

## UNIVERSITY OF LAGOS SCHOOL OF POSTGRADUATE STUDIES SCREENING/VERIFICATION/REGISTRATION REQUIREMENTS FOR FRESH STUDENTS 2016/2017 SESSION

1		
1	Biodata Form	4 COPIES
2	Course Form	4 COPIES
3	Admission Letter	4 COPIES
4	Acceptance Letter	4 COPIES
5	First degree certificate (Not statement of result) or	4 COPIES
	Transcript (unsealed transcript is unacceptable)	
6	NYSC discharge certificate or exemption certificate	4 COPIES
7	Marriage certificate (Married women)	4 COPIES
8	Tellers (online receipts)	4 COPIESP
9	Receipt for prospectus	4 COPIES

## NOTE: Please ensure that the documents in nos. 1-9 are arranged in the following format:

Set 1	Set 2	Set 3	Set 4
Biodata	Biodata	Biodata	Biodata
Course Form	Course Form	Course Form Admission	Course Form
Admission Letter	Admission Letter	Letter Acceptance Letter	Admission Letter
Acceptance Letter	Acceptance Letter	First degree certificate (Not	Acceptance Letter
First degree certificate	First degree certificate	statement of result) or	First degree certificate
(Not statement of	(Not statement of	Transcript (unsealed	(Not statement of
result) or Transcript	result) or Transcript	transcript is unacceptable)	result) or Transcript
(unsealed transcript is	(unsealed transcript is	NYSC discharge certificate	(unsealed transcript is
unacceptable)	unacceptable)	or exemption certificate	unacceptable)
NYSC discharge	NYSC discharge	Marriage certificate	NYSC discharge
certificate or exemption	certificate or exemption	(Married women)	certificate or exemption
certificate	certificate	Tellers (online receipts)	certificate
Marriage certificate	Marriage certificate	Receipt for prospectus	Marriage certificate
(Married women)	(Married women)		(Married women)
Tellers (online receipts)	Tellers (online receipts)		Tellers (online receipts)
Receipt for prospectus	Receipt for prospectus		Receipt for prospectus

**NOTE**: All new students <u>MUST</u> provide their original credentials for sighting at the point of screening and all documents **MUST** be in coloured form. The School of Postgraduate is the final stage of the registration process. Payment of school fees should be done at the designated banks.

In some exceptional cases, statement of result may be accepted.

**Venue:** Multipurpose Hall C

Time: 9am – 3pm daily (Monday – Friday)

Commencement: Tuesday 3<sup>rd</sup> January, 2017

Duration: Four (4) weeks