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GUIDE

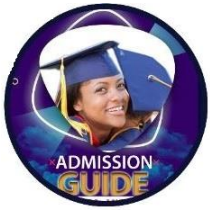
FOR JAMBITES, AND FRESHMEN



Vol. II

Admissions and UTME Nig.
Step in the right vocation...





Admission Guide Vol. II



For:

JAMBITES AND FRESHMEN

ADMISSIONS, CLEARANCE, VERIFICATION AND FACULTY FILE OPENING

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About Admissions and UTME Nigeria

Deals on all universities admissions information, vocational guidance, mentorship, academic tutelage, processes students' post UTME application, clearance, school fees payment, final year clearance, NYSC application and many more...

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Admissions and UTME Nigeria

Step in the right vocation!

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Our Services:

Post UTME application, year one clearance, school fees processing, vocational guidance, admission research and general academic matters. 08060699054, 08050706635

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Our Services:

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Executive Summary

This volume of the admission guide is intended for Jambites who already wrote their Post UTME examinations. After the Post UTME exams are done, a proper guidance towards the admission process is very important. This is to enable Jambites take necessary decisions especially as the admission draws nearer.

The information contained here are not ends in itself but means to an end as they are meant to give accurate information about future/impending activities.

The management and staff of Admissions and UTME Nigeria thank you for reading this material.

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I want to believe you have read the volume I of this material and surely, it was invaluable to you. This volume II will also be invaluable as it handles all information you will need after the Post UTME Examinations. Remember that volume I tackled all the information about Post UTME. Now, in chapter two, we shall look into the admissions properly. However, we shall start from immediately after the Post UTME. Exactly where we stopped in volume I.

How Long Does it Take Before NDU Post UTME Results Are Released After Screening?

Over the years, Post UTME result release timing had varied. Initially, it was one week, later four days and now between 1-2 days. In the 2019/2020 Post UTME, the first set of applicants that wrote the examinations saw their results the next day. This means it took only one day for the NDU Post UTME results to be released. Nevertheless, there were other students whose results came out 3,4,5 days later while others took even more than a week.

In anycase, it is believed that as technology increases and more importantly, as NDU is favourably disposed to internet use, it is believed that Post UTME applicants **MAY** see their results immediately they completed their exams. Although there is no certainty, there is however, very high possibility.

How Long Does it Take After NDU Post UTME Examinations Before Admissions Are Granted?

The Niger Delta University does not have a published timeframe for granting admissions after Post UTME examinations. However, what we did was to follow previous occurrence in the NDU Admissions process. We did analysis of the duration between Post UTME examinations and first batch admissions for 2017/2018, 2018/2019 and 2019/2020 and the average duration is **Two Weeks**.

This is to say after your NDU Post UTME screening, it will take around two weeks before admissions will be released. Please, take note that this is a result from previous studies and this result has been used to speculate this current admission. This does not mean we are precise on the duration of when this year's admissions will be granted. However, this result is meant to give you an idea, an insight into what may occur.

Special Note I: As a result of the ongoing loss of academic time, things may change

How Many Batches of Admissions Does NDU Release?

The number of batches the NDU release in current admissions have become more erratic and haphazard in modern times. In the past, we were able to track the total number of batches from the first batch/merit list till the last. However, with change of administration and possibly changing Jamb policies, the admission batches have become difficult to track. Before now, six batches can be tracked. These are:

1. Merit Admission List (also called first batch)
2. First Supplementary Admission List (also called second batch)
3. Second Supplementary Admission List Continued (also called third batch)
4. Direct Entry Admission List (also called fourth batch)
5. Third Supplementary Admission List Continued (also called fifth batch)
6. Fourth Supplementary Admission List Continued (also called sixth batch)

The above information was lifted from the official website of the University www.ndu.edu.ng in the 2016/2017 admissions. However, the admissions office no longer uploads admissions list as it claims fraudsters use such information to defraud students.

Currently, it is hard to track admission lists. It comes haphazardly and highly unpredictable. After the first merit list last year, we were unable to track the list nor able to name them as few names were released within a week. The number of lists released within short intervals became too plenty to track that we lost records. Nevertheless, what you must know is that admissions are released in batches and when your name is not among the first 3 lists, you should not panic.

How Long Does The NDU Admissions Last?

When many admissions seekers do not see their names in first batch, there is this fear that they have lost out. But it is never really like that. **Admissions last for a minimum of 4 months to 6 months. Normally, admissions starts October and ends March.** This is the pure admission circle timing and is especially true of the 2018/2019 and 2019/2020 academic sessions.

However, with this coronavirus delays, the 2020/2021 admission timing may behave erratically in some ways. Speculatively, the 2020/2021 admissions may not start October again. It may either start February and this will affect our timing records. Also, in a bid to constrict time, the admissions office **MAY** reduce the admission circle timing by granting admissions in quicker successions and in bulk – all in a bid to close admissions in a better timeframe.

NDU Admission Secret

Do you know? You can actually get admission when you write to the Vice Chancellor. There is a provision to write a letter of concessional admissions to the Vice Chancellor. A concessional Admission Letter is one where an applicant or a sponsor appeals to the VC for a provisional admission.

Note that the merit lists are granted to candidates who merit the admission. After the merit list, any other list are granted based on the VC's discretion. This is where concessional admissions comes in. Your place as an applicant or a sponsor is to appeal to the VC that your ward needs admission in a field of study and where that field is not available, a related field of choice should be granted.

The Vice Chancellor, in his discretion goes through your acclaimed qualification and takes decision if your qualification can be considered or not. In recent past, many of our followers who read our publications and used this medium have been granted admissions.

Special Note II: A letter of concessional admission should be written after merit list is out

How Can I Know That I Have Been Granted Admissions In NDU

Many students often see their admissions very late. This is either because of lack of awareness or because after many times of checking, they decided to lose hope. But boom! Admission was granted them later but they never checked again.

To know that you have been granted admissions, the NDU is likely to send you admissions sms via the phone number you used to register for Post UTME. It is also possible to receive email notification even though it is rare. The NDU admissions message notification usually congratulates you of your admission and directs you on the next course of action to take.

This is where our job as clearance agents comes in. The NDU admonishes applicants to deal with only trusted and experience cafes. The NDU advises you to do so possibly for the following reasons:

1. **Fraud:** The cases of online fraudulence are increasing daily. From school fees to other fees processing, fraudulent café attendants may print fake receipts for you and you will never know that you are being given fake receipts. So, why not patronize known names and entities to avoid issues?

2. **Errors:** The school management may have advised you to use the services of only experienced café entities because of possible errors. The relevant ICT offices are laden with responsibilities of error correction and this stresses the staff most times. Using the services of experienced café owners also saves you from the stress of ICT troubles where you may pass through several hurdles to get your details corrected.
3. **Exorbitant Charges:** Human is known for greed. Some café owners will want to build mansion on top of one work, thereby charging you exorbitantly. Patronizing established cafes around the school environment saves you of many stress. Sometimes, as a newbie, you may not even know you are being extorted. You will later know when your colleagues who goes to a dependable place tells you the amount they paid. People who do not follow our lead always have one or two reasons to regret.
4. **Inexperience:** So many café owners especially those outside the University community do not know/are not familiar with many of the University's websites and how they are used. They just add to your troubles. They also increase the amount of money you will spend because they will collect their charges from you and when you come to school here, cafes here are bound to charge you again from beginning. So, please, use the services of only experienced cafes.
5. **Deception:** Freshers are very naïve. They most times take everything they are told. Some of our customers had paid none existent fees before they met us. Some paid indigenship fees, admission fees, matriculation fees (before the 2019/2020 session, there was nothing like matriculation fees. It was introduced in the 2019/2020 session admission), etc. However, if you deal with trusted cafes, you are sure of being charged standard amount required by school without deception even though you don't know. So, is it not better to deal with a trusted café?

There are so many other reasons why you must deal with trusted cafes but we can only mention these now.

Special Note III: Dealing with us for all your café needs solves all the challenges mentioned above: Our head office is located at No. 1 NDU Road, Beside Main Campus Gate, Wilberforce Island (Amassoma), Bayelsa State. To call us, dial 08060699054 or 08050706635. Once you have received admissions notification, the remaining responsibility to see you properly registered is ours.

Jamb Admission

The first place you will know you have been admitted is in Jamb Portal. In subsequent pages, you will see how the admission circle works. Jamb will be the first to upload your name online (this however, does not mean it is Jamb that

is giving you the admission. It was the NDU stat actually sends your name to Jamb). So, immediately you start hearing of admission news, the first place to check is your Jamb profile. If your name is not in Jamb profile, it is 99% sure that when NDU release its new batch, your name will not be there. It is in very rare cases you will see that a name haven't appeared in Jamb portal but appeared in NDU portal.

NDU Admission

The second place you will know you have been granted admission is in NDU portal. While Jamb rarely sends admission notification, NDU actually send text messages to newly admitted applicants. By then, you must have previously seen your name in Jamb portal. At this stage, you cannot go on to do your clearance until management gives a date to do so. However, those who will be granted admissions after clearance have started can immediately go ahead with their clearance.

NDU 100 Level Clearance

When students/applicants use the word clearance in NDU, they may use it to mean either online clearance or physical clearance. However, the truth is there is only one clearance and that is the online clearance. What students and applicants refer to as physical clearance is actually known as verification.

NDU 100 Level Online Clearance

Immediately after being granted admission, the next thing you will do is to go to an **EXPERIENCED CAFÉ CENTRE** and do your online clearance. This involves paying the café owner your acceptance fees and all other accumulated charges. Don't worry. In due course, you will see the list and total cost of your NDU online clearance. Online clearance involves:

1. Creation of your NDU online profile
2. Payment of your N40,000 acceptance fees
3. Processing of your clearance (entering your credentials in text)
4. Payment of 1,560 document upload fees
5. Entering of your o'level results in text format (if you used a different and result in Post UTME, you can use the correct one here. This corrects anything previously done wrongly about o'level).
6. Completion of the online clearance
7. Printing of acceptance letter
8. Uploading of documents: 1). O'level, 2). LGA, 3). Age declaration **OR** birth certificate, 4). First attestation letter, 5). Second attestation letter, 6).

Statutory declaration form and for Direct Entry students, 7). A'level certificate.

On completion of your online clearance, you should have the following documents:

1. The acceptance fee receipt of N40,000 (Used for faculty file opening)
2. The Acceptance letter (Used for faculty file opening)
3. LGA (Used for faculty file opening)
4. Age declaration or birth certificate (Used for faculty file opening)
5. Two attestation letters
6. Statutory declaration form
7. A'level certificate for for Direct Entry students
8. Jamb admission letter
9. Jamb original result
10. WAEC or NECO scratch card for verification of your result.

Once you have these documents, then you are set for the NDU verification at your department.

Total Cost of NDU 100 Level Online clearance

How Much Is The Total Cost of NDU Online clearance?

The Total Cost of NDU online clearance is N85,500. This fee is divided into two segments, N62,000 for online clearance consisting of acceptance fee and N23,500 for accumulated charges.

The N62,000 includes:

1. Acceptance fee N40,000
2. Acceptance fee processing N2,000
3. Document upload fee N2,500
4. Jamb admission letter N2,500
5. Jamb original result N2,500
6. 2 attestation letters N1000
7. Statutory declaration form N1,500
8. NDU admission letter N1000
9. General processing fee N4,000
10. WAEC/NECO scratch card N2,500
11. Clearance certificate N2,500
12. **Total: N62,000**

However, the N23,500 includes:

1. School fees processing charge: N2,000
2. Students' bio-data form processing N2,000
3. Course enrolment N4,000
4. Students' skill acquisition N7,500
5. Medicals/xray N8,000
6. **Total: N23,500**

PROMO PAGE

Do you know?

Admissions and UTME Nigeria is granting school fees promo of N100,000 each to 5 lucky newly admitted students.

5 lucky freshmen (freshers) to get 500,000 in total!

Be among! Be a lucky winner!

How to Qualify for the Promo

To qualify for the promo, once you are granted admission, and NDU management announce a date for clearance, print page 19 of this book and fill it and bring it along to our office at:

**No. 1 NDU Road,
Beside Main Campus Gate,
Wilberforce Island,
Bayelsa State.**

OR

Visit <https://admissionsandutme.com/post-utme-form/> to fill our online post utme form.

Your form number will be entered in a raffle draw after payment of your clearance fee is received.

Come along with the following documents:

- 1. O'level**
- 2. Local Government of Origin**
- 3. Age declaration or birth certificate (anyone will do)**

For more info, call: 08060699054, 08050706635

NDU Verification

What is NDU Physical Verification?

The NDU verification, popularly referred to as physical clearance or physical verification is a process whereby newly admitted students takes all their documents that emanated from their online clearance to their various Departments for presentation and sightseeing. Presentation and sightseeing here means that you will tender all your original documents (although WAEC/NECO can be online printout if the original certificate is not available) to your department verification official. They will go through them and compare with what they have in their system (all your documents you uploaded online is with them already and they are expected to check for compliance, authenticity and correctness of information and documents uploaded with those presented physically).

If the verification officer is satisfied with your documents, he/she will clear you online and also stamp on your o'level result, indicating that he has checked WAEC/NECO website and that your result is reflected. As part of the process of clearing you at the department, the verification officer will open up your profile online to enable you print you clearance acknowledgement slip. Note that without departmental physical verification, your clearance acknowledgement slip will not work. Hence, the officer, during the verification unlock your clearance acknowledgement slip profile to enable you print it out.

There are however, some instances where you may not be able to print your clearance acknowledgement slip even after verification. In such instance, you will have to revisit the officer that verified you that you have done your clearance but you are unable to print your clearance acknowledgement slip. Maybe after your clicking and verifying, it may be possible that network could not load properly and the click was not registered by the portal or some other possibilities. Then the verification officer will redo it to ensure you are able to print your clearance acknowledgement slip.

NDU Clearance Acknowledgement Slip Printing

How do I Print My NDU Clearance Acknowledgement Slip?

After a successful verification exercise, students are required to print their clearance acknowledgement slip to confirm that they have successfully completed their verification. Please note that without printing your clearance acknowledgement slip, you cannot pay your school fees. These and many more

are the technicalities why the school management emphasizes on processing your work in an experience café.

NDU Biodata Form

How Do I Process My NDU Biodata Form?

Immediately after printing clearance acknowledgement slip, the next course of action is the processing of the bio-data. The school fees too is tied to the bio-data. So you must process it first. Students' bio-data cost N2,000.

NDU School Fees Payment

How Do I Pay NDU School Fees?

After printing your clearance acknowledgement slip, the next step is payment of your school fees. Normally, the café may charge you all your fees, so, immediately after your verification, you walk straight back to them and pay your fees. Refer to the Volume I of the admission guide to ascertain how much is your school fees.

NDU Course Enrolment

How Do I Process My NDU Course Enrolment?

Course enrolment, also referred to as course registration is the process of stating and listing the number of courses you are offering in a particular level. Course enrolment is done once in a session. You register both first and second semester courses the same time with same courses. Courses enrolment for 100 level students costs N4,000 while returning students cost N2,000

NDU Skill Acquisition Processing

How Do I Process My NDU Skill Acquisition?

It is a very fine move that a University in Nigeria has beamed its searchlight on the need for students to actually get skills while bagging their degrees. This is indeed a welcome development. The NDU skill acquisition programme can be registered in the relevant NDU portals. The total cost is N7,500 as indicated in the list above.

NDU Medicals/Xray

How Do I Process My NDU Medicals/Xray?

The NDU medicals/xray receipt is processed at the relevant NDU portals and the receipt is taken to the medical sickbay. There, students are also expected to register online with regenix. This may cost another N1,000

NDU Faculty File Opening

How Do I Open NDU Faculty File?

Opening your file with NDU is one thing that identify you as a bonafide student of the NDU. A student who is yet to open file is not yet recognized by the school authority even though he has paid all fees and charges including school fees. Therefore, such students will not have matriculation number, nor academic records.

To open faculty file with NDU, students who are done with their online clearance, verification and fees payments are expected to make 4 photocopies of the following documents and go to the Faculty for file opening.

1. Six passport sized photograph
2. Pay n1,000 for department brochure and quantitative manual to your department account
3. Teller of n2,000 for prospectus, magazine, etc.
4. Online course registration form
5. Medical report
6. Local government area identification letter
7. Birth certificate/age declaration
8. Letter of attestation x (2)
9. School fees receipt
10. Verified o'level result
11. Statutory declaration
12. Student's personal data form
13. Certificate of clearance
14. Acceptance form
15. Letter of provisional admission
16. Application form
17. Jamb admission letter
18. Jamb result

100 LEVEL CLEARANCE FORM

(For our customers' use only)

Admissions and UTME Nigeria

step in the right vocation...

Beside RCF Tent, Main Campus Gate, Wilberforce Island, Bayelsa State.

Vocational guidance, admissions information, academic news, clearance processing, all fees payment, transcripts,
 original certificate, etc.

Phone: +2348060699054, +2348050706635, +2348120661125, +2348180798832

Email: admissionandutme@gmail.com

Website: www.admissionandutme.com

Fill this form and bring it to us for your clearance

Date:

SURNAME:..... FIRST NAME: MIDDLENAME:

POST UTME EMAIL: JAMB REG. NUMBER: JAMB SCORE:

DATE OF BIRTH PHONE NO.: SEX:

MARITAL STATUS: DATE OF BIRTH: PLACE OF BIRTH:

STATE OF ORIGIN: LGA: HOMETOWN:

HOME ADDRESS:

ATTESTERS:

FULL NAME AND TITLE OF FATHER: PHONE:

ADDRESS OF FATHER:

FULL NAME AND TITLE OF MOTHER: PHONE:

ADDRESS OF MOTHER:

O'LEVEL CREDENTIALS:

S/N	TYPE OF EXAM:.....	YEAR	GRADES	S/N	TYPE OF EXAM:.....	YEAR	GRADES
1				1			
2				2			
3				3			
4				4			
5				5			
6				6			
7				7			
8				8			
9				9			

Thank You Page

Thank you for purchasing this material. Over the years, we have come to have the firm belief that adequate, quick, timely and correct information have a role to play in the admission process. This has led us to continuously carry out endeavours to reach you on time and help you take the right decisions.

Please, always feel free to reach us at any point in time.

Thank you now and always

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Our Services:

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About the Author



Michael Ogghenyoreme Jules, is a scholar, educator, vocational tutor, writer, publisher, blogger, academic critic to the core and believes so much in best practices and standard performance in the unfolding of academic processes. He studied Accounting Education (B.Ed.) in the Niger Delta University (2009-2014) and Marketing/Management Education (M.Ed. In.V), Niger Delta University (2018 till date (2020)). His penchant for academics and learning in totality has made him engaged in various endeavours in the bid to improve practice.

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