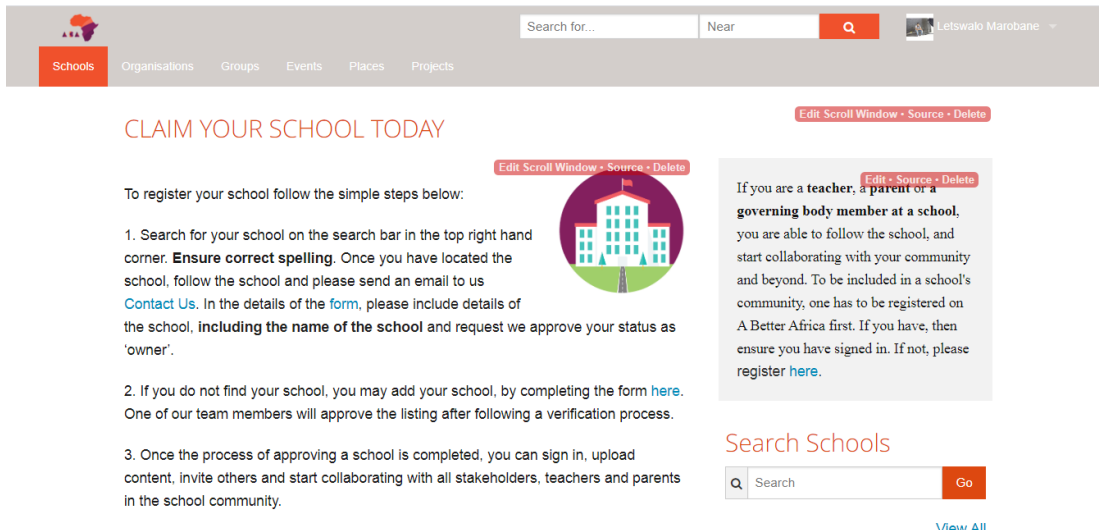
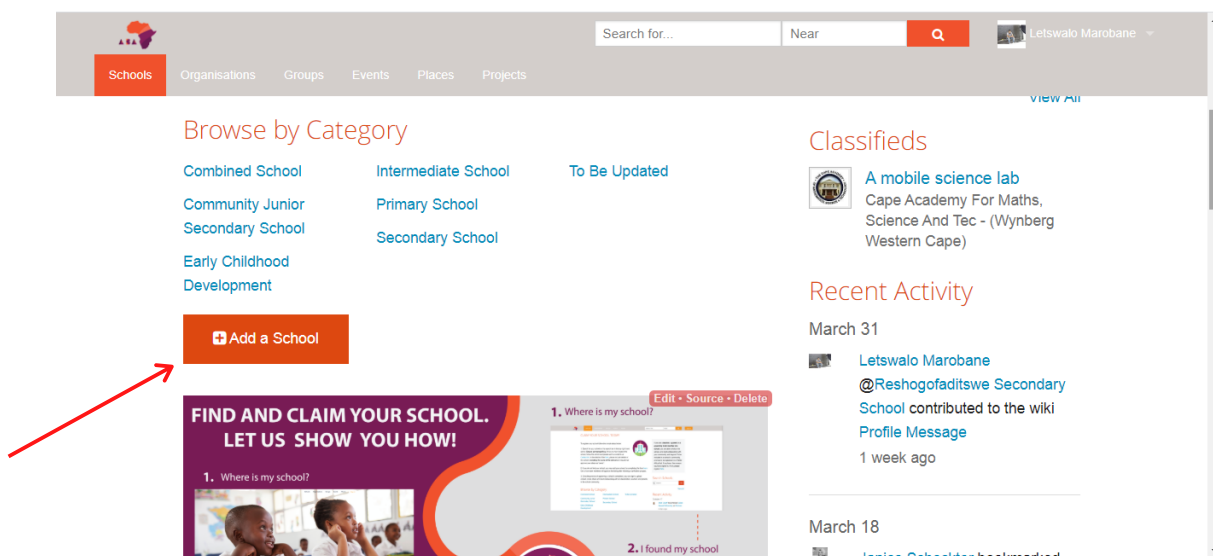


Tutorial 3

How to add your school if it's not listed



1. So you've read the tutorial "How to find your school on A Better Africa" and you've not managed to locate the listing.



2. On the Schools page, select 'add a school' which takes you to a form that you will need to complete.

Add a School

Please search to see if the school already exists before requesting for it to be added. Next, enter listing information about your business or organization. After completing this form, our staff will contact you to verify the school and help you get started.

Who can add a school?
The admin can add a school.

Basic Information

School Name *
100 characters max

Category
Combined School

Street Address
80 characters max

City
80 characters max

State/Province
80 characters max

Zip/Postal Code

3. Under basic information add all the required school information such as school name, category, street name, etc. Make sure that you complete all the mandatory information which is marked with a red asterisk.

This school is now waiting for approval before it is available in the directory

Continue on to: [Buhlebemfundo Secondary School](#)

Who can add a school?
The admin can add a school.

[About](#) [Contact](#) [Terms](#) [Privacy](#)

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4. After completing the form, our team will approve the listing, following a verification process.

Once the school has been verified, we will alert you and you can sign in, upload content, invite others and start collaborating with all stakeholders, teachers, and parents in the school community. Look out for tutorial on "how to populate your school's profile with great content".

Thanks for reading