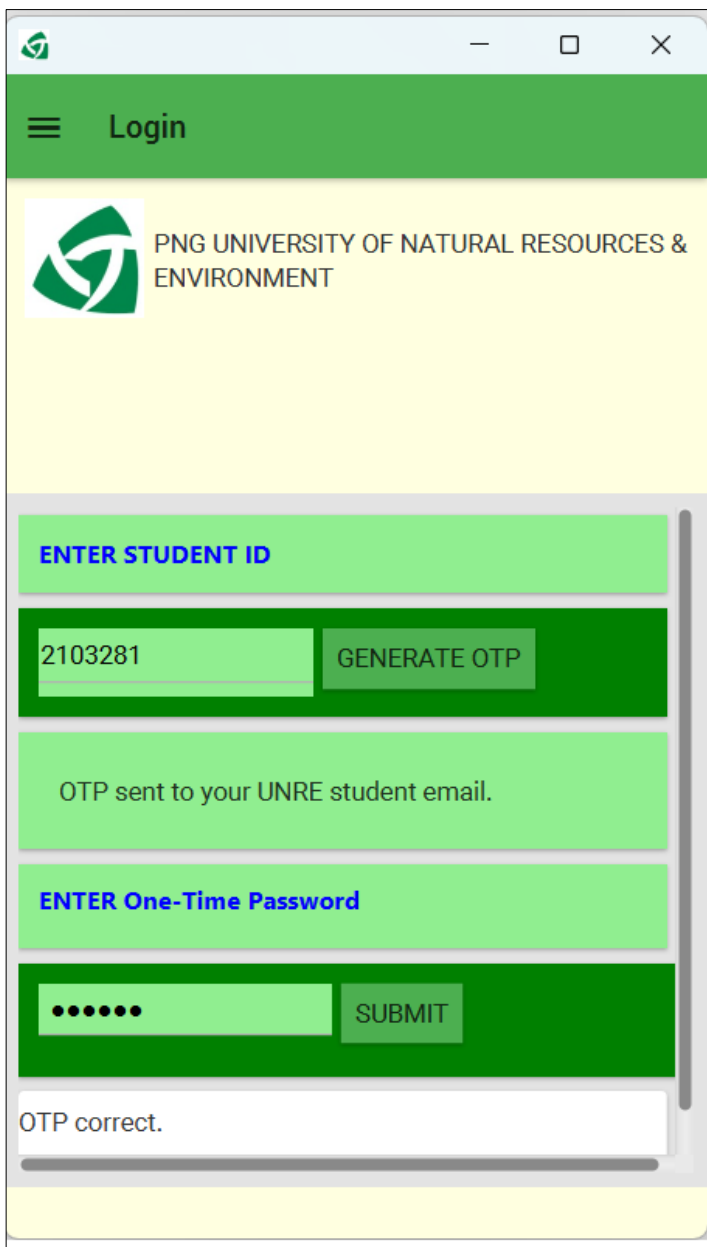
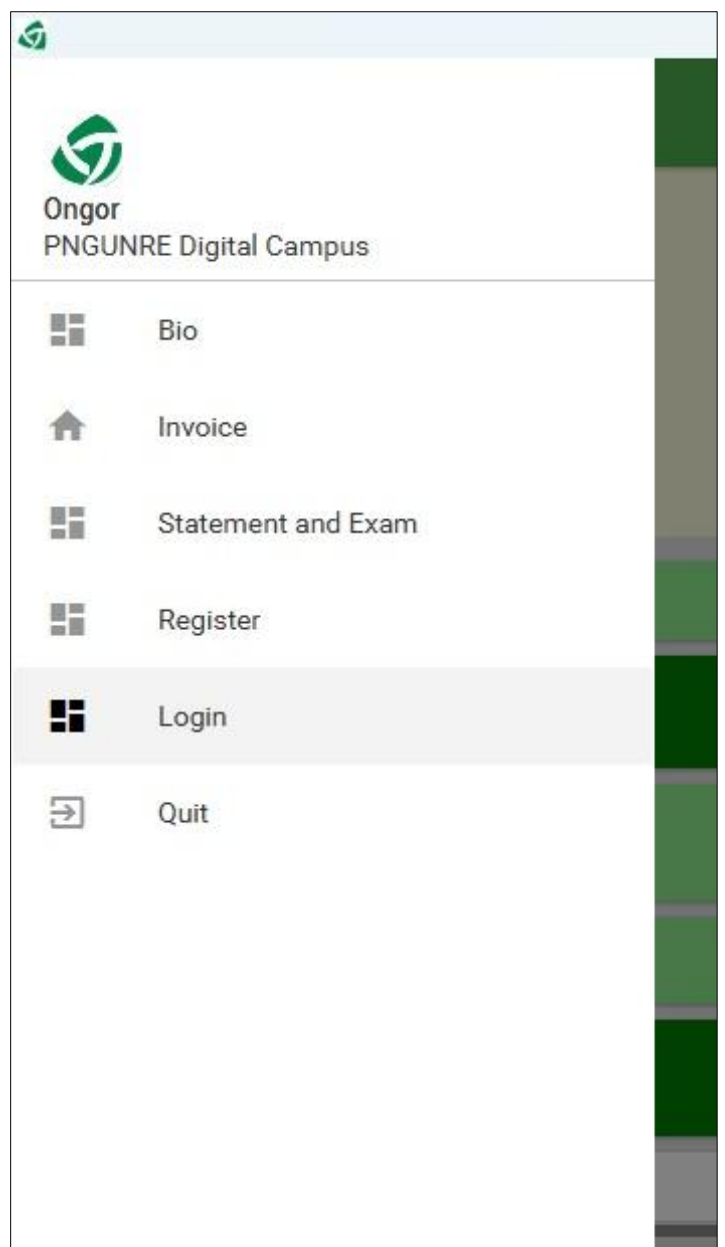
5. SECURITY

The app utilizes One-Time Password system. Enter your Student ID and click GENERATE OTP. The message “OTP sent to your UNRE student email” indicates your 6-digit One-Time Password has been sent to your UNRE student email account (Outlook). The email will be as such below:



Enter that one-time password emailed to you in the next field below and click “SUBMIT”. It will allow you access into the system. (DO NOT ENTER THE ONE IN THE EXAMPLE ABOVE.)

If you entered correctly, the menu is shown below.

A mobile app interface for the PNG University of Natural Resources & Environment. The top bar is green with a menu icon and the word 'Login'. Below is a yellow banner with the university's logo and name. The main area has a green background. It contains a section titled 'ENTER STUDENT ID' with a text input field containing '2103281' and a 'GENERATE OTP' button. Below this is a green box with the text 'OTP sent to your UNRE student email.' followed by another section titled 'ENTER One-Time Password' with a masked text input field (dots) and a 'SUBMIT' button. At the bottom, a white box displays the message 'OTP correct.'

6. BIO

To view and update your Personal Details, select Bio on the menu. It will show your details, and you will be able to update any personal information.



 My Bio

DOB	7/17/2001
RELIGION	Test
GENDER	Female
MARITAL	Single
RES DISTRICT	Kokopo
PRIVATE EMAIL	teststudentacc@gmail.com
NEXT OF KIN	Test DUMMY
RELATIONSHIP	Father
NXT KN EMAIL	Dummy@gmail
NATIONALITY	PNG
AIRPORT	Tokua
HOME ADDRESS	P.O Box 999 Test Address
SEC/NAT HIGH	Awaba Secondary
HOME PROVINCE	Enga
MATRICULATION	PNGUNRE CSFE
SLF#	222222222

Update

Refresh

Update complete.

7. INVOICE

To view online Invoice, select Invoice on menu. Click “LOAD” button at the bottom of the table to load details of your current year school fee invoice. Maximize the screen to get a better view.

Invoice

PNG UNIVERSITY OF NATURAL RESOURCES & ENVIRONMENT

School Fee Invoice

No columns in table

LOAD

Invoice

PNG UNIVERSITY OF NATURAL RESOURCES & ENVIRONMENT

Invoice loaded.

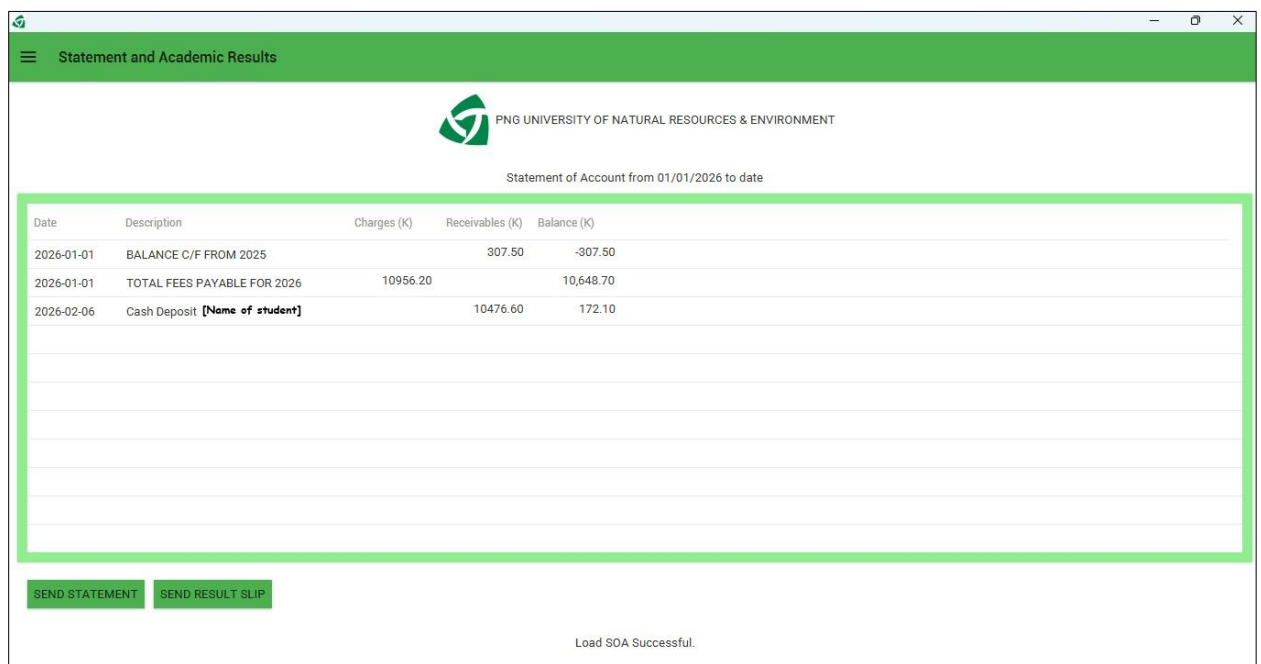
Date	Description	Amount (K)
2026-05-08	Course Fees	3280.00
2026-05-08	Clinical Services	171.00
2026-05-08	Student Rep. Subscription	100.00
2026-05-08	Academic Resources	342.00
2026-05-08	Insurance	34.20
2026-05-08	Repairs and Maintenance	342.00
2026-05-08	Boarding and Lodging	6687.00
2026-06-22	TOTAL	10,956.20

LOAD

8. STATEMENT AND EXAM

To View online statement, select Statement and Exam on the menu. Maximize the screen to get a better view.

- A. Your statement can now be downloaded. Click “SEND STATEMENT” button at the bottom of the table to send a copy of your Statement of Account to your email. The message “Your Statement of Account has been sent to your UNRE email.” Indicates that your statement has been emailed successfully. Please check your email to download your statement.



Statement and Academic Results

PNG UNIVERSITY OF NATURAL RESOURCES & ENVIRONMENT

Statement of Account from 01/01/2026 to date

Date	Description	Charges (K)	Receivables (K)	Balance (K)
2026-01-01	BALANCE C/F FROM 2025		307.50	-307.50
2026-01-01	TOTAL FEES PAYABLE FOR 2026	10956.20		10,648.70
2026-02-06	Cash Deposit [Name of student]		10476.60	172.10

SEND STATEMENT SEND RESULT SLIP

Load SOA Successful.

B. Accessing your Academic Results

Click “SEND RESULT SLIP” button at the bottom of the table to send a copy of your Semester Academic Results to your email. The message “Semester Result Slip sent to your UNRE student email” indicates your Notice of Academic Results slip for the semester has been emailed successfully. Please check your email to download your Result slip.

9. REGISTER

To view your registration information, click Register on the menu. Here you can only VIEW your registration status and information and download your Registration Form. When you click the “Email RF” button, your registration form will be sent to your UNRE student email. You can then, download it there, and then print it for signing.




Register To Study

FINANCIAL STATUS
 Tuition
 SUB-TOTAL - COMPULSORY FEES (100%)
 Resident
 BOARDING & LODGING (61%)
 Statement Summary
 Balance = Invoice - Receivables = 10648.70 - 10476.60 =
REGISTRATION STATUS
 Proceed
REGISTRATION FORM

DORM	ROOM NO	MEAL NO
Enrolment: BECC	BECC	3

SEMESTER	COURSE ...	COURSE NAME
20261	ECC312	Sustainability and Developmen
20261	ECC313	Critical Perspective in Environ
20261	ECC314	Business, Environment and Su
20261	ECC316	Strategic Planning for Climate

Email RF
Refresh

10. Additional menus and upgrades and/or further improvements to the app will be added in later versions and made available.