



NGĀTI WHĀTUA ŌRĀKEI

OHA HUB

User Guide



Welcome to the OHA portal!

This guide will help you navigate the platform, register, verify your account, and link a child to apply for grants. Follow these steps for a smooth experience.



1. Homepage

Start by visiting the OHA homepage:
<https://oha.nwo.nz/login>

Sign-in

NWO ID*
NWO -

Password*

SIGN IN

No account? Register Forgot NWO ID or password?

2. Registering for an Account

Registration Process

- Click on "No account? Register"
- Fill out the required information (name, email, and password)

Verify your information

- Double-check the entered details for accuracy
- If any information is incorrect, update it before proceeding.

Submit Registration:

- Once satisfied, click submit.
- You will receive a confirmation message indicating your information has been accepted

Register an account

NWO ID*
NWO -

First name*

Last name*

Date of birth*

Email*

Confirm email*

Password*

Confirm password*

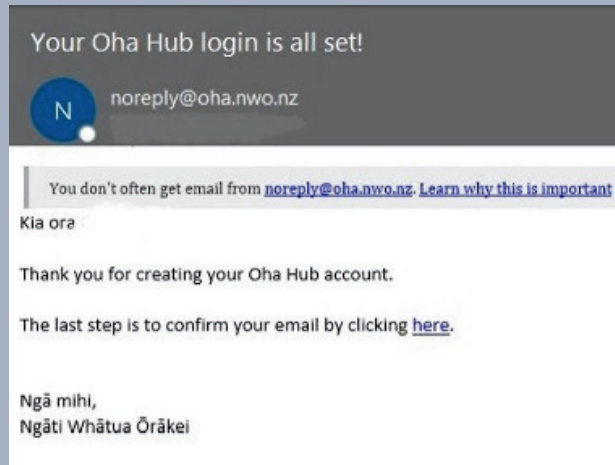
REGISTER

Already have an account? Sign in

3. Verification Process

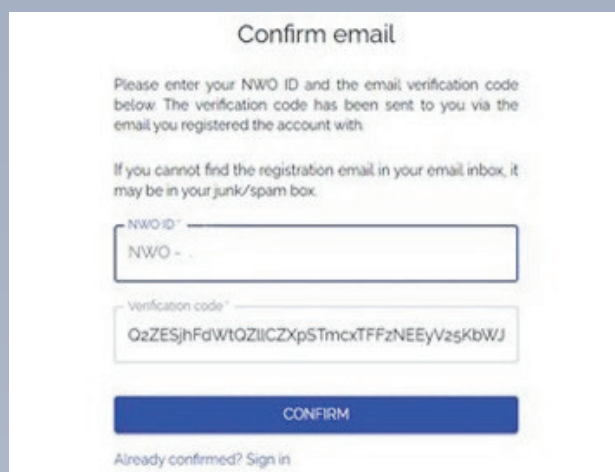
Check your email

- After registration, an email will be sent to your registered email address.



Confirm your email

- Click the link provided in the email to verify your account.
- A confirmation page will open to confirm your email has been verified.



Sign In

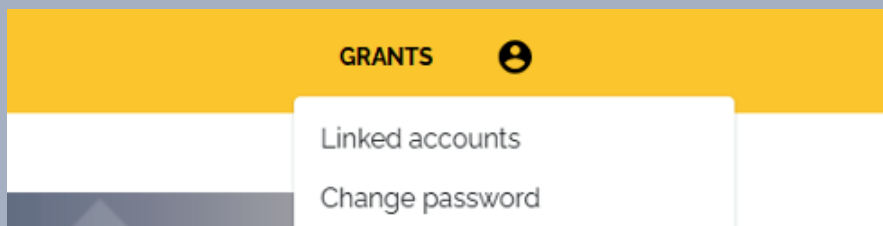
- Return to the homepage and use your credentials to log in.
- Below is your homepage



4. Linking Accounts

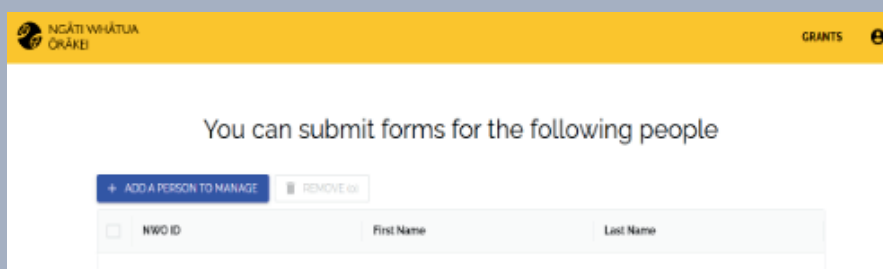
Access the linked accounts option

- Once signed in, navigate as per the picture below.



Enter Child Details

- Provide required information such as the child's name, age and NWŌ ID Number.



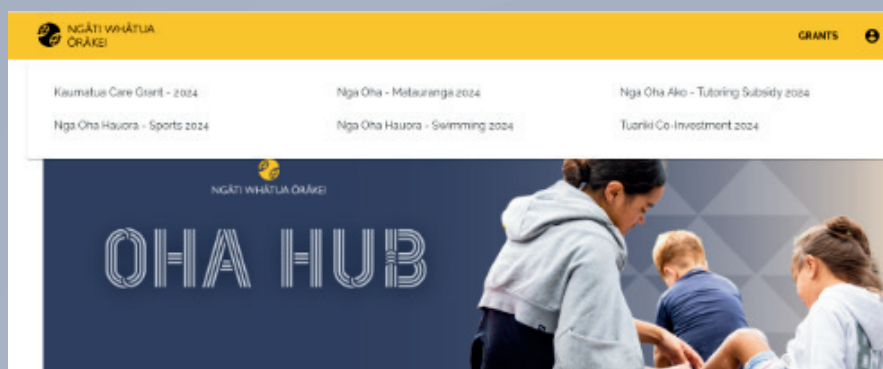
Review and Submit

- Review the entered details.
- Click submit to complete the linking process.

5. Applying for an OHA

Select the Grant

- Navigate to the **Grants** section from the dashboard.
- Browse through the list of grants and select the one most relevant to your needs



Complete the Application

- Follow the instructions to fill out the grant application form.
- Attach any required documentation

Submit Application

- Review your application and click **submit**.
- You will receive a confirmation message upon successful submission

Troubleshooting & Support

1. Common Issues

- **Didn't receive a verification email?**
 - Check your spam/junk email folder.
 - Resend the email using the link on the login page.
- **Can't sign in?**
 - Ensure your email and password are correct.
 - Use the Forgot Password link if needed

Contact Support

If issues persist, contact support on: oha@nwo.iwi.nz

Ngā mihi nui, The Oha Team

