

PROCEDURE FOR PAYMENT OF SCHOOL FEES FOR THE 2023/2024 ACADEMIC SESSION

Payment Method:

ELECTRONIC PAYMENT ONLY

Before proceeding to make payment, please ensure the following:

1. Ensure your ATM Card is activated for online payments and that the daily transaction limit is sufficient to cover the amount to be paid
2. Ensure you have your Phone to receive Bank Alert/OTP or a Hardware Token to generate OTP (One Time Password).
3. Use an internet-enabled Computer, Tablet or Phone to make payment at your convenient location at any time of day.
4. A **copy of the notification of payment** will be sent to the **specified email address** inputted in the payment platform after each successful payment, which may be printed.

Payment Options:

Option 1 = Paystack

Option 2 = Rave Flutterwave (Hostel Fees)

- 1 Payment with ATM Card - accepts all debit cards: (MasterCard, Visa Card, Verve Card)
- 2 Payment by Bank Transfer (From Payer Bank Account to WEMA BANK - Edo State University or Sterling Bank – Edo State University) – using the generated ‘One- time’ Account Number shown on the page (the Account Number expires in thirty (30) minutes.) You can use your Mobile Banking App or Transfer in the Bank to make payment into the generated Account Number within the validity period of the Account Number. **Please ensure to transfer the exact amount shown on the transaction (which includes N300.00 transaction fee). Paying a different amount will result in failure of the transaction.**
- 3 Payment with Bank Account Details – You can make payment using your Bank Account Number - from a number of participating banks only.

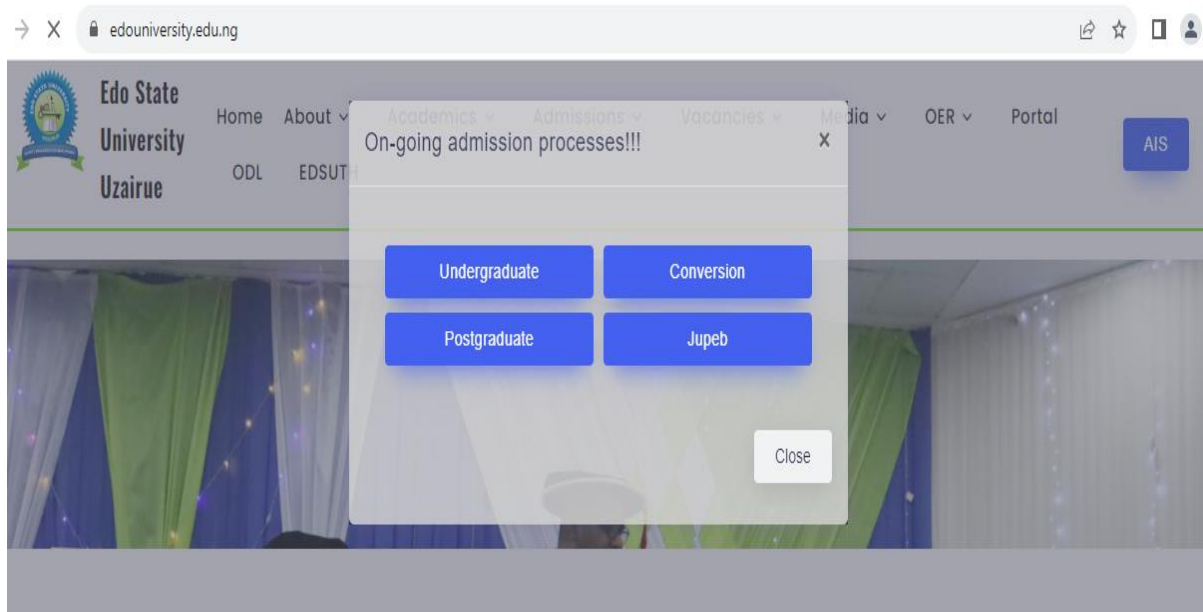
- 4 Payment by USSD – a unique code is generated using your bank’s usual USSD Code which you will then type into your phone (registered on your account with the bank) to pay.
- 5 Payment by Pay Attitude – Pay using only your phone number for users registered with pay attitude. – Link for Pay Attitude registration: *569# or www.digital.payattitude.com.
- 6 Payment by scanning QR (Quick Response) Code - (Scan the displayed Visa QR Code using your android phone QR Scanner App and follow procedure to pay).

Payment Procedure:

Returning Students

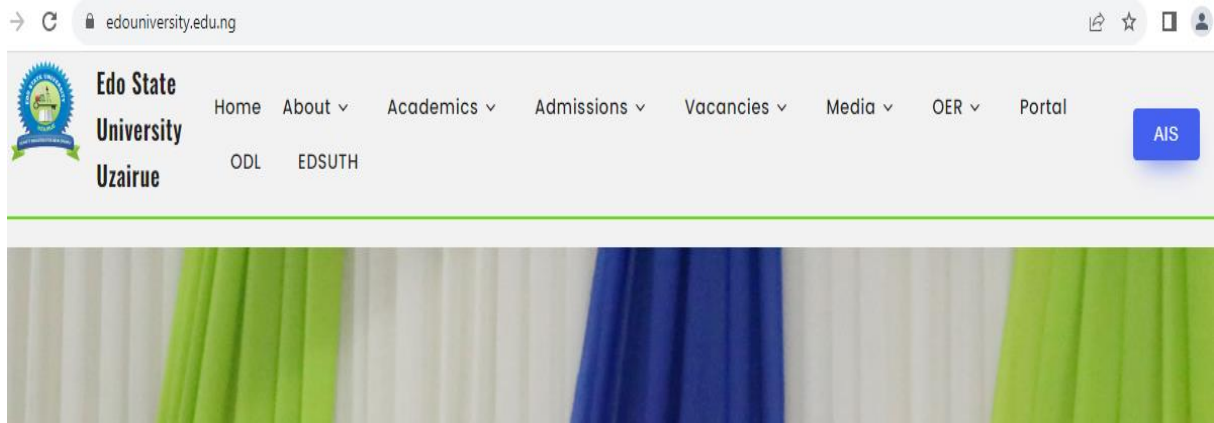
Visit the Edo State University Uzairue website
www.edouniversity.edu.ng

Image 1: Fees Portal Login (Returning Students):



Click to close

Image 2: Fees Portal Login



Click on the **AIS** button (Blue Button) on the top right hand corner of the landing page, then login with your registered email address and password (default password is your registered phone number) select the fees option:

Click on:

Wallet/Payments

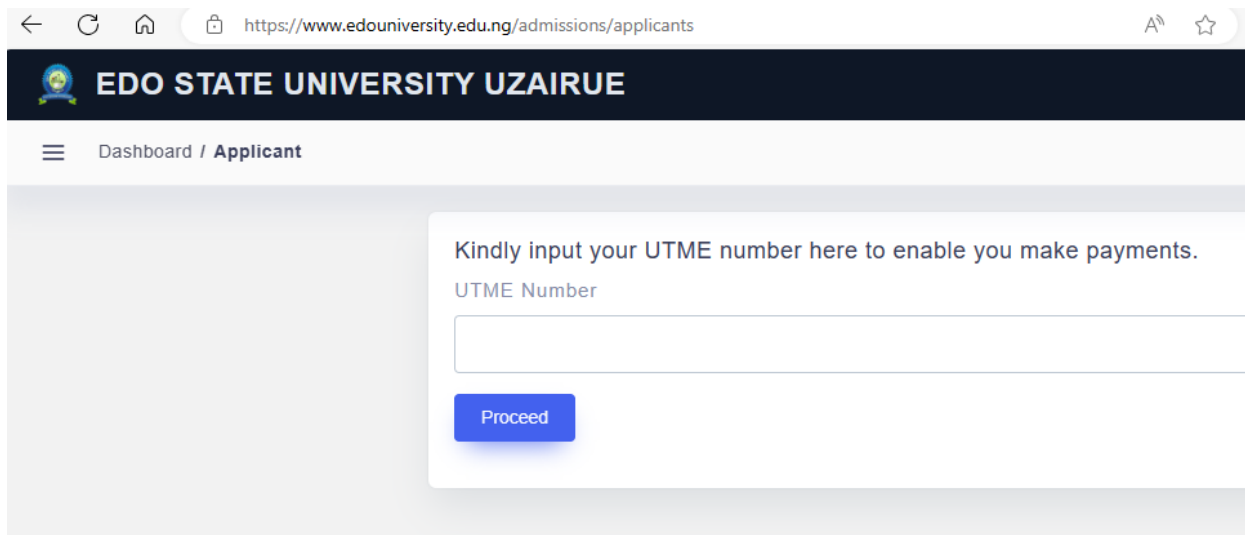
You are taken to your personal dashboard where all your payments due are listed.

New Students (Freshmen)


Payment Link:

<https://www.edouniversity.edu.ng/admissions/applicants>

Image 3: Fees Portal Login (Freshers):



← ↻ 🏠 <https://www.edouniversity.edu.ng/admissions/applicants> A ☆

 **EDO STATE UNIVERSITY UZAIRUE**

☰ Dashboard / Applicant

Kindly input your UTME number here to enable you make payments.

UTME Number

Proceed

Insert your UTME (JAMB) Number and click on Proceed (Blue Button)

Please, ensure to copy and keep your transaction ID for each payment made, as a surcharge of N2,000.00 will apply for any request to Bursary for transaction ID after payments.

The exact amount expected from the student is displayed when the student picks on any of the preferred payment options for School Fees.

Please note that outstanding balances from previous sessions and any surcharges that are due from the student must be paid before the student is allowed to proceed to pay Fees.

When the details have been confirmed, the payer is redirected to the payment gateway, where the token is verified and payment is made.

Students are expected to view their payment history online and await the approval of their clearance by the Student Accounts Section of the Bursary Department, Edo State University Uzairue.

Please note that the payment of School fees directly into the University Bank Account either by; USSD transfer, Mobile Banking Transfer, POS Terminal transfer or ATM transfer will not be accepted for the purpose of school fees clearance in the 2023/2024 academic session.

All details (Name, Surname, Email, Phone etc.) requested on the payment platform are those of the student (Not parents/guardians). University assigned email address must be used. **Please avoid 'Copy and Paste', as you may not be able to verify the payment.**

For further enquiries:

Contact Bursary Department on:

Phone: 08059079068

WhatsApp: 09125091175

Email: bursary@edouniversity.edu.ng

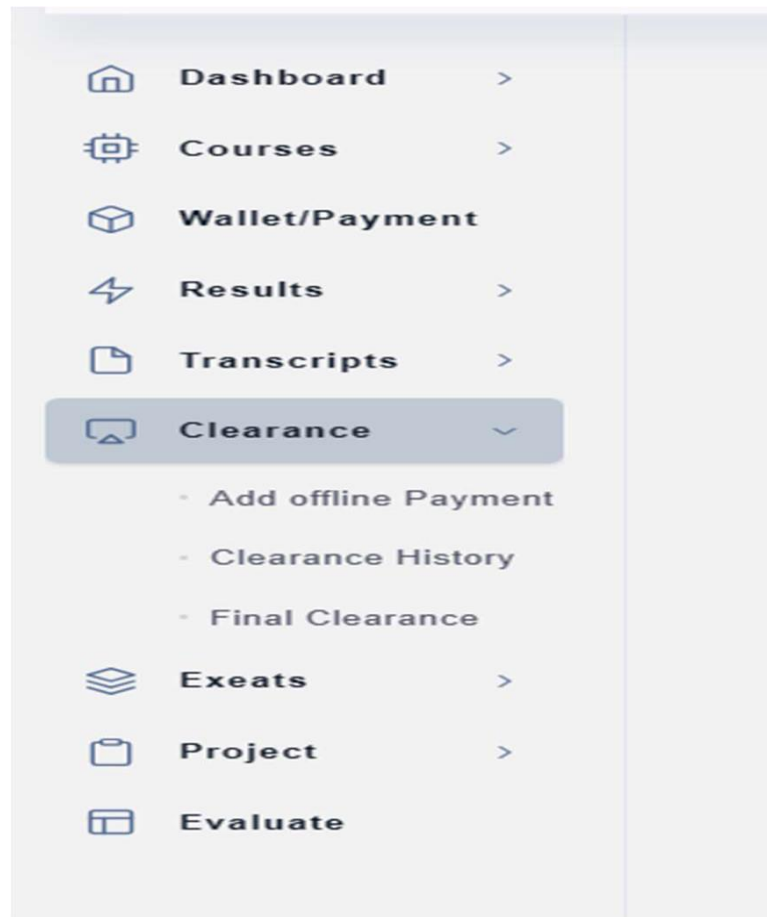
Important Notice

Kindly ensure that your card is properly activated and the daily transaction limit covers the amount to be paid. In addition, where there is an error in transaction kindly wait for a minimum of thirty (30) minutes to ensure that the transaction value has not been deducted from your account before repeating the transaction, as requests for refund of duplicate transactions will not be entertained.

E-Clearance Procedure for 2023/2024 Academic Session

Students' Bursary Clearance for 2023/2024 academic session will be by e-clearance only. Students will only be admitted into the halls of residence, classes, studio and laboratories on presentation of **Valid Clearance Slips** printed from their personal fees dashboards on the AIS.

Image 4: Clearance Link (For addition of Offline Payments)



Students are expected to periodically check the clearance section of their dashboard to confirm if their clearance has been issued/approved after payment of all relevant fees.

Image 5: Addition of Offline Payments:

A screenshot of the 'Addition of Offline Payments' form. The form is located on the right side of the dashboard, and the sidebar menu is visible on the left. The form fields are: Amount (text input), Transaction ID (text input with value BXT-000000000000), Mode (dropdown menu with value - SELECT -), Payment Date (text input with value mm/dd/yyyy --:-- -- and a calendar icon), Session (dropdown menu with value - SELECT -), and a blue Create button at the bottom.

Please note that Hostel Accommodation payment button will only be available to students after payment of all relevant fees including

outstanding fees from previous sessions.

Image 6: Hostel Accommodation link:

The screenshot displays a web interface with two buttons at the top: 'Submit an appeal' (purple) and 'Print Clearance Slip' (blue). Below these is a table with four columns: 'Payment Type', 'Amount', 'Session', and 'Actions'. The table lists five payment types: 'Acceptance Fee' (50000.00), 'Tuition (100%)' (150000.00), 'Learning Management System' (35000.00), 'Other(s)' (Pick other payment in the next page), and 'Hostel Application' (Select hostel type to continue). Each row has a 'Proceed' button in the 'Actions' column. The 'Session' column for the first three rows shows '2023_2024', while the last two rows show a folder icon.

Payment Type	Amount	Session	Actions
Acceptance Fee	50000.00	2023_2024	Proceed
Tuition (100%)	150000.00	2023_2024	Proceed
Learning Management System	35000.00	2023_2024	Proceed
Other(s)	Pick other payment in the next page		Proceed
Hostel Application	Select hostel type to continue		Proceed

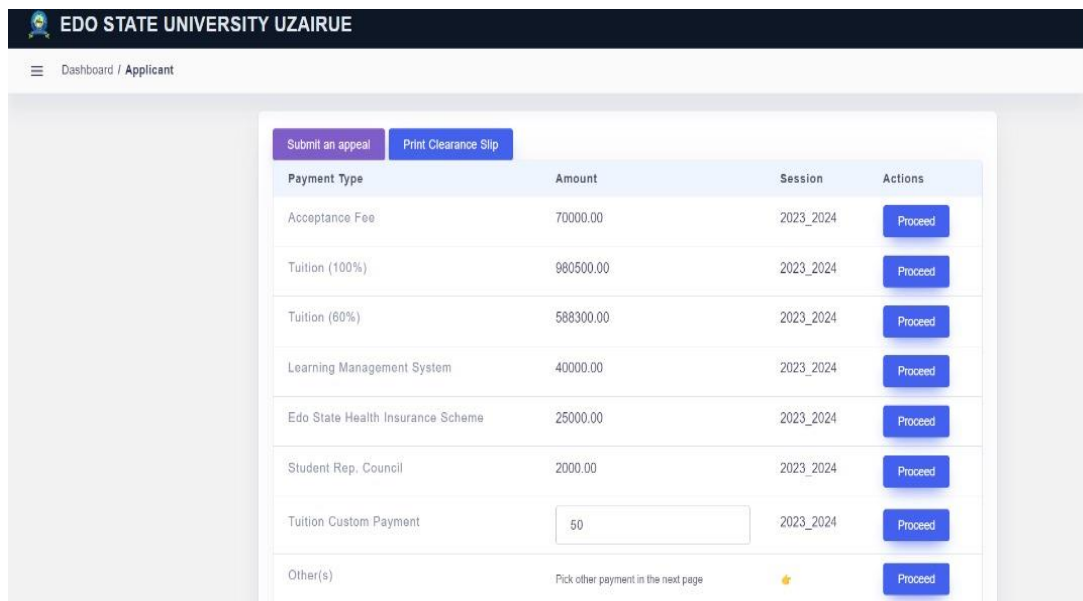
Addition of Offline Payments

For payments made on the (Old AIS Portal), students are requested to upload such payments using the 'Add Offline Payments' link under the 'Clearance' Menu – see image 5 above. Students should ensure that the details are exactly as indicated in the print out obtained after successful payment.

Note that payments made here on the new Fees Platform for which receipts have been received in the students email inbox and the amounts cleared from the students dashboards are not eligible to be added by students as offline payments. Where payments are not cleared from the dashboard even when receipts have been received in the inbox, student may use the 'Add Offline Payment' feature to add such payments, provided they have valid evidence of such payments, and wait for twenty four (24) hours for validation and approval of such payments by the Bursary. Students should also send details of such payments with evidence to the Bursary WhatsApp number with a request for validation and approval of such payments to

enable them proceed to payment for hostel accommodation.

Image 7a: Tuition Custom Payment link:



The screenshot shows the EDO State University Uzaire website interface. At the top, there is a navigation bar with the university's name and a menu icon. Below the navigation bar, there is a sidebar with a menu icon and the text "Dashboard / Applicant". The main content area displays a table with payment details. The table has four columns: "Payment Type", "Amount", "Session", and "Actions". The rows include "Acceptance Fee", "Tuition (100%)", "Tuition (60%)", "Learning Management System", "Edo State Health Insurance Scheme", "Student Rep. Council", "Tuition Custom Payment", and "Other(s)". The "Tuition Custom Payment" row has a text input field with the value "50". The "Other(s)" row has a placeholder text "Pick other payment in the next page". Each row has a "Proceed" button in the "Actions" column.

Payment Type	Amount	Session	Actions
Acceptance Fee	70000.00	2023_2024	Proceed
Tuition (100%)	980500.00	2023_2024	Proceed
Tuition (60%)	588300.00	2023_2024	Proceed
Learning Management System	40000.00	2023_2024	Proceed
Edo State Health Insurance Scheme	25000.00	2023_2024	Proceed
Student Rep. Council	2000.00	2023_2024	Proceed
Tuition Custom Payment	<input type="text" value="50"/>	2023_2024	Proceed
Other(s)	Pick other payment in the next page		Proceed

Image 7b



This image is a close-up of the "Tuition Custom Payment" row from the table in Image 7a. It shows the "Payment Type" as "Tuition Custom Payment", the "Amount" as a text input field with a vertical cursor, the "Session" as "2023_2024", and the "Actions" column with a "Proceed" button.

Student Rep. Council	2000.00	2023_2024	Proceed
Tuition Custom Payment	<input type="text"/>	2023_2024	Proceed
Other(s)	Pick other payment in the next page		Proceed

This link is to be used by those who wish to make payment of amounts of tuition below 60% of tuition fees. The payment amount deducts from the Tuition fees and is particularly useful for those who want to make deposit against tuition to enable them to make an **appeal** for extension/deferment of payment time limit.

Those making appeal should make a payment of a deposit and then proceed to submit an appeal letter along with evidence of payment of the deposit against tuition fees.