



PRESEC- LEGON REPORT SYSTEM

HOW TO ACCESS YOUR SEMESTER REPORT ONLINE.

VISIT:

GUIDE LINE FOR FIRST YEAR STUDENTS

VISIT: <https://www.mysemesterreport.com/PRESEC/>

FAQ:

- I have entered the admission number given severally but still getting "access denied" feedback.*

Response: Please ensure you are typing the correct Admission Number; for example, for science program with ICT your code begins with "S-IT" the letter "I" is mostly replaced with the number 1. Ensure you type the letter "I" instead of the number 1. Same applies to Visual Arts program Code; "VIS "

FAQ:

- I received SMS but my Wards report is Blank with Asterisks in all the Learning Area.*

RESPONSE: Your son may have change class or May have written the exams in a different class other than his official class allocated. He will need to report to the Academic office to have the issue addressed.

Follow **the steps below:**

At the point of visiting this website you should have received an SMS from the school System Administrator. The SMS will come with ADMISSION NUMBER of your Ward with his Full NAME. This SMS will be sent to ONLY the number provided by your Ward.

NB: SMS can be sent to ONLY one person, either the FATHER, MOTHER or GUARDIAN.

SMS SAMPLE

Dear Parent, //

Online Reports Login Details for STEPHEN PRIMO //

Admission #: SCI/23/001//

Visit: <https://www.mysemesterreport.com/PRESEC/> to Purchase ACCESS CODE

Announcements

SEMESTER REPORT FOR FORM 1
1ST SEMESTER RESULTS OF 2024-
2025 ACADEMIC YEAR ARE
ONLINE NOW. PURCHASE ACCESS
CODE IF YOU DO NOT HAVE ONE.
THANK YOU.

[Lost your access code? Get a new one here](#)

Sign In

Admission Number:

Example: SCI/14/001

Access Code:

Example: 498341

[Sign In](#)

Need a new access code? [Click Here to purchase an Access Code at GH¢12.00](#)
Thank you

Didn't receive the access code after payment? [Click here](#)

Support Center

For assistance, please contact
+233 (0) 54 198 2749 (SMS Only)

[Click Here to Learn How to Buy Access Code and Check your Report \(pdf\)](#)

[Click Here to Learn How to Check your Report \(video\)](#)

[Click Here to Learn How to Purchase Access Code \(video\)](#)

STEP 1

Enter the “Admission Number” and “Access Code” in the space provided as shown below

FAQ:

- 3. *My Ward results show one or two learning area with Asterisks but he confirmed that he sat for the Exams.*

Response: Don't worry when you have such issue, let your ward report the issue to the subject Teacher or come to the office of Assistant Headmaster Academic for the issue to be addressed.

PRESBYTERIAN BOYS' SECONDARY SCHOOL LEGON

Announcements
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Example: SCL/14/001

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STEP 2

Press/Click “Sign In” button.

FAQ:

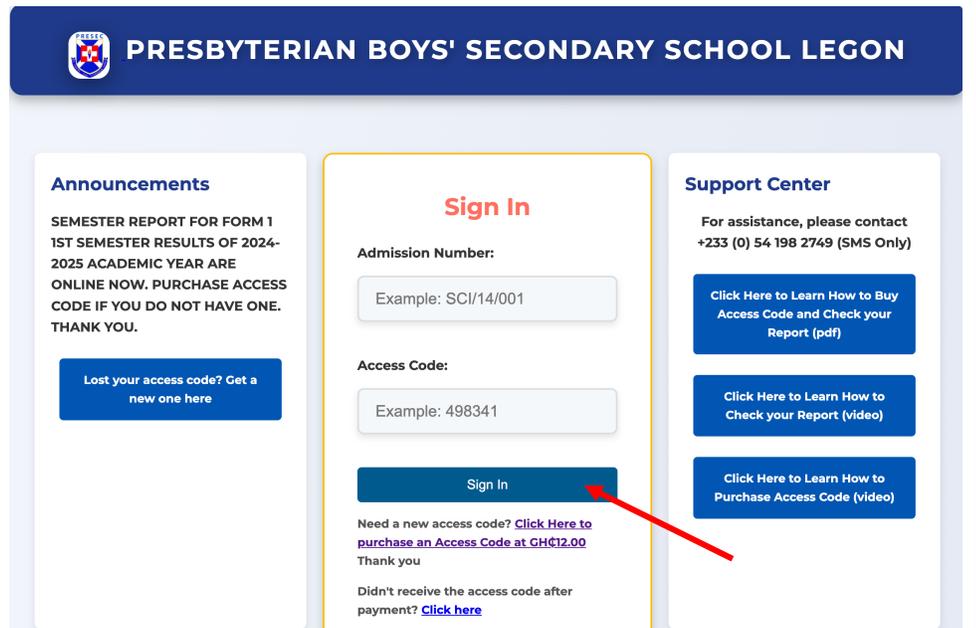
- 4. *I did not receive the SMS from the school, so I’m unable to access my Ward’s Report.*

Response:

It could be that you have changed your contact or your Ward entered a wrong contact.

To help us solve this problem, send an SMS with your wards full name and class (begin with his SURNAME) to 0541982749, and wait patiently for a response

NB: Please DO NOT CALL. SMS ONLY



STEP 3

Scroll down and click the “Semester Reports” button with “Online 1”

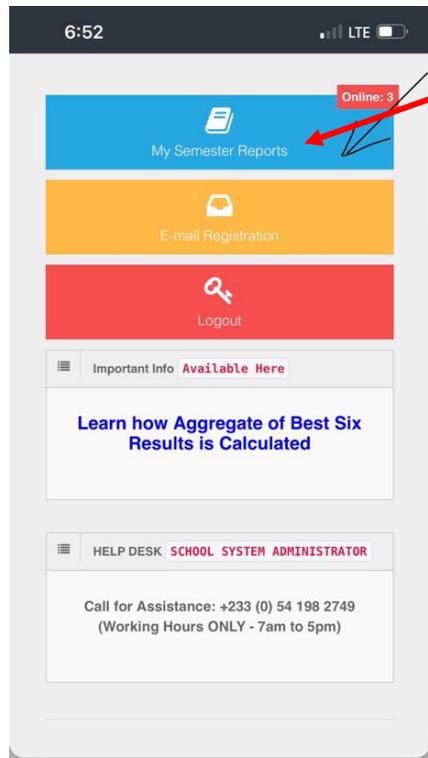
FAQ:

- 5. *How often can I check my results with the ACCESS CODE purchased.?*

Response: There is no limit to the number of times one can check results, feel free to access as many times as you can.

The ACCESS CODE received expires at the end of the Semester. You will be required to get a new ACCESS CODE to access the next Semester Results.

NB: Your Wards ADMISSION NUMBER will NOT change until he complete the school but the Access Code will change every Semester and you will be required to purchase in other to access his results.



STEP 4

Click **“Select your Semester Reports”** and click the **“Generate Selected Semester’s Report”**

FAQ:

6. *Do I have to Pay for the Access Code before checking my Ward’s Results?*

Response: YES, a small token to help subsidize Server Cost and also provide some logistics needed to improve the service. PAY ONCE A SEMESTER and ACCESS MANY TIMES WITHIN THAT SEMESTER.

7:24

PRESEC

**PRESBYTERIAN BOYS'
SECONDARY SCHOOL
LEGON**

AGYEMANG DENNIS 'S Semester Report(s)

Available Semester Report(s)*

Select Your Semester Report

Generate Selected Semester's Report

Prepare Transcript

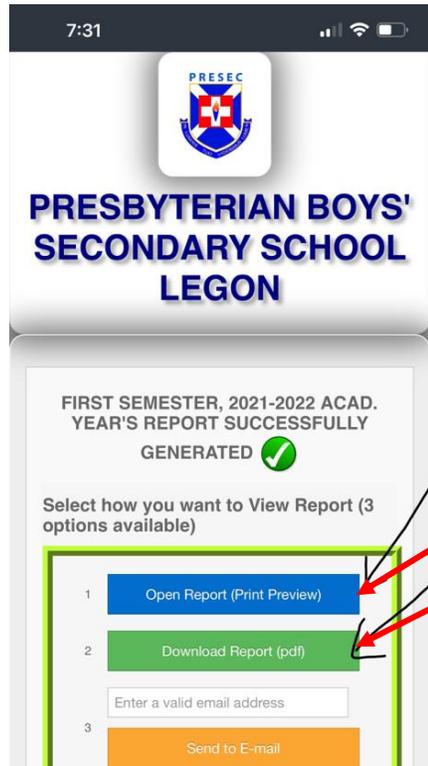
STEP 5

Click **“Print Preview Report”** or **“Download Report(pdf)”** to view the content on the report.

FAQ:

7. *Can I call the Help Line?*

Response: NO, you are to send any issues/challenge to the help line Via SMS and you will be attended to or called if the need be. Most of the issues can be addressed by the students.



PROVISIONAL RESULTS WILL BE RELEASED BEFORE CLOSE OF DAY FRIDAY 27TH JUNE, 2025. ANY ISSUE THAT HAS NOT BEEN ADDRESSED(FAQ) REGARDING THE RESULTS SHOULD BE CHANNLED THROUGH THE OFFICE OF THE ASST. HEADMASTER ACADEMIC. THANK YOU FOR YOUR PATIENCE.

Date Released: 23rd June, 2025

Signed:

Assist. Headmaster Academic