

IGNATIUS AJURU UNIVERSITY OF EDUCATION

RUMUOLUMENI, PMB 5047

PORT HARCOURT



OFFICE OF THE ADMISSIONS OFFICER

CLEARANCE PROCEDURE/REQUIREMENTS FOR

2018/2019 ADMISSION EXERCISE

Candidates who have been admitted into the 2018/2019 academic session are required to pay the acceptance fee and proceed for clearance as follows:

1. Login to their JAMB Central Admission Processing System (CAPS), accept their admission and print their admission letter. (Please note that admission letter will be authenticated in the admission unit)
2. Pay Acceptance fee of N37, 000.00 online using the following methods: Pay-Direct, Mastercard or Verve (login to enterpriseschoolsportal.iaue.edu.ng (payment receipt will be verified)).
3. Update their bio-data in the university portal.
4. 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. Identify Card Clearance Form. From IAUE Portal
20. Bio-Data Printout. From IAUE Portal

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

Sign:
Obi N. Wichendu
Deputy Registrar (Admissions)