

**Rector:**

*Prof. Idris M. Bugaje*  
FNSChE, FSESN, C.Engr. (COREN)



**Registrar:**

*Dr. Muhammad Sani Musa*  
B.A.Ling, MPA, M.Sc, Ph.D, MNIM

**OFFER OF PROVISIONAL ADMISSION FOR 2018/2019 ACADEMIC SESSION**



JAMB/Application No: **APP/KPT/19/15715**  
Name: **SHITTU, MUKHTAR MUHAMMED**  
State of Origin: **KWARA**  
L.G.A: **OYUN**  
Date: **18/Sep/2019**



1. I am pleased to inform you that you have been offered admission into Kaduna Polytechnic as follows:

- a. Programme: HND LIBRARY AND INFORMATION SCIENCE
- b. Department: Library & Information Science
- c. Level: HND 1
- d. School: Social Sciences
- e. College: Admin Studies and Social Science

2. You may find that the programme offered to you was not what you applied for. This is because all programmes were heavily oversubscribed and it was found necessary to make adjustments to preferences in some cases.

3. Regular Registration **Starts 18/11/2019 and ends 17/12/2019** . Candidates are expected to pay FULL school fees and complete their registration before the date specified above. Candidates will be charged a penalty fee of N5,000 during late registration. A period of two (2) weeks is given for late registration which commences immediately after the expiration of the registration period. No candidate shall be registered thereafter. Fee schedule can be downloaded from the website.

4. At the time of registration, you **MUST** produce the following documents, failure of which your place will be offered to another candidate:

- a. this letter of offer of admission and the original of all certificate(s) of examination(s) passed five years ago and beyond or originals of official statement(s) of result for examination(s) passed in the last four years,
- b. the original and photocopy of your Birth Certificate or Sworn Declaration of Age,
- c. evidence of payment of Acceptance and Registration Fees,
- d. a Medical Certificate of fitness from Shehu Mohammed Kangiwa Medical Centre, Kaduna Polytechnic,

- e. Furthermore students are to pay N1,000 for medical examination to be conducted at our Medical Centre. The payment should be made online from the Polytechnic's payment portal,
- f. Students are to pay N1,500 Entrepreneurship Fee in favour of PolyTek account 0303004282. The payment should be made at Kadpoly Microfinance Bank,
- g. six recent passport photographs,
- h. a letter of attestation from either of your parents or guardian that you will be of good behavior and a Law-abiding student throughout your stay in the Polytechnic.

5. Candidates with certificates (HND, ND, etc) other than those obtained from Kaduna Polytechnic, are required to request the Institutions they attended, to send their transcripts directly to the Registrar, Kaduna Polytechnic before the closure of registration period.

6. All ND candidates into evening programs are personally responsible for the regularization of their admissions with JAMB in order to be captured in the JAMB database.

7. Hostel accommodation is very limited. You are therefore advised to make your own accommodation arrangements in town in case you are not successful in obtaining a room in the hostels. Accommodation in Kaduna town costs about N2,000 or more per room per month and landlords may demand up to One-year advanced payment. Please note that Evening and Weekend candidates are not eligible for accommodation. Similarly, transportation of students is the responsibility of the students themselves.

8. The Polytechnic reserves the right to withdraw this admission if:

- a. There are no enough candidates to run the programme,
- b. you are found not qualified,
- c. you engage in activities detrimental to peaceful co-existence in the Polytechnic such as membership of Secret Cults or illegal associations.

9. All credentials submitted will be verified. It should be noted that students are not eligible for, and will not seek for, REFUND of Money after payment.



A handwritten signature in blue ink, appearing to read 'A.S. Ahmadu'.

**A.S. Ahmadu**

For Registrar