

PROCEDURE FOR NEWLY ADMITTED STUDENTS

Upon admission, newly admitted students are to follow the under listed steps to complete their registration.

ACCEPTANCE FEE PAYMENT PROCESS

1. Visit www.yabatech.edu.ng
2. Click on Acceptance Fee Payment
3. Enter JAMB Number/ Application number as username and phone number as password
4. Confirm details are correct
5. Click on “Click to pay acceptance fee”
6. Click on Pay Now
7. Select to make payment either via bank or card
8. If bank is selected above, print the remita invoice and proceed to any bank for payment
9. If card is selected, enter card details and confirm payment.
10. Upon successful payment (either via bank or atm card), repeat step 1 to 3
11. Complete the form by filling in the correct details as required
12. Print out Completed Form.
13. Click on Enroll fingerprint to continue process

ONLINE FINGER PRINT ENROLMENT

1. Proceed to online finger print enrolment
(<http://portal.yabatech.edu.ng/enrolresult/fingerprinenrollment.cshtml>).
2. Login using your jamb registration number and phone number has password.
3. Download the enrolment application and install on your system.
4. Scan at least three (3) fingers to be able to proceed.
5. Once fingers have been uploaded re-login into the enrolment portal
(<http://portal.yabatech.edu.ng/enrolresult/fingerprinenrollment.cshtml>) to print out the enrolment slip.
6. Proceed to **E-SCREENING PORTAL** to upload Your Documents.
(<http://portal.yabatech.edu.ng/escreening/>)

SCREENING OF CANDIDATES FOR 2017/2018 ACADEMIC SESSION

ESCREENING PROCEDURE

1. Proceed to the escreening portal for requirements uploads
(<http://portal.yabatech.edu.ng/escreening/>).

2. Login using your jamb registration number and phone number has password.
3. Select a file name to upload from the drop down and click on browse to select the file
4. Click on Upload button to submit each requirement one after another.
5. Important: Maximum of 80kb PDF format only allowed
6. Well Scan and clear documents only
7. After completion of the uploads Click on final submission button
8. Wait till after 24hrs for next stage.

Please find below the reason why an admitted candidate will not be cleared.

1. Inconsistent date of birth i.e. day, month and year.
2. Incomplete / Inadequate course requirements
3. Variance between submitted entry requirements and varied results
4. Variance in arrangement / spelling of names.
5. Impersonation
6. Jamb subject combination
7. Incomplete documents
8. Incomplete period for Industrial Attachment (**HND ONLY**)
9. Unaccredited institution (**HND ONLY**)

SCREENING REQUIREMENT (PUTME):

1. Data Form Print Out.
2. Report of online verification 'O' Level Results (SSCE/NABTEB/NECO).
3. UTME Result printout.
4. Post UTME Screening printout.
5. Testimonial from Secondary School.
6. Jamb Admission Letter.
7. Acceptance Fee Printout.
8. Payment History Printout.
9. Two (2) Reference Letters signed with stamp / seal from any two of:
 - (a) Imam / Pastor
 - (b) Senior Civil Servant not below Grade Level 12
 - (c) Lawyer
 - (d) Principal of your former Secondary School.
10. Birth Certificate from National Population Commission, Local Government and Hospital.

SCREENING OF CANDIDATES FOR 2017/2018 ACADEMIC SESSION

SCREENING REQUIREMENT (ONLINE APPLICATIONS):

1. Data Form Print Out.
2. Report of online verification 'O' Level Results (SSCE/NABTEB/NECO).
3. Testimonial from Secondary School.
4. ND (National Diploma) Result.
5. Evidence of Payment of Transcript.
6. IT Letter.
7. Acceptance History Print Out (Remita Receipt).
8. Two (2) Reference Letters signed with stamp / seal from any two of:
9. Imam / Pastor
10. Senior Civil Servant not below Grade Level 12
11. Lawyer
12. Principal of your former Secondary School.
13. Birth Certificate from National Population Commission, Local Government and Hospital.
14. JAMB National Diploma (ND) Admission Letter. Candidates who graduated on Part-Time programmes are to process Late Registration formally known as Regularization of Admission on JAMB Website and bring the receipt of the payment as evidence for screening.