University of Ibadan

2024/2025 Academic Session (Fresh Students)

Payment of Fees Guidelines

A. Login on to the portal

1. Log on to https://student-portal.ui.edu.ng on any browser

2. Login details:

Username: your student institutional email or matric number

Password: your last name in lower case (small letters)

3. After successful login you will be prompted to change password before proceeding. Input your old password then create a new password of your choice, confirm new password, and click on update button

B. Payment Steps

1. After successful login, your dashboard will be displayed

2. Navigate to the *Fees* section on the side menu list

3. Click *my fees.*

4. The following fees are compulsory for all categories of students:

    a. Bundled fee (100 - 300 levels) or School fee (400 level and above)

    b. Technology Levy – **To be paid separately.**

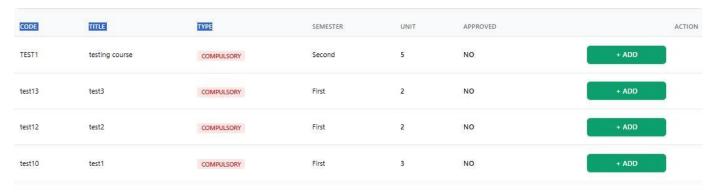   c. Utility Levy - **To be paid separately.**

Health Professional levy or Laboratory Professional fee is compulsory for students of the College of Medicine while Special DVM levy is compulsory for students of the faculty of Veterinary Medicine - **To be paid separately**

5. Click the button besides the fee option you are paying and click P*roceed*.

6. Confirm the correctness of your payment details.

7. Click *Proceed to pay*.

8. You will be redirected to the Remita payment platform.

9. Select a payment option (card/bank/branch/transfer/remita)

10. Complete payment process as directed in the selected payment option.

C: Confirmation of Payment

1. After successful payment, you will be redirected to the registration portal.

2. Go to *Fees*, then select *Transactions* to confirm the status of your payment.

3. If successful, click the view button under *Actions* for payment details. A pdf version can also be downloaded.

4. Remita receipt will be sent to your student email.

5. In the case of a failed transaction for which you were debited, click the refresh icon to update status

CODE	TITLE	TYPE	SEMESTER	UNIT	APPROVED	ACTION
TEST1	testing course	COMPULSORY	Second	5	NO	+ ADD
test13	test3	COMPULSORY	First	2	NO	+ ADD
test12	test2	COMPULSORY	First	2	NO	+ ADD
test10	test1	COMPULSORY	First	3	NO	+ ADD

Course registration closed for this academic session.

Note: Course Registration would be opened in the month of April, 2025

E. Support

For support on payment/registration, send email to ugportal@stu.ui.edu.ng

Information Technology & Media Services

University of Ibadan