STUDENTS’ REGISTRATION FORM

NOTE: This form must be filled by each student admitted into the Polytechnic and must be finally submitted to the Academic Registry for final documentation and registration.

SESSION: ......................................................

PART 1: REGISTRY

NAME: ..............................................................................................................................................................................

Surname | Middle name | Other names

ADMISSION No.: .............................................................. SEX: ..................................................

SCHOOL: ............................................................................ DEPT: ......................................................

PROGRAMME: ............................................................. COURSE: ......................................................

STATE: ............................................ LGA: ......................... HOMETOWN: ..........................................

GSM No.:................................................................. e-Mail Address: ......................................................

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Name/Sign/Date/Stamp of Admission Officer

PART II: DEPARTMENTAL

The Candidate has been screened and having met all requirements, he/she has been registered with the Department.

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Name/Sign/Date/Stamp of HOD

PART III: BURSARY

The Candidate has paid all the registration fees in respect of the programme he/she has been admitted.

Registration Receipt No.: ..............................................

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Name/Sign/Date/Stamp of Finance Officer

PART IV: DEANAGE

The Candidate has been cleared and registered with the school.

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Name/Sign/Date/Stamp of Dean of School

PART V: ACADEMIC REGISTRY

The Candidate’s documentation is complete and he is registered as a student of the Polytechnic.

Check List:  Admission No.  ....................................  Registration Receipt No.: ..............................................

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