



UNIVERSITY OF LAGOS  
SCHOOL OF POSTGRADUATE STUDIES  
**SCREENING/VERIFICATION/REGISTRATION REQUIREMENTS  
FOR FRESH STUDENTS 2016/2017 SESSION**

1	Biodata Form	4 COPIES
2	Course Form	4 COPIES
3	Admission Letter	4 COPIES
4	Acceptance Letter	4 COPIES
5	First degree certificate ( <b>Not statement of result</b> ) or Transcript (unsealed transcript is unacceptable)	4 COPIES
6	NYSC discharge certificate or exemption certificate	4 COPIES
7	Marriage certificate (Married women)	4 COPIES
8	Tellers (online receipts)	4 COPIES
9	Receipt for prospectus	4 COPIES

**NOTE: Please ensure that the documents in nos. 1-9 are arranged in the following format:**

Set 1	Set 2	Set 3	Set 4
Biodata Course Form Admission Letter Acceptance Letter First degree certificate ( <b>Not statement of result</b> ) or Transcript (unsealed transcript is unacceptable) NYSC discharge certificate or exemption certificate Marriage certificate (Married women) Tellers (online receipts) Receipt for prospectus	Biodata Course Form Admission Letter Acceptance Letter First degree certificate ( <b>Not statement of result</b> ) or Transcript (unsealed transcript is unacceptable) NYSC discharge certificate or exemption certificate Marriage certificate (Married women) Tellers (online receipts) Receipt for prospectus	Biodata Course Form Admission Letter Acceptance Letter First degree certificate ( <b>Not statement of result</b> ) or Transcript (unsealed transcript is unacceptable) NYSC discharge certificate or exemption certificate Marriage certificate (Married women) Tellers (online receipts) Receipt for prospectus	Biodata Course Form Admission Letter Acceptance Letter First degree certificate ( <b>Not statement of result</b> ) or Transcript (unsealed transcript is unacceptable) NYSC discharge certificate or exemption certificate Marriage certificate (Married women) Tellers (online receipts) Receipt for prospectus

**NOTE:** All new students **MUST** provide their original credentials for sighting at the point of screening and all documents **MUST** be in coloured form. The School of Postgraduate is the final stage of the registration process. Payment of school fees should be done at the designated banks.

In some exceptional cases, statement of result may be accepted.

**Venue:** Multipurpose Hall C

**Time:** 9am – 3pm daily (Monday – Friday)

**Commencement:** Tuesday 3<sup>rd</sup> January, 2017

**Duration:** Four (4) weeks