

IGNATIUS AJURU UNIVERSITY OF EDUCATION

RUMUOLUMENI, PMB 5047

PORT HARCOURT



OFFICE OF THE ADMISSIONS OFFICER

CLEARANCE PROCEDURE/REQUIREMENTS FOR 2019/2020 ADMISSION EXERCISE (UPDATE***)

Candidates who have been admitted into the 2019/2020 academic session are required to pay the acceptance fee and proceed for clearance as follows:

- a. Login to their JAMB Central Admission Processing System (CAPS), accept their admission and print their admission letter and result slip. (Colored Printout only). Please note that admission letter will be authenticated in the admission unit by the ICTC.
- b. Pay Acceptance fee of N41, 000.00 only online using the following methods: Pay-Direct, Mastercard or Verve (login to enterpriseschoolsportal.iauoe.edu.ng (payment receipt will be verified).
- c. Update their bio-data in the university portal.
- d. ****The university management has further directed that payment of acceptance fee for both candidates admitted on merit and supplementary list ends on Mon. 2nd December, 2019. **Implication:** Admission will be reversed for candidates that have not accepted their offer and paid acceptance fee before the aforementioned date.*
- e. Physical clearance has already started since 14th October, 2019.
- f. Candidates are expected to proceed to admissions unit for clearance with the under-listed documents:

S/N	Items	Remarks
1.	Acceptance Form.	From IAUE Portal
2.	Departmental Eligibility Form.	From IAUE Portal
3.	Provisional Admission Letter.	From IAUE Portal
4.	Admission Status.	From IAUE Portal
5.	Acceptance Payment Receipt.	From IAUE Portal
6.	Original JAMB Slip Result.	From JAMB Website
7.	Original JAMB Admission Letter.	From JAMB Website
8.	Registration for Screening Payment- receipt	From IAUE Portal
9.	Letter of Attestation or Recommendation (Addressed to the Registrar, IAUE)	
10.	Age Declaration/Birth Certificate.	
11.	Local Government Identification Letter.	
12.	Functional Email Address and Phone Number.	
13.	4 Jacket Files (Student Files) obtainable at the University Bookshop.	
14.	4 Passport Photographs.	
15.	O' Level Results (NECO, WASC)	
16.	NCE, OND, NABTEB Results (for DIRECT ENTRY Candidates ONLY)	
18.	Clearance Registration Form.	From IAUE Portal
19.	Identity Card Clearance Form.	From IAUE Portal
20.	Bio-Data Printout.	From IAUE Portal

Note: School Fees should only Be Paid AFTER you have been cleared by Admissions, Department and Faculty.

Sign:
Obi N. Wichendu
Deputy Registrar (Admissions)