

# REGISTRATION GUIDELINES FOR THE 2015/2016 SCHOOL OF PRE-DEGREE AND REMEDIAL STUDIES ADMISSION

**PLEASE READ THE FOLLOWING STEPS CAREFULLY BEFORE STARTING YOUR ONLINE REGISTRATION**

## **STEP 1: ADMISSION DOCUMENTATION**

- a) Use **Google Chrome Browser** to log on to [www.umyu.edu.ng/pgnew\\_students\\_admission/](http://www.umyu.edu.ng/pgnew_students_admission/)
- b) To print your Admission Letter, click on **‘Print Admission Letter’** link at the left hand side. It is recommended to use a color printer to print your admission letter. **Note that you can only print your original admission letter ONCE.**

## **STEP 2: PROFILE UPDATE**

Before proceeding to this step make sure that you have completed **STEP 1** successfully.

- a) To commence the **online registration**, click **‘Log on to Portal’** link under **‘Print Other Forms’** link to open your personalized page.
- b) Supply all the required information on your personalized page including your most recent passport photograph (Snapped on **RED** background), signature, email address, home address and phone number.

## **IMPORTANT NOTES**

- Please ensure that all the information supplied above is to the best of your knowledge correct.
- Your recent passport photograph and signature must be legible and in JPEG format less than 100kb in size.
- Ensure you click on the **‘Save Profile’** button at the end of the page to complete your registration.

## **STEP 3: PAYMENT OF SCHOOL FEES**

Before proceeding to this step make sure you complete **STEP 2** successfully.

- a) The system will automatically redirect you to the payment page immediately you click the **‘Save Profile’** button as described in step 2 above.
- b) Please choose any of the following payment options to pay your school fees:
  - i. **Pay Choice:**

Use this option to generate transaction ID to pay cash in any of the following Banks:-

- Fidelity Bank (Nationwide)
- FCMB Katsina Branch
- UBA Katsina Branch
- Union Bank Katsina Branch
- Skye Bank Katsina Branch

Or use **Quickteller** by login on to [www.quickteller.com/umyu](http://www.quickteller.com/umyu) and follow the instructions.

**IMPORTANT NOTES**

- Payments made at Banks other than Fidelity Bank attract an additional **Bank Charges** of **₦100.00** only.
  
- ii. **College Pay:** Use this option to pay online with your ATM card via the Interswitch Platform.

**STEP 4: SUBMISSION OF REGISTRATION DOCUMENTS**

Before proceeding to this step make sure you complete **STEP 1 to 3** successfully.

- a) Submit copies of all completed forms, payment receipts and credentials to the following units:
- Your Department
  - School of Pre-degree and Remedial Studeies

SCHOOL OF PRE-DEGREE AND REMEDIAL STUDIES  
 UMARU MUSA YAR'ADUA UNIVERSITY, KATSINA  
 APPROVED SCHEDULE OF FEES FOR 2015/2016 ACADEMIC SESSION

S/N	FEES ITEMS	KATSINA STUDENTS	NON KATSINA STUDENTS	REMARK
		NEW FEES	NEW FEES	
		N	N	
1	TUITION FEES	32,500.00	42,500.00	SESSION/YEAR
2	LIBRARY FEES	1,000.00	1,000.00	SESSION/YEAR
3	MEDICAL FEES(TISHIP)	2,000.00	2,000.00	SESSION/YEAR
4	STUDENT ID CARD	1,000.00	1,000.00	SESSION/YEAR
5	CAUTION FEES	2,000.00	2,000.00	SESSION/YEAR
6	EXAMINATION/PRACTICALS	3,000.00	3,000.00	SESSION/YEAR
7	PORTAL CHARGES	2,500.00	2,500.00	SESSION/YEAR
	TOTAL	44,000.00	54,000.00	