

## PROCEDURE FOR FEE PAYMENT AND COURSE REGISTRATION

The procedure below shows both new and returning undergraduate students how to pay fees online and complete course registration on the portal at https://ugpayment.umm.edu.ng

## UNDERGRADUATE STUDENT COURSE REGISTRATION PROCEDURE

1. Launch any browser of your choice and type <u>https://ugpayment.umm.edu.ng</u> in the address bar and press enter



- 2. Enter your matriculation number as username and password as a returning student and JAMB Registration number as a fresh student. Change the password after login please.
- 3. Click on Login

	UMM   Undergraduate Payme	ent × +									~	-	٥	×
<	> C 🔒 ugpayme	nt.umm.edu.ng/home								07	QË	☆	🗆 🐞	:
		← 9. Search									53	2	EST Studer	nt ~
	ENU			Dashboard										
đ	36 Payment			You are logged in!										
	😫 Wallet													
	Previous Payments													
- 8	Course Registration ~													
	Profile													
0	🕯 Change Password													
1	🗄 Logout													
		2022 © Durable Consultants Limited.										Univers	ty of Mkar, I	Mkar
		rch	o 🛱	🗓 💽	1	🚖 🚺	0 0	× 🌻	M	-	25°C 🔨	9 10	12 PM /6/2022	-

4. Click on Payment

💠 UMM   Undergraduate Payment	+ +		$\sim$	-	٥	×
$\leftrightarrow$ $\rightarrow$ $C$ $\cong$ ugpayment	Q	Ê	$\Rightarrow$		🍎 E	
	<= Q Search		0	2	TEST Stu	dent ~
MENU	Update Password Email					
ය Payment ඩ් Wallet මු Previous Payments	Passport Choose File No file chosen					
<ul> <li>Course Registration ~</li> <li>Profile</li> </ul>	password					
Change Password     Logout	Set Password					
	2022 © Durable Consultants Limited.			Univers	ity of Mka	ar, Mkar
🕂 🔎 Type here to search	o 🖽 😨 💽 🗋 🚍 😭 🚺 🥥 🜌 🔵 🜌 🔺	25°C		<ul> <li>9</li> <li>10</li> </ul>	:14 PM 0/6/2022	-

 Update your Password – You are expected to enter your official assigned email address (ending with @umm.edu.ng), passport (JPG, 1mb maximum) and your preferred strong password to proceed. You must visit ICT directorate to get official email address to use here if you don't have one. 6. Update Profile – Enter your phone number to proceed.

💠 UMM   Undergraduate Payment   🗙 🕂				~	-	٥	×
$\leftrightarrow$ $\rightarrow$ C $($ ugpayment.umm.edu.ng/stude	nt/update-profile	07	Q	ê t	2	• 🐞	) :
<⊟ Q. Search			Ę	: (	E) TE	IST Stude	nt ~
MENU	Update Profile						
🛱 Dashibuard	password updated successfully!						
🖨 Wallet	email						
🚊 Previous Payments	test.student@umm.edu.ng						
🗞 Course Registration 🗸	Phone						
O Profile	Ludda Dosfa						
Change Password							
🖯 Logout							
2022 © Durable Consu	Itants Limited.			Ur	iversity	y of Mkar,	Mkar
H P Type here to search	0 🛱 🛱 💽 📄 💼 🚖 🕕 🕕 💿 🛤	•	25°C	~ <	9:3	1 PM	5

7. Profile updated Successfully – You are good to go by clicking on payment menu by the left-hand size.

UMM   Undergraduate Payment	× +			~ - 0 ×
$\leftrightarrow$ $\rightarrow$ C $\cong$ ugpayment.	umm.edu.ng/student/outstanding-payments			ର 🖻 🖈 🔲 🎲 :
	= 9. Search			🖸 🔹 🔹 TEST Student 🗸
MENU	Outtanding Payments			
	Payment		Amout	Pay Now
B Wallet	200Level First Semester Fees B.Sc, Computer Science Instate		NGN 500.00	Initiate Payment
Previous Payments	200Level First Semester B.Sc. Computer Science ICT Charges		NGN 500.00	Initiate Payment
🗞 Course Registration 🗸				
Profile				
Change Password				
🕒 Logout				
	2022 © Durable Consultants Limited.			University of Mkar, Mkar
Type here to search	o 🛱 💼 💽 🗋	🖿 🚖 () () 🥥 🛤	<b>9</b>	● 25°C へ ● <sup>9:36 PM</sup>

8. Click on **initiate payment** by your right-hand side – both tuition and ICT charges are paid differently using the same procedures.

💠 UMM   Undergraduate Payment   🗙 🕂	~ - 0 X
← → C 🔒 ugpayment.umm.edu.ng/student/payment-amount?_token=DHETLXHgbPQuHbHhjvIS1AtGSCi2fT9Q2nATFgPb&amount=500&fee_payment_uid=fp_633ed	ic910575a Q 🖻 🖈 🔲 👹 🗄
← Q Search_	🖸 🛛 💭 TEST Student 🗸
MENU	
Initiate Payment	
500 Rij Payment	
Payment method  A Vallet  Selet Drumoet Method	
Previous Payments	
Course Registration v	
O Profile	
a Change Password	
- B Logout	
2022 © Durable Consultants Limited.	University of Mkar, Mkar
🗄 🔎 Type here to search 🥵 👔 🗇 🛱 🗑 🖉 👔 💼 💼 🚺 🜗 🥥 🚈 🧿	🢪 23℃ へ 📤 <sup>7:46</sup> AM 10/7/2022 평

9. Select the amount billed for the ICT charge if you intend to pay complete or enter the amount you intend to pay if you are not paying the amount as billed and select e-transact to pay using your ATM card (Verve and Master). Then click on initiate payment.

💠 UMM   Undergraduate Payment   🗴 🕂	~ - 5 ×
← → C 🔒 ugpayment.umm.edu.ng/complete-transaction-payment	९ 🖻 🖈 🛯 🀞 :
← (9. Search	🖸  🔝 TEST Student 🗸
<ul> <li>Lick this button to proceed to payment gatewy</li> <li>Payment</li> <li>Payment</li> <li>Provious Payments</li> <li>Profile</li> <li>Change Password</li> <li>Logout</li> </ul>	
2022 © Durable Consultants Limited.	University of Mkar, Mkar
📲 🔎 Type here to search 🤐 🏥 🔿 🛱 🛱 😨 🚺 💼 🚖 🚺 🚺 🥥 💶 📢	≥ 23°C ∧ 👄 <sup>7:53 AM</sup> 평

10. Click on proceed to payment.

<ul> <li>         → C         <ul> <li></li></ul></li></ul>			e 🛧 🛛 🐞
	(	UebConnect	
	Back		
		Debit Card Pocketmoni Bank/T	
	And Land	Card Number	
	TEST Student test.student@umm.edu.ng	Card Holder Name	
	ITEM COST NGN 500.00	Ш мм чү	
	TRANSACTION CHARGES NGN 400.00	Pay	
	TOTAL NGN 900.00		
	•	V/SA 🔯 Verve	

11. Enter the Debit Card Details and click on Pay – Transaction charge is N400

U WebConnect Payment × +				`	/ -	- 0	×					
← → C			07	81	₽ ☆		¢ 1					
	UebConnect											
	Back											
		Debit Card Pocketmoni BankIT										
	A CONTRACTOR OF	Kindly insert your 4-digit debit card pin										
	TEST Student test.student@umm.edu.ng											
	ITEM COST	Confirm										
	TRANSACTION CHARGES NGN 400.00											
	TOTAL NGN 900.00											
		VISA 讨 👀										
	A Secure p	ayment powered by etranzact				750 414						
E 🔎 Type here to search	i O 🛱 💼 💽	📄 🛱 🖄 🕕 🧿 💶 🔄		23°C	^ ᅌ	7:59 AM 10/7/2022	5					

- 12. Enter the card PIN to proceed here, soft OTP will be sent to your bank OTP linked mobile number.
- 13. Enter the OTP and proceed.



- 14. Payment is completed successfully and be redirected to initiate payment page.
- 15. Click on previous payment to print your invoice to be taken to Bursary Unit for confirmation.

Note: Click on 'verify payment' in cases of incomplete online transactions. Again, new students are to report to ICT unit to obtain their emails which will be required to activate their accounts.

## UNDERGRADUATE STUDENT COURSE REGISTRATION PROCEDURE

1. Launch the Browser and type ugpayment.umm.edu.ng on the URL box and enter to proceed.



2. Enter your matriculation number as the username and password (make sure you change your password after login and do not expose your password as one of the security measures)

💠 UMM   Undergraduate Payment 🗙 🕂		~ - Ø ×
← → C 🔒 ugpayment.umm.edu.ng/home		ञ ९ छ 🌣 🔲 🐞 :
←= Q. Search		🖸 🌘 TEST Student 🛩
MENU	Dashboard	
E Dashboard	You are logged in!	
😰 Verify Payments		
<ul> <li>Wallet</li> <li>Previous Payments</li> </ul>		
🏷 Course Registration 👒		
Profile		
Change Password     Logout		
2022 © Durable Consultants Limited.		University of Mkar, Mkar
H Q Type here to search		

3. Click on current registration by your left-hand side located just below **previous payment menu**.

<b>v</b> i 💠	IMM   Undergraduate Paymen	nt F × +										× -	٥	×
$\leftarrow$	→ C 🔒 ugpaymen	nt.umm.edu.ng/st	udent/registration/c	oursereg							Q	₿ ☆	•	:
		← Q Search	h									D 🎩	TEST Student	· ·
MENU	List of Registration Outlines													
S Da	Dashboard													
©6 Pa	Image: Gig Payment     Title     Min. Credits     Max. Credits       Image: Big Payments     200Level First Semester B.Sc Computer Science     16     24								Actio	n				
LE Wa										ister				
≜≞ Pr	revious Payments													
¢ Co	Course Registration A	>						•						
;	Registrations History													
e C	View My Curriculum													
🗇 Pr	rofile													
<b>û</b> c	Change Password													
θu	Logout													
		2022 © Durable C	onsultants Limited.									Unive	rsity of Mkar, M	kar
		ch	<b>944</b> o	Ħ 💼	0		0 (	) 🧿	x w	9	🔷 28°C	^ 🔷	5:42 PM 10/7/2022	14

4. Under list of Registration Outlines, Click on Register

€≣ Q Search						
List of C	ourses for 20	OLevel First Semester B.	Sc Computer Science			
S/N	Check	Code	Title	Credits	category	Alternative
nts			Core Courses			
ion ~ 1	•	CMP2301	Computer Programming I	3	core	
2	•	CMP2203	Assembly Language	2	core	
rd 3	•	CMP2305	Discrete Structures	3	core	
- 4	•	MTH2205	Linear Algobra I	2	core	
5	•	STA2311	Probability I	3	core	
		CMP2205	Scripting Languages	2	core	
7	8	05T2201	Nigerian Peoples and Culture	2	core	
8	8	GST2203	Christian Leadership I	2	core	
<b>9</b>	2	EDS2101	Business Greation and Growth I	1	core	
		CHM1521	Physical Chemistry I	5	core	
· · · ·	-	CHRIDS	Factor Chartery		care	
12		PHY2205	Workshop Technology/ Practice	2	elective	
		Total Core Credits	24			
		Total Elective Credits	2			
		Total Optional Credits	0			
		Total Credits	26/0			
Register Cours						

- 5. Pick any core / elective course of your choice by checking the combo box preceding the course code.
- 6. Click on Register Courses to proceed.



7. Click on "click here to submit Registration" to submit the registration

💠 UMM   Undergraduate Payment   🗙 🕂 🗸														×
← → C 🔒 ugpa	yment.umn	n.edu.ng/student/registra	tion/viewMyRegist	trations/1485							QĖ	☆	•	:
	€ (	R Search									0	۲	TEST Studer	nt ~
мени II Dashboard	Lis	t of Previous	Semeste	r Regis	tration	S								
ශ Payment ඩ Verify Payments	C	ongratulationsIIII Course Regi	stration Completed Su	ccessfully, NEXT	T: Contact your Re	gistration Officer	for Approval	5					×	
🖻 Wallet	S/	N Title		Session	#Credit Units	No.Of Courses	status	Approval	Recommendatio	n		Actio	0	
🚔 Previous Payments	1	200Level First Semester B.	Sc Computer Science	2021/2022	24	11	pu ding	🗹 🗙 🗙	X Registration Not	Approved, Contact De	artment	vie	w Details	
Course Registration A														
Current Registration														
Registrations History														
View My Curriculum														
Profile														
Change Password														
🕒 Logout														
	2022 ©	Durable Consultants Limited.										Univer	sity of Mkar, I	Mkar
H $\sharpi$ Type here to	search	<b>914 16</b> 1	0 🗄 🚺	i 💽		💼 🔱	0	<b>9</b> 💶	<b>vii (</b>	<b></b> 2	6°C ^	6 10	:16 PM /7/2022	14

- 8. Once approval is ticked, registration is complete and a student should therefore proceed to the department for approval.
- 9. Click on View Details by the right hand side to View the Course Registration Form

yments Payments egistration v			UNIVERSITY OF MKAR, MKAR PMB 017, GBOKO, BENUE STATE, NIGERIA https://umm.umm.edu.ng COURSE REGISTRATION FORM		Reg. Not Yet Approv
Password		L.	STUDENT DATA Matric: UM	IM/TST/05/0001	
Name Prog Depa Facu	ie gramme artment ilty	1	TEST Student Session. 2027 B.Sc. Computer Science First Mathematics and Computer Science Level 200 Science and Education Approval Status pret	1/2022 t	
Reg. I	Descriptio	on	200Level First Semester B.Sc Computer Science, 2021/2022 Session.		
			LIST OF REGISTERED COURSES		
s	S/N	Code	Title	Credits	category
	1	CMP2301	Computer Programming I	3	core
	2	CMP2203	Assembly Language	2	
					core
3	3	CMP2305	Discrete Structures	3	core
3	5	СМР2305 МТН2205	Discrete Structures Linear Algebra I	3	core
3	3 4 5	CMP2305 MTH2205 STA2311	Discrete Structures Linear Aigebra I Probability I	3 2 3	core core core
3 4 5 6	5 4 5 6	CMP2305 MTH2205 STA2311 CMP2205	Discrete Structures Linear Algebra I Probability I Scripting Languages	3 2 3 2	core core core core
3 4 5 6 7	3 4 5 6 7	CMP2305 MTH2205 STA2311 CMP2205 GST2201	Discrete Structures Linear Algebra I Probability I Scripting Languages Nigerian Peoples and Culture	3 2 3 2 2 2	core core core core core
3 4 5 6 7 8	5 5 6 7	CMP2305 MTH2205 STA2311 CMP2205 GST2201 GST2203	Discrete Structures Linear Algebra I Probability I Scripting Languages Nigerian Peoples and Culture Christian Leadership I	3 2 3 2 2 2 2 2 2	core core core core core core core
3 4 5 6 7 7 8 8 9	3 4 5 5 5 6 7 7 7 8 9 7 7 9 7 9 7 9 7 9 7 9 7 9 7 9	CMP2305 MTH2205 STA2311 CMP2205 GST2201 GST2201 EDS2101	Discrete Structures Linear Algebra I Probability 1 Scripting Languages Nigerian Peoples and Culture Christian Leadership I Business Creation and Growth I	3 2 3 2 2 2 2 2 1	core core core core core core core core
3 4 5 6 7 8 8 9 9	5 5 6 7 3 9 0	CMP2305 MTH2205 STA2311 CMP2205 GST2201 GST2201 GST2203 EDS2101 CHIH1321	Discrete Structures         Linear Algebra I         Probability I         Scripting Languages         Nigerian Peoples and Culture         Christian Leadership I         Business Creation and Growth I         Physical Chemistry I	3 2 3 2 2 2 2 2 2 1 1 3	Core Core Core Core Core Core Core Core
3 4 5 6 7 8 9 10 11	5 4 5 5 5 5 5 5 7 7 5 5 7 7 5 7 7 5 7 7 5 7	CMP2305 MTH2205 STA2311 CMP2205 GST2201 GST2201 GST2203 EDS2101 CHM1321 CHM1321 CHM173	Discrete Structures         Linear Algebra I         Probability I         Scripting Languages         Nigerian Peoples and Culture         Christian Leadership I         Business Creation and Growth I         Physical Chemistry I         Practical Chemistry I	3 2 3 2 2 2 2 2 1 1 3 3 1	Core Core Core Core Core Core Core Core
3 4 5 6 7 8 9 10 11	5 5 5 7 7 3 3 7 0	CMP2305 MTH2205 STA2311 CMP2205 GST2201 GST2201 GST2203 EDS2101 CHM1321 CHM1321	Discrete Structures         Linear Aigebra I         Probability I         Scripting Languages         Nigerian Peoples and Culture         Christian Leadership I         Business Creation and Growth I         Physical Chemistry I         Practical Chemistry I         Date Submitted :2022-10-07 16:55:34, Total Registered Credits	<ul> <li>3</li> <li>2</li> <li>3</li> <li>2</li> <li>2</li> <li>2</li> <li>2</li> <li>1</li> <li>3</li> <li>1</li> <li>24</li> </ul>	Core Core Core Core Core Core Core Core

Students are expected to Print the Course Registration Form after approval of their HODs and college Deans.