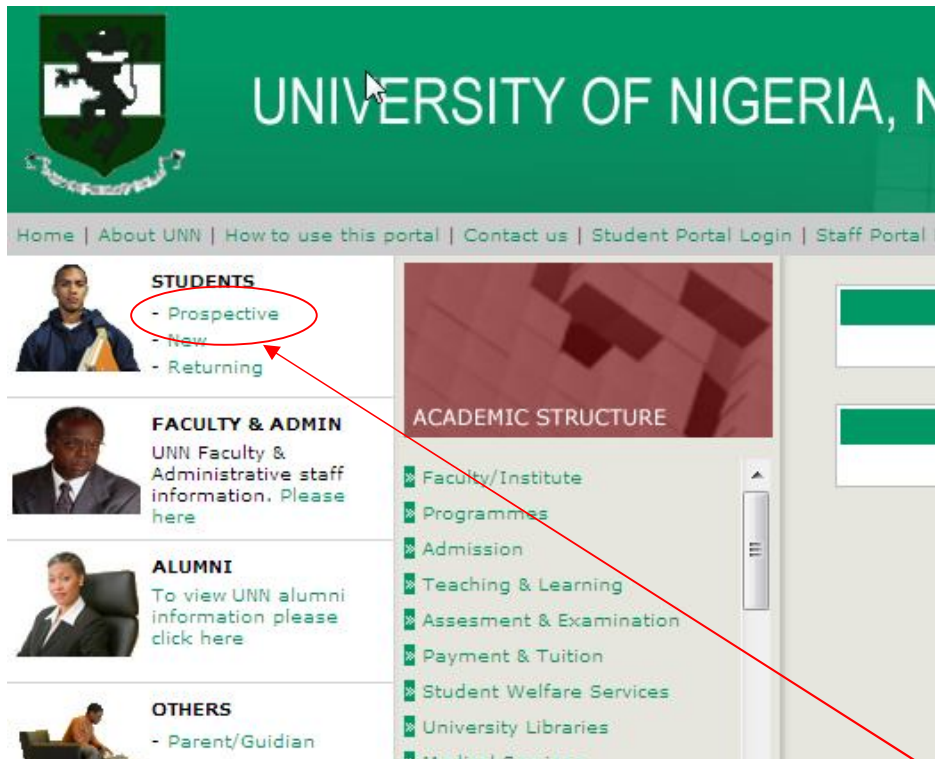


UNIVERSITY OF NIGERIA

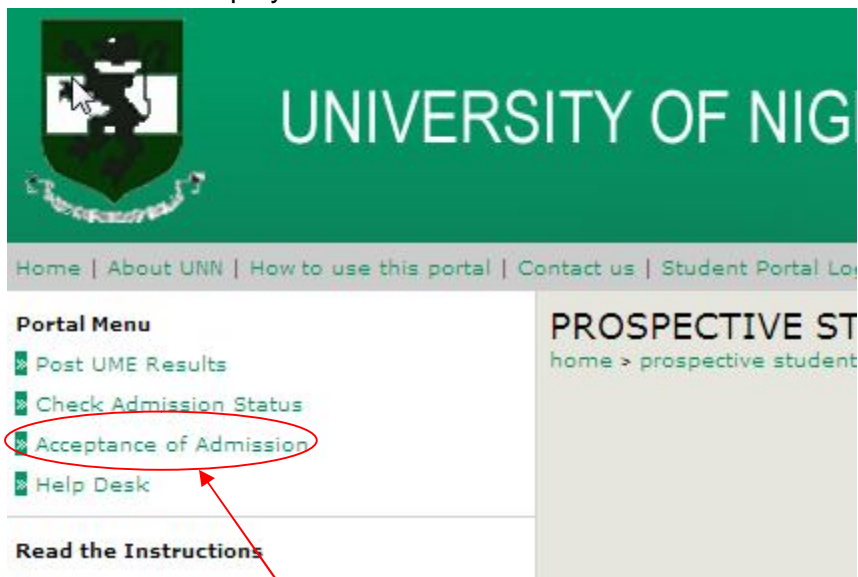
STUDENTS' MANUAL FOR ONLINE REGISTRATION

Step 1: Acceptance Fee payment

To accept the admission offered you into UNN, logon to the UNN student portal at <http://portal.unn.edu.ng> (or <http://www.unnportal.com>). You are taken to the portal home page as shown below



Under “STUDENTS” by the left-hand side of the portal, click on “Prospective” and the following screen will be displayed:



Click on “Acceptance of Admission” to see the screen below

UNIVERSITY OF NIGERIA, NSUKKA

Home | About UNN | How to use this portal | Contact us | Student Portal Login | Staff Portal Login

Portal Menu

- Post UME Results
- Check Admission Status
- Acceptance of Admission
- Help Desk

Read the Instructions

No Link defined!

PROSPECTIVE STUDENT
home > prospective student

Acceptance of Admission

JAMB Registration No:

Confirm JAMB Registration No:

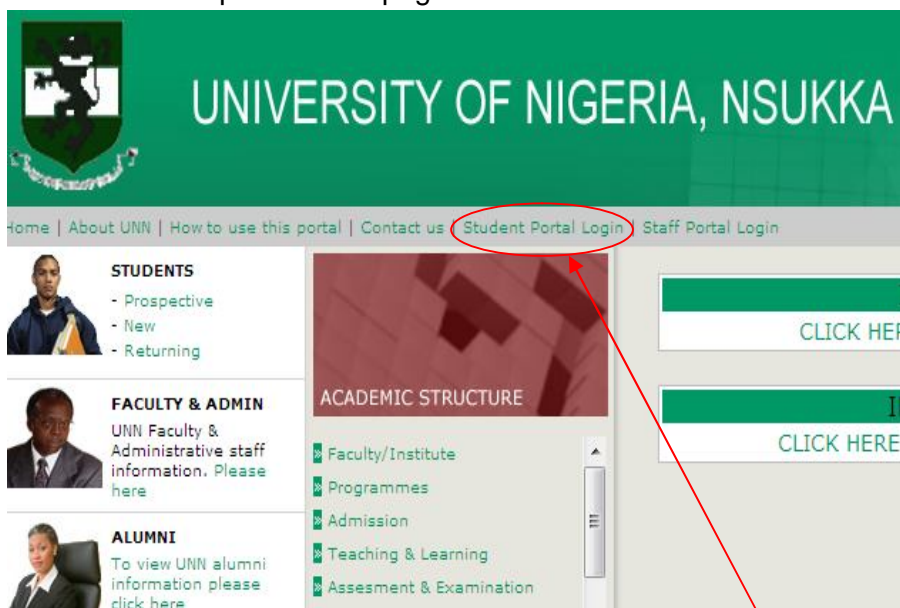
Access Code:

If you experience any difficulty, kindly email: support@gps-ng.com


Supply the necessary information required in the **text boxes** above, click on “Submit” to see your Admission Slip which you **MUST** then print and keep copies of, throughout your stay in this university. After this, you are ready to proceed with your registration as shown below.

Step 2: Sundry Fees payment

Logon to the UNN student portal at <http://portal.unn.edu.ng> (or <http://www.unnportal.com>). You are taken to the portal home page as shown below




To commence your online registration, click on the “**Student Portal Login**” circled above. Your login screen will appear as shown below:




UNIVERSITY OF NIGERIA, NSUKKA


Home | About UNN | How to use this portal | Contact us | Student Portal Login | Staff Portal Login

**STUDENTS**

- Prospective
- New
- Returning

**FACULTY & ADMIN**

UNN Faculty & Administrative staff information. Please here


**ALUMNI**

To view UNN alumni information please click

ACADEMIC STRUCTURE

- Faculty/Institute
- Programmes
- Admission
- Teaching & Learning
- Assesment & Examination
- Payment & Tuition
- Student Welfare Services

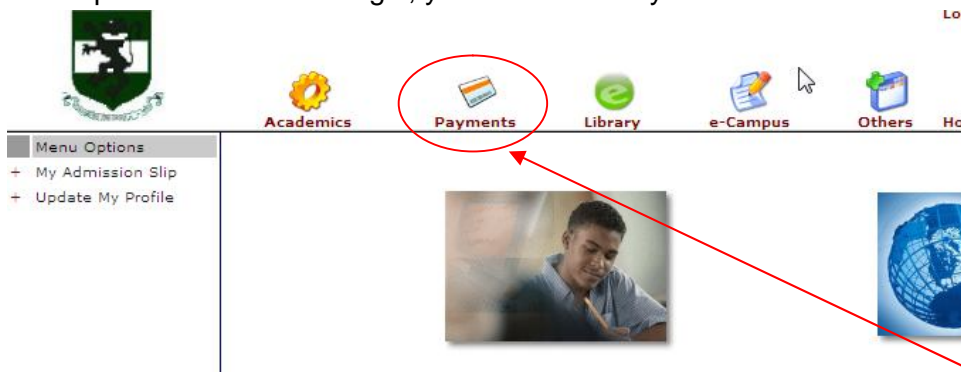
Student Login



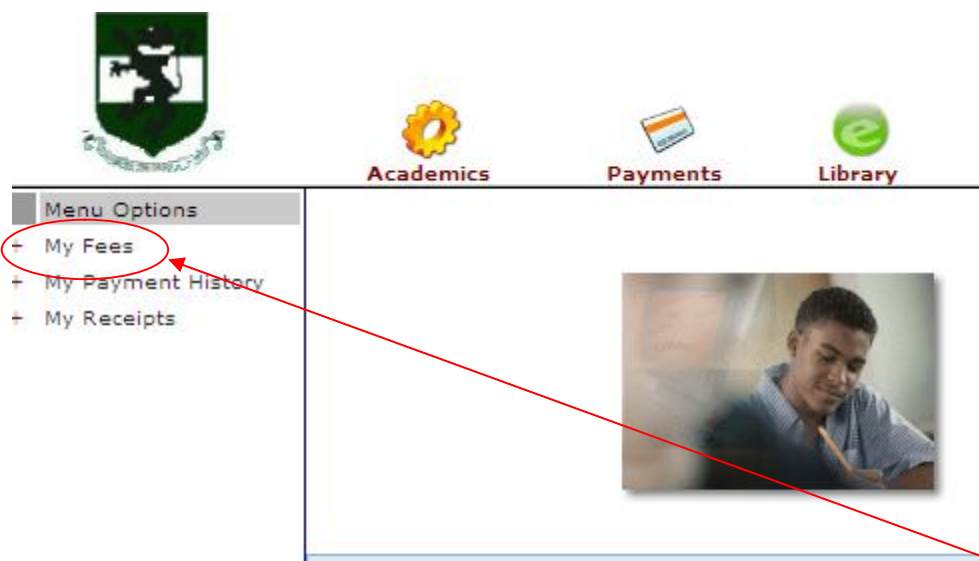
Matric Number -OR- Entry Registration Number
Password

@Global Port

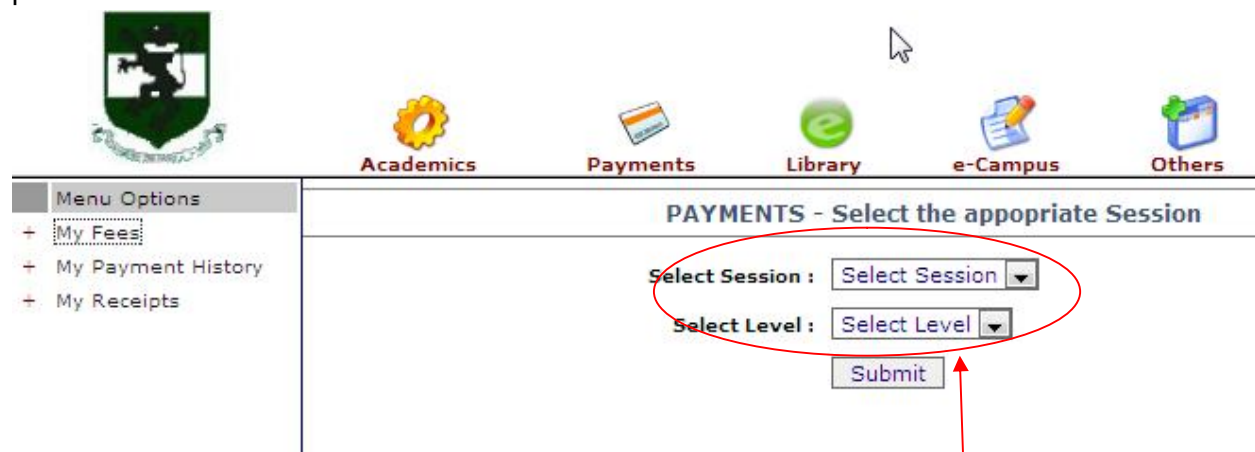
You will enter your matriculation or Jamb registration number and “unn” as password in the **text boxes** provided above. At login, you will then see your home screen as shown below:



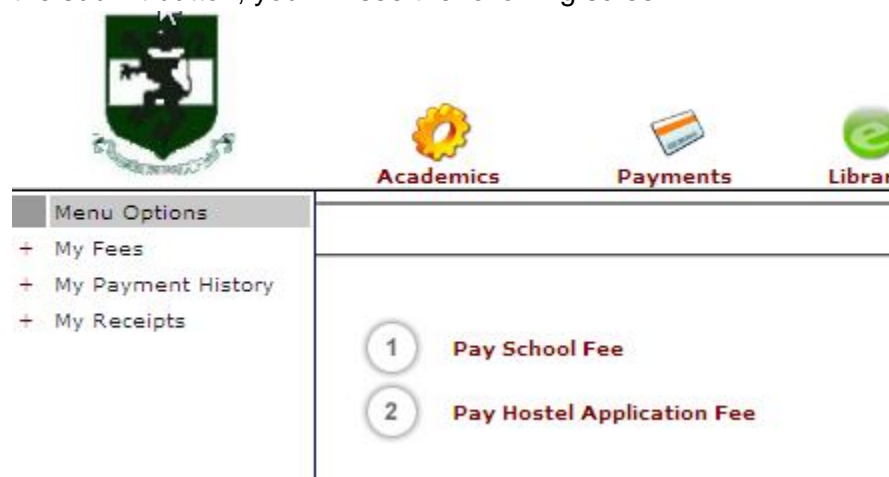
Your registration commences with the online payment of your sundry fees using the scratch card you bought from the bank specified for your faculty. To pay online, click on **“Payments”**. Of course you can also print your admission slip and update your profile using the links under Menu Options at the left hand side of the screen. On clicking Payments, the following screen appears:



At this point our emphasis shifts to the Menu Options to the left. From this screen you can print your payment receipts or see what payments you have made so far. Click “My Fees” to proceed to the next screen.

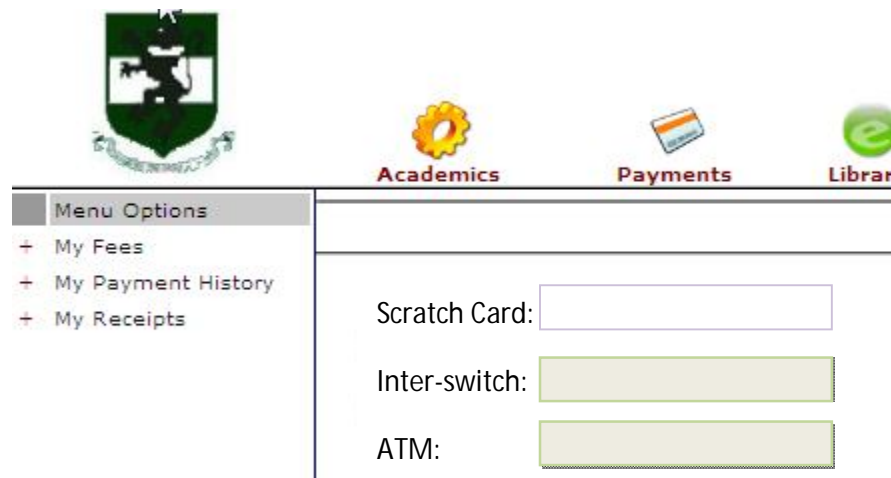


Select the session and level for which the payment is made in the **text boxes** provided above (in your case, 2010/2011 for session and 100 for level) and click the “Submit” button. On clicking the submit button, you will see the following screen:



Click on “Pay School Fee” or “Pay Hostel Application Fee” depending on which of the fees you wish to pay. Here you click on “Pay School Fee” and you get the screen with a text box into

which you enter the PIN number of the scratch card you bought at the bank. This is shown below



The screenshot shows a school portal interface. At the top left is a school crest. To its right are three icons: a gear for 'Academics', a credit card for 'Payments', and a book for 'Library'. Below the crest is a 'Menu Options' sidebar with links: '+ My Fees', '+ My Payment History', and '+ My Receipts'. The main content area has three input fields: 'Scratch Card:' (active), 'Inter-switch:' (grayed out), and 'ATM:' (grayed out).

You will notice that only the box for the Scratch card PIN is alive, the other two are grayed out. Enter the PIN number of the card you bought from the bank and *Viola!*, you are through. You will get a message that says “Congratulations! You have successfully....” You can now proceed to print your receipt. After this you can now proceed to pay for your Hostel allocation.

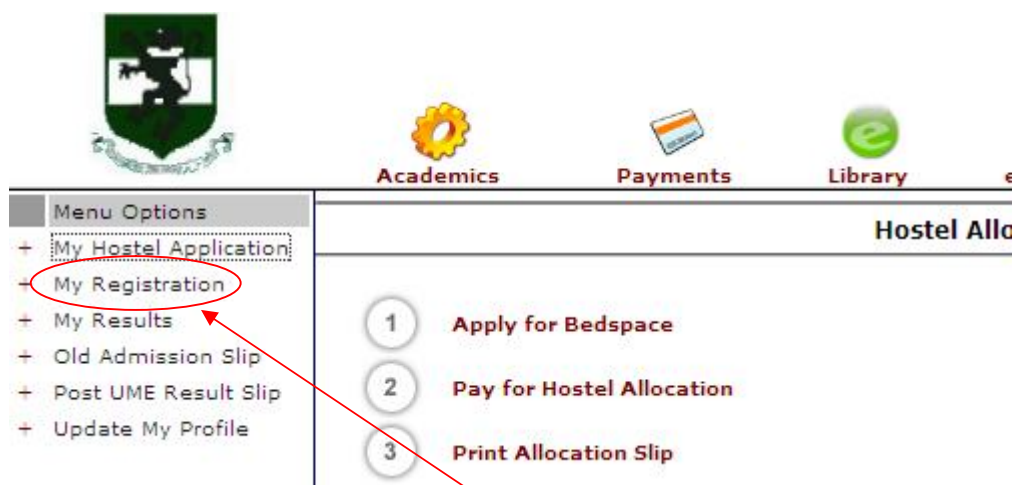
Step 3: Hostel Allocation

The process is the same except that you will choose “Pay hostel application fee” instead. Before you pay for hostel however, you will first have to apply for a bed space! Now that you have paid your school fees, more links for other activities are now activated as shown below:



The screenshot shows the same school portal interface. The 'Menu Options' sidebar now includes additional links: '+ My Hostel Application' (highlighted with a red circle and an arrow), '+ My Registration', '+ My Results', '+ Old Admission Slip', '+ Post UME Result Slip', and '+ Update My Profile'. The main content area shows a blurred image of a student.

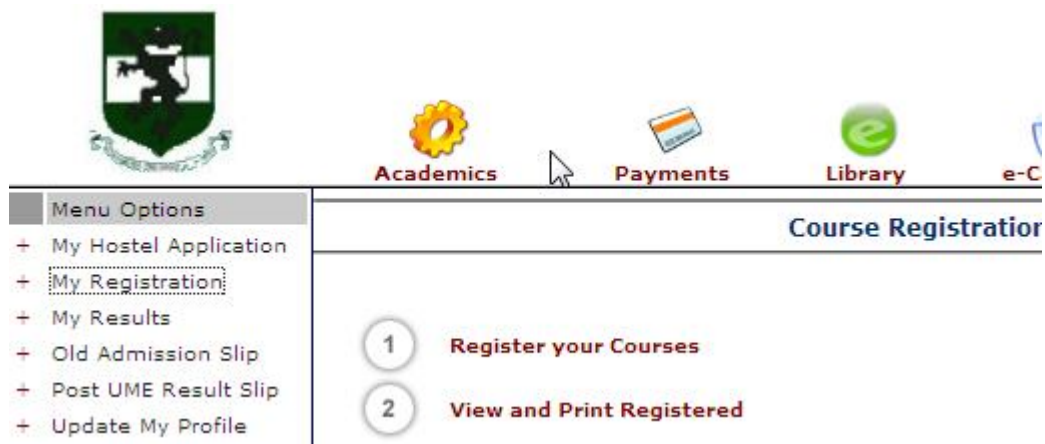
Click on “**My Hostel Application**” link and you get:



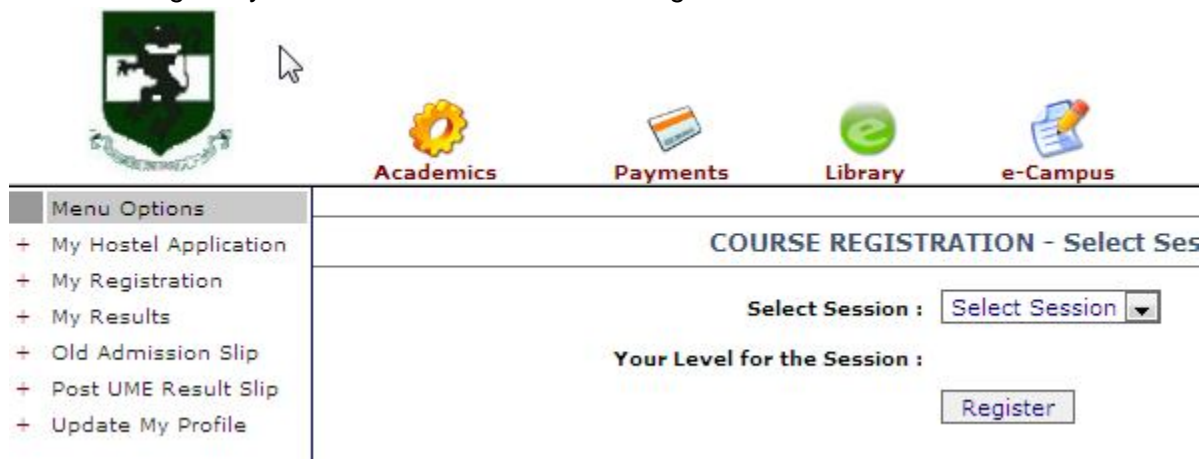
Select "Apply for Bedspace and you will be assigned a bed space in a hostel. Please note that no one can influence the choice of bed space allocated to you. **DO NOT PAY** anyone for a particular hostel or bed space.

Step 4: Course registration

From the same screen as shown above, click on "My Registration" and the following screen appears:



Click on "Register your courses" to see the following screen:



Select the session you are registering the courses for, and click on “Register”. You will be prompted to select the semester as shown below

COURSE REGISTRATION - Select Semes

Select Session : Select Semester ▼

Register

Select the semester and click on “Register”. You will see a screen like this

COURSE REGISTRATION FORM

Full Name:	Wazobia Younde	Matric. No:	2009/002222
Faculty:	BIOLOGICAL SCIENCES	Jamb Registration No:	000011111
Programme:	B.Sc. (Zoology)	Department:	ZOOLOGY
Sex:	Male	Level:	100
Session:	2008-2009	Semester:	1

◇ Please click on the **"Add/Delete"** button below to add new courses or remove existing courses...
 ◇ You cannot delete courses that have been aproved by your course advisor

Add Courses Add Previous Session Courses

Click on “Add courses” to see the course addition screen as shown below. Depending on your course of study, the appropriate courses will be listed for you to add.

PLEASE CLICK TO SELECT THE COURSE YOU WISH TO ADD

S/N	Course Code	Title	Semester	C/R/E	Units	
1	AG101	BIOMATHMATICS	F		2	<input type="checkbox"/>
2	BIO101	GENETICS FOR MEDICAL STUDENTS	F		2	<input type="checkbox"/>
3	BIO151	GENERAL BIOLOGY I	F		3	<input type="checkbox"/>
4	CHM101	BASIC PRINCIPLES OF CHEMISTRY	F		2	<input type="checkbox"/>
5	CHM171	BASIC PRACTICAL CHEMISTRY	F		2	<input type="checkbox"/>
6	COS101	INTRODUCTION TO COMPUTER SCIENCE	F		2	<input type="checkbox"/>
7	GSP101	USE OF ENGLISH I	F		2	<input type="checkbox"/>
8	GSP103	SOCIAL SCIENCES I	F		2	<input type="checkbox"/>
9	GSP111	Communication in English, The Use of Library and Study Skills, Logic, Philosophy and Human Existence, and Nigerian Peoples and Culture	F		2	<input type="checkbox"/>
10	MTH111	ELEMENTARY MATHEMATICS I	F		3	<input type="checkbox"/>
11	MTH121	ELEMENTARY MATHEMATICS II	F		3	<input type="checkbox"/>
12	PHY101	GEN.PHY. FOR LIFE SCIENCES I	F		2	<input type="checkbox"/>
13	PHY191	PRACTICAL PHYSICS I	F		2	<input type="checkbox"/>

[Update](#)

[Close](#)

When you are through, click on "Update" and you are through.

NOTE: PLEASE DO NOT ALLOW ANYBODY TO PUT YOU INTO TROUBLE BY **WORDPROCESSING** THE COURSE REGISTRATION FORM FOR YOU. DO THIS ONLINE REGISTRATION **YOURSELF**

Once more, congratulations on your admission into UNN.

ACCOMMODATION

The University has bedspaces for students who wish to live in the University halls of residence available for both male and female students.

ACCOMMODATION FOR FRESH STUDENTS

Accommodation is available for all fresh students who access same between 24th November and 5th of December, 2010. After the 5th of December 2010, the bedspaces which were dedicated to only fresh students (from 24th November to 5th December, 2010) will be released for all students including the fresh students, who did not access accommodation until after 5th December, 2010.