Procedure for newly admitted students

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

ACCEPTANCE FEE PAYMENT PROCESS

- 1. Visit <u>www.yabatech.edu.ng</u>
- 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. Click on print acceptance form to see your biodata information and link for biometric enrollment
- 13. On concluding the biometric enrollment you will be redirected to the biodata (e-acceptance) slip. Kindly print this page. It's part of the required documents for e-screening
- 14. Login to the e-screening portal (ask suaib for URL) and read the instructions carefully.
- 15. Upload your credentials and keep Checking till you are cleared or in cleared with reasons. If uncleared see the instructions and reload your documents according
- 16. Proceed to the admission unit to sign your e screening slip and you will be made eligibility to pay school fee after full screening.
- 17. Login to applicant portal (click here) to pay your school fee, print admission letter and generate your matriculation number. Also note that you are to upload a passport suitable for your ID card. It must have a plain background and dimensions.