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HIGHLIGHTS

Pg 2 2023 UTME: YOU CAN CREATE YOUR PROFILE NOW - JAMB

Pg 3 FINANCIAL REPORT OF INFLOW AND OUTFLOW FOR THE PERIOD OF 24th DECEMBER 2022 TO 30th DECEMBER, 2022

CANDIDATES WITH BIOMETRIC CHALLENGES TO REGISTER, SIT EXAMINATION AT JAMB NHQ, ABUJA



Ahead of the 2023 Unified Tertiary Matriculation Examination (UTME), the Joint Admissions and Matriculation Board (JAMB), has announced that candidates, who

experienced biometric challenges at the point of registration, would complete their registration formalities as well as sit the Unified Tertiary Matriculation Examination (UTME) at its National Headquarters in Abuja.

The Board, in a statement made available to JAMB Bulletin, also reiterated its stance of "No Biometrics, No Examination" for all candidates desirous of taking the 2023 UTME stressing that no offline, exemption or flight mode registration would be entertained.

According to the statement, all the accredited Computer-Based Test (CBT) centres have been empowered for real-time online registration and directed

Contd in Pg 2

DONORS OF FREE UTME APPLICATION DOCUMENTS TO CONTACT JAMB

A call has gone to all government agencies, individuals or organisations, that wish to purchase and distribute free application documents to prospective UTME candidates, to contact the Joint

Admissions and Matriculation Board (JAMB) for guidance and necessary assistance.

Contd in Pg 6

WE ARE VIGOROUSLY PURSUING AND REINFORCING OUR CASHLESS REGISTRATION POLICY - Oloyede

The Registrar of the Joint Admissions and Matriculation Board (JAMB), Prof. Is-haq Oloyede, has said the Board is vigorously pursuing and reinforcing its cashless policy. He disclosed that henceforth the Board would collect all fee patterning to the 2023 registration like fees for the reading text-book, CBT centre service charge with or without mock, registration centre service charge and CBT (examination) service charge along with the UTME application fee of N3,500 and remit what is due to the CBT centres as candidates would not be paying anything at the registration point. This is to dispel the rumours making the rounds that the Board may abandon its cashless registration policy introduced in the 2022 UTME. The Registrar during an interaction with JAMB Bulletin said the rumours were figments of the imagination of fraudulent operators, who were hell-bent on defrauding unsuspecting candidates through the dubious imposi.

2023 JAMB CALENDAR

Sale of UTME: Saturday, 14th January to Tuesday, 14th February, 2023

Sale of DE: Monday, 20th February to Thursday, 20th April, 2023.

Optional Mock Examination: Thursday, 16th March, 2023.

Conduct of UTME: Saturday, 29th April to Monday, 12th May, 2023.

...Candidates With Biometric Challenges to Register, Sit Examination at JAMB NHQ, Abuja

prospective candidates to register at only these partnering CBT centres or JAMB State Offices across the country adding that any candidate, who ignored this directive, would not be able to complete h/her registration.

The statement read in parts: "No CBT

centre is empowered to register candidates with biometric abnormalities or challenges as such candidates with such would only be registered and sit their examination at the JAMB National Headquarters, Abuja, on the last day of the national examination calendar.

Furthermore, no candidate would be allowed to enter the examination hall or sit the examination if his or her biometrics cannot be verified as the system would not permit or process any examination without biometric verification.

EXAMINATION MALPRACTICE IS A REPREHENSIBLE ACT THAT SHOULD BE CONDEMNED BY ALL - VC, CHRISLAND UNIVERSITY

The general public has been urged to regard examination malpractice as a highly reprehensible act that should be roundly condemned by and sundry, while those who cheat should be treated as criminals. Making this call was the Vice Chancellor, Chrisland University, Prof. (Mrs.) Chinedum Peace Babalola, while receiving the State Coordinator, Mr. Hakeem AbdulHameed, during a courtesy visit to the Institution recently.

The Vice Chancellor expressed admiration for the Board's zero tolerance for examination malpractice. She also commended the Board for all the proactive measures put in place to check all forms of infractions.

"I must commend the Registrar, JAMB, Prof. Is-haq Oloyede, for constantly coming out with relevant innovations to checkmate examination cartels," she said.

She urged Nigerians to be proud of the

Registrar especially on account of his efforts to sanitise the conduct of public examinations in the country. She further reiterated that theft of intellectual properties is a criminal offence which should be fought individually and collectively.

Prof. Babalola, however, charged the Board to address some of the identified bottlenecks in the admission process such as difficulty in getting admission letters for transfer students, inability to fill quota, among others.

The State Coordinator, in his address, said his visit was to ensure that the institution adhered strictly to the guidelines of the Board as the Board frowns at any deviations from approved processes.

He explained that no institutions would experience any bottleneck with obtaining admission letters for transfer students or any other challenges, if the extant advisories on such matters were diligently adhered to. As a pointer, he

urged all institutions to ensure that all prospective students present their JAMB Letters of Admission at the point of screening to forestall issues in the nearest future. He stressed that the doors of the Board are open to any Institution, which needs further information or clarification on any of its processes.



Vice Chancellor, Chrisland University, Prof. (Mrs.) Chinedum Peace Babalola

JAMB IS A RESULT-DRIVEN AGENCY WORTHY OF EMULATION - NIPOST

The Nigerian Postal Service (NIPOST) has described the Joint Admissions and Matriculation Board (JAMB) as a result-oriented agency worthy of emulation.

The State Postal Manager, Oyo State, Barrister Funmi Magaji, gave this assessment when she paid a courtesy visit to the Ibadan Zonal Office of the Board.

In her address, Mrs. Magaji commended the Prof. Is-haq Oloyede-led management for "its uprightness and remarkable strides in reforming and innovating solutions to the fundamental

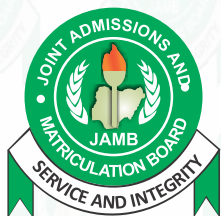
problems of the country's educational sector."

She pointed out that her visit to JAMB was not unconnected with the preparations for the upcoming 2023 UTME/DE registration exercise billed to commence in a matter of weeks and to synergise with the Board in its drive to ensure quality service delivery in the country. She added that the Prof. Oloyede's "wind of change" in JAMB has become a reference point in most conversations on public sector reforms.

"It would be unfair not to do everything

possible to grow NIPOST's relationship with JAMB knowing that the Board has become an agency every result-driven agency should emulate. We are also willing to be a key part of this story."

In his remarks, the Ag. Zonal Director, Mrs. Olajumoke Adeleke, expressed the commitment of JAMB to ensuring a level-playing field for all existing and intending partners. She thanked the august visitor for her kind words and stated that the Board would not leave any stone unturned in its bid to deliver on its mandate.



JOINT ADMISSIONS AND MATRICULATION BOARD

REPORT OF INFLOW AND OUTFLOW FOR THE PERIOD DECEMBER 24 - DECEMBER 30 2022

FINANCIAL INFLOW

S/N	DESCRIPTION	AMOUNT(N)
1	E-facilities/Sales	62,220,481.25
2	PRC Service Charge	4,100.00
	TOTAL	62,224,581.25
The sum of N12,344,764.00 was deducted as auto-deduction into CRF during the week		

FINANCIAL OUTFLOW

S/N	DESCRIPTION	PURPOSE	AMOUNT(N)
1	Staff Claims	Various	4,640,000.00
2	Agency Service	Agency	4,300,000.00
3	CBT Centres	Third Party Examination	315,000.00
4	Spectrum Engineering Ltd	Alteration and Remodeling at at Abuja PRC	9,368,974.42
5	Akinkaz Interbiz Ltd	Fencing/Retaining Wall ETC at Abeokuta PTC	5,893,666.05
6	Skyrule Travels Ltd	Flight Ticket	6,338,200.00
7	Remita	Financial Charges	44,849.00
	TOTAL		30,900,689.47

JAMB CELEBRATES STAFF BORN JANUARY 2ND – JANUARY 8TH 2023

2ND JANUARY

Moses Akaito
Ishaku Azi Musa
Muzzammil Muhammad Bello
Adenike Oluwaseun Owolabi
Abubakar S. Koko
Hassan Agwela

3RD JANUARY

Murtala Augie Umar
Ranti Julius Faniran

4TH JANUARY

Olorunyomi Emmanuel
Osamoto
Joshua Chizurum Egba
Timothy Jatau Ebuga

5TH JANUARY

Safiya Onize Musa
Waheed Yusuf
Isah Ibrahim Musa
Baba Wachiko Bala
Olayemi Babatunde Alabi

6TH JANUARY

Ojochide Ogu
Latifat Kikelomo Adelakun
Philomena Ngezelonye Asielue
Sanusi Mu'azu Atose

7TH JANUARY

Linda Chinwendu Agu

8TH JANUARY

Lawal Gusau Shehu

Happy Birthday





EDUCATION IN THE MEDIA

SUN NEWSPAPER MONDAY DECEMBER 26TH 2022 - NCCE Makes Digital Literacy Case For CoE Lecturers...Begins With Training Of 600: National Commission for Colleges of Education (NCCE) has made a case for improved digital literacy for lecturers in Colleges of Education (CoE) across the country, insisting that ICT has redefined education and other means of teaching and learning, hence the knowledge has become compulsory for all in order to remain relevant.

The Commission, however, announced that as part of first steps, it has commenced training of 600 lecturers selected from some CoEs on the new digital tools developed by NCCE for teaching and learning in CoEs. Minister of State for Education, Goodluck Opiah, who launched the new digital platform in Abuja, commended NCCE for such innovation which, he said, will prepare the CoE graduates to favourably compete in local and global spaces. He made reference to year 2020 when COVID-19 pandemic took the world by storm, resulting in lockdown and closure of schools and other public places, leaving only online engagements for communities, markets, schools, churches and other public places. He urged the NCCE to further extend the training to lecturers in all the CoEs in Nigeria, so they can prepare themselves and their students for any eventuality as was witnessed in 2020 when COVID-19 resulted in global lockdown. **Also available in DAILY TRUST NEWSPAPER THURSDAY DECEMBER 29TH 2022.**

PUNCH NEWSPAPER MONDAY DECEMBER 26TH 2022 - Stopping Polytechnics From Awarding Degrees Discriminatory – ASUP: The National President of the Academic Staff Union of Polytechnics (ASUP), Dr Anderson Ezeibe, has described the tertiary education system in Nigeria as one that cannot stand global competitiveness. Ezeibe, who spoke in an interview with our correspondent in Abuja recently, also faulted the decision of the Federal

Government to stop polytechnics from awarding degrees.

The ASUP president described the decision as discriminatory while adding that the carrying capacity of Nigerian universities is not enough for the number of degree-seeking candidates.

He said, "All over the world, institutions that meet the curriculum, manpower and infrastructural demands for the production of graduates are allowed to run such programmes, irrespective of the name of the institution; yet in Nigeria, our indolent officials continue to deploy retrogressive tools like these misplaced directives to under develop tertiary education in the country.

"The directives are discriminatory, as no one has asked universities that are currently awarding diplomas to stop. This unfortunate discriminatory disposition is consistent with the government's stance on nurturing the HND/degree dichotomy, which has left millions of young Nigerians depressed and with low self-esteem. This is unfortunate."

Ezeibe maintained that degree-awarding status was not and could not be the exclusive preserve of universities. He argued that the Nigerian university system could not cope with the surge of young Nigerians searching for degree certification, while the reverse was the case with the polytechnic system.

"If the polytechnics are granted degree-awarding status, the picture will be different, as the space and access will be enlarged to accommodate such Nigerians without sacrificing the niche of the polytechnics in the area of technological education."

THISDAY NEWSPAPER TUESDAY DECEMBER 27TH 2022 - UNILAG Don Recommends More Human Interaction Via Reading: A French and Francophone Studies Professor at the Department of European Languages and Integration Studies, University of Lagos (UNILAG), Victor Ariole, has called for a reengineering of the learning and

knowledge system to preserve human beings.

He said an emphasis on science and technology could overwhelm humans "and take over our humanities from us."

Ariole said this recently in Lagos at the launch of his four books 'When Women Take Over', 'Oyster in the Pandemic', 'Thoughts on Asserting Nigerianess Beyond Ethnicism', and a French Book, 'Les Femmes mo Pouvoir'.

According to him, humans should learn to connect with and understand one another through reading to prevent them from going extinct. He said reading wide also helps to fight depression and provides understanding of life's challenges and how to surmount them.

TRIBUNE NEWSPAPER WEDNESDAY DECEMBER 28TH 2022 - Grace College Of Education Partners Adekunle Ajasin University To Run Degree Awarding Courses: An Osogbo based private institution: "Grace College of Education" has been granted approval to run degree programmes in educational related courses.

The College of Education in an affiliation agreement entered into with Adekunle Ajasin University, Akungba Akoko, Ondo State, was permitted to run degree-awarding courses under the supervision of the University.

At the signing of the Memorandum of Understanding between the University and the College on Wednesday, December 21, 2022, in Akungba Akoko, the Vice Chancellor, Prof. Olugbenga Ige; said that with the agreement, students admitted by Grace College for degree programmes would become bonafide students of Adekunle Ajasin University and would have their certificates awarded by the University.

He also noted that admission, examination, marking and grading would be supervised by the University and warned the affiliated College not to go against the dictates of the agreement adding that the University would not

Contd in Pg 5

...Education in the Media

hesitate to terminate the affiliation in order to protect the hard-earned positive image that AAUA has attained.

The Vice Chancellor called on the Management of the College to shun acts that could cast doubt on the academic and moral integrity of the University and its certificates, even as he disclosed that periodic inspections would be paid to the College to ascertain its compliance with the terms of the agreements.

Speaking earlier, the University's Director of Institute of Education, Dr. Olusegun Owolewa, had explained that approval for the affiliation agreement was given by the University Senate following inspection visits to the College and a critical assessment of its teaching staff and learning aids.

In his remark, the Proprietor of Grace College of Education, Osogbo, Pastor Amos Adetunji, promised to abide by the terms of the agreements in order to grow the relationship between the two institutions.

He also expressed gratitude to the University Senate for approving the College's application for affiliation and vowed not to indulge in any act capable of jeopardizing the growing bilateral relationship between the College and the University.

PUNCH NEWSPAPER THURSDAY DECEMBER 29TH 2022 - NABTEB 2015 To 2021 Results Valid, Says Minister: The Minister of Education, Adamu Adamu, has said the National Business and Technical Examinations Board (NABTEB) General Certificate of Education Advanced Level results for 2015 to 2021 are valid.

Adamu noted that the results are not only valid but also usable for admission to tertiary institutions.

This information was contained in the JAMBulletin, the official bulletin of the Joint Admissions and Matriculation Board, Vol. 3, No. 7, dated December 19, 2022, where JAMB reminded all institutions that the results are valid and usable for admission.

With the approval, according to the information titled, "NABTEB GCE A'Level Results from 2015–2021 Acceptable to JAMB," candidates who had used the NABTEB GCE A'Level results from

2015–2021 to secure admission to higher institutions of learning are to continue with their studies as the certificates issued are valid.

The JAMB stated that the reminder is for the guidance of the relevant institutions and that a comprehensive list of such candidates is available for free verification with the Board.

Meanwhile, the Director of the Registrar's Office at NABTEB, Olugbenga Ojogbode, has urged all stakeholders, particularly NABTEB GCE A'Level certificate holders, to take advantage of this window of opportunity to make good use of their certificates. **Also available in SUN NEWSPAPER THURSDAY DECEMBER 29TH 2022, LEADERSHIP NEWSPAPER THURSDAY DECEMBER 29TH 2022 and NEW TELEGRAPH NEWSPAPER THURSDAY DECEMBER 29TH 2022.**

NATION NEWSPAPER THURSDAY DECEMBER 29TH 2022 - NBTE Okays New Courses For Polytechnic: The National Board For Technical Education (NBTE) has accredited six new National Diploma courses for Timeon Kairos Polytechnic, Lagos State.

The courses are Mass Communication, Science Laboratory Technology, Business Administration and Management, Public Administration, Banking and Finance, and Marketing.

This was contained in a statement signed by the founder of the institution, Rev. Titus Oyeyemi. He said the approval, contained in a letter signed by the Director of Polytechnic Programmes, NBTE, Ogoh Ngbede, and addressed to the Rector, Idowu John Ekundayo, was after a verification by a visitation panel.

Oyeyemi said the courses offered by the institution are now 17 and will go a long way in exposing students to new frontiers of knowledge as the school would continue on its mission to deliver world-class educational and vocational training services, using competent staff and modern facilities.

TRIBUNE NEWSPAPER THURSDAY DECEMBER 29TH 2022 - Babcock University Gives 80% Tuition Rebate To Students Who Lost Parents: Babcock University, Ilisan-Remo, Ogun State, says it has started giving out 80 percent rebate

on tuition fees to any of its students, who have lost their parents or any other person sponsoring their education in the university.

The President and Vice Chancellor of the university, Professor Tayo Ademola, gave the revelation in his remark at the end-of-the-year media parley with newsmen in Ilisan Remo, last week.

He said the aim of instituting the gesture is to ensure that no student's education is halted while in the university on the basis of losing his/her parents or sponsors.

He said the only condition that students in such situation would not enjoy the scholarship is if he/she is unable to provide verifiable claims, particularly the death certificate of the person concerned as indicated in the student's profile on admission into the school.

He said it is interesting to know that students in such situation would enjoy the scholarship scheme from any level they are until graduation, noting that some had already benefited from the scheme.

SATURDAY PUNCH, 31st DECEMBER 2022- Varsitys, Polys Dismiss, Suspend 25 Randy Profs, Others: No fewer than 28 lecturers in the nation's tertiary institutions have been indicted and dismissed over sexual misconduct in the past four years, analysis of media reports by *Saturday PUNCH* has revealed.

The issue of sexual harassment has been consistently recurring in the Nigerian higher educational institutions. According to a survey conducted by the World Bank in 2018, 70 per cent of female graduates from tertiary institutions in the country were sexually harassed in school, with the main perpetrators being classmates and lecturers.

Though the Senate had in 2021 passed a bill that randy lecturers should be subjected to 21 years imprisonment, but most of those indicted and found guilty after the bill was passed were simply sacked.

According to the reports compiled by *Saturday PUNCH*, Obafemi Awolowo University, Ile-Ife, topped the list of institutions with the highest number of lecturers indicted for sexual misconduct.



...Donors of Free UTME Application Documents to Contact JAMB

The Board, in a statement, said the directive became necessary following series of requests from corporate organisations and private individuals, who as part of their Corporate Social Responsibilities(CSR), had indicated interest in empowering indigent candidates to achieve their dreams of academic excellence in the nation's tertiary institutions.

According to the Board, such requests would, henceforth, be screened to

ascertain the merit of such offers as well as ensure that such gestures are not abused. The Board stated that the announcement became necessary to ensure that those with the above intention are well informed.

The statement added that such bulk purchases, if approved, would not attract any special favours or consideration to beneficiaries, as all the requirements for the sale of 2023 UTME and DE applications documents in Nigeria and

foreign countries would still have to be met.

The statement enjoined those interested in the bulk purchase of UTME/DE application documents to contact the Board on +2348027641663 or e-mail: fabbenjamin@gmail.com for further information.

YTSB COMMENDS JAMB FOR BOOK DONATIONS

The Joint Admissions and Board (JAMB) has been commended for its Corporate Social Responsibility (CSR) initiatives that have birthed the donations of reading texts to various schools across the nation.

This commendation was contained in a statement by the Yobe State Teaching Service Board (YTSB) stating that such gestures, would no doubt, enhance the reading culture and promote standard of education in the country.

It would be recalled that JAMB had donated one thousand, three hundred and seventy-seven (1,377) copies of reading texts to Federal and State

Government Secondary Schools in the State.

The books were received on behalf of the Permanent Secretary, Ministry of Education, by three Directors of the Ministry namely: the Directors in charge of Damaturu Zone, Hajiya Hauwa Salisu, Director in charge of Potiskum Zone, Hajiya Hauwa Yakubu and Director in charge of Gashua Zone, Alhaji Ahmed Dauso, for onward distribution to the public secondary schools across the State.

Speaking on behalf of the State Commissioner of Education, Hajiya Hauwa Salisu, expressed appreciation for

the kind gesture of the Board. She also commended the Board for its outstanding contributions to the development of the nation's education sector adding that the books would be put to judicious use.

The JAMB Yobe State Coordinator, Mallam Mohammed Suware, while presenting the reading texts said the gesture as initiated by the Board was meant to encourage and foster reading culture among public secondary school students. He pointed out that the reading of was one of the best ways to improve communication skills, vocabulary and students' overall performance.

CAREER ADVANCEMENT: JAMB DRIVERS/MOTOR MECHANICS SHINE AT NATIONAL TRAINING

The graduating Batch 35 of the Mechanical/Electrical Engineering School, Ibara, Abeokuta, Ogun State, has been admonished not to rest on their laurels but should strive to acquire more skills to attain even higher heights. This was contained in the address of the Principal of the school, Engr. Abayomi Victor Adara, during the Valedictory Ceremony for Batch 35 of the School, which held recently. Engr. Adara remarked that the graduating students had received requisite academic and moral training that would make them good ambassadors of the School. He also enjoined them to expect more responsibilities as the six months intensive training had qualified them for

immediate lateral conversion to the Works Superintendent Cadre.

He commended the "Governor of Batch 35", Mr. Joseph Olugbenga Adebayo, from JAMB, for his exceptional leadership qualities, which had contributed immensely to the smooth training of the Batch adding that the first set of four candidates from JAMB comprised responsible individuals.

In his remarks, the Registrar, Joint Admissions and Matriculation Board (JAMB), Prof. Is-haq Oloyede, represented by the Board's Ogun State Coordinator, Mr. Hakeem AbdulHameed, advised the graduating students to ensure that the training received permeated their lives and career. He also commended the

instructors immensely for their impactful instructions.

Mr. Olugbenga, during his valedictory speech thanked all the instructors, who had laboured day and night to bequeath a lasting legacy to the trainees. In the same vein, he expressed appreciation to the Registrar, for the opportunity for career advancement given to him and his colleagues courtesy of the training.

This first set of students from JAMB are: Mr. Joseph Olugbenga Adebayo, Mr. Bukar Babagana, Mr. Oguebe Innocent, and Mr. Suleiman Ajao Abdullahi. The trio of Mr. Olugbenga Adebayo, Mr. Bukar Babagana, and Mr. Suleiman Ajao Abdullahi made the Principal's Honours List of the School.



FEW FACTS ABOUT JAMB

- ❁ The Joint Admissions and Matriculation Board (JAMB) was established for the general control of the conduct of matriculation examinations for admissions into all universities, polytechnics, monotechnics, colleges of education and (recently added) Innovation Enterprise Institutes (IEIs).
- ❁ Section 5 (2) of the ACT establishing the Board provided as stated: For the avoidance of doubt, the Board shall be responsible for determining matriculation requirements and conducting examinations leading to undergraduate admissions and also for admissions to National Diploma and the Nigerian Certificate in Education courses, but shall not be responsible for examinations or any other selective process for postgraduate courses and any other courses offered by the tertiary institutions. In the implementation of this section, there is always a synergy with the National Universities Commission (NUC), the National Board for Technical Education (NBTE) and the National Commission for Colleges of Education (NCCE) with the endorsement of the National Council on Education (NCE).
- ❁ In exercising this power, the Board is always guided by admission guidelines approved by the Policy Meeting under the Chairmanship of the Hon. Minister of Education with all Heads of Tertiary Institutions and other stakeholders in attendance.
- ❁ Since the inception of the Interim Joint Matriculation Board Examination (IJMBE), JAMB appoints moderators for all its questions as well as the grading of candidates scores. It has always done this without failing to still accommodate 'HSC' within the current 6-3-3-4 system. The National Council on Education (NCE) guidelines for the Joint Universities Preliminary Examinations Board (JUPEB) also endorsed the practice for JUPEB.
- ❁ The Joint Admissions and Matriculation Board shall continue to operate within its laws.



JOINT ADMISSIONS AND MATRICULATION BOARD

National Headquarters Complex, Suleja Road, Bwari, P.M.B. 189, Garki, Abuja, Nigeria.

Tel: 08123658955, 08166335513 <http://www.jamb.gov.ng>, www.jamb.org.ng

PROF. IS-HAQ OLANREWAJU OLOYEDE, OFR, FNAL
Registrar/Chief Executive



OFFICE OF THE REGISTRAR

No: 2022ff06

14th November, 2022

ADVISORY FOR REGISTRARS OF TERTIARY INSTITUTIONS ON THE OPERATIONS OF THE CENTRAL ADMISSIONS PROCESSING SYSTEM (CAPS) AS A COMMUNICATION PLATFORM

This advisory is to guide all Registrars of Institutions on how to use the communication module on the Central Admissions Processing System (CAPS). The communication module was designed to enhance communication and information sharing between the Board and Registrars Institutions. Kindly follow the steps below to access and use the system:-

1. Website

1.1 Go to www.jamb.gov.ng, then click on "CAPS(Institution)" menu.

2. Login Screen

2.1 How To Login

- a. Enter Username
- b. Enter Password
- c. Click on the Login button to login.
- d. The username and password will be provided by JAMB upon request of your details.

3. Institution Registrar Dashboard

3.1 The Registrar's dashboard is made up of the following:-

- a. Total Candidates (Candidates who choose your institution as first choice)
- b. Total Quota (Available admission's quota for your institution)
- c. Total Quota Used (Quota used for admission)
- d. Quota Balance (Available quota for admissions)

4. Messaging

4.1. The messaging module allows the Registrars of institutions to compose/send as well as receive messages to the following users:-

- a. JAMB Registrar
- b. Director, Admissions (JAMB)
- c. The Desk Officer of the institution in JAMB

4.2. The Registrars of Institutions can view all the sent and received messages.

4.3. The Registrars of institutions can also view attachments to mails, if any.

5. Reports

The Registrar of an institution can view the following reports on CAPS:-

5.1 Candidates by Admission Status

This report allows you to view all candidates within your institution by Admission

Contd in Pg 10



status. The following admission status are available on CAPS;

- Not Admitted
- Proposed
- Recommended
- Approved
- Accepted

5.2 Candidates List by Programme

This report allows you to view candidates in your institution by programmes.

5.3 Advanced Candidate List

This report allows you to view candidates within your institution by a combination of two or more criteria, such as;

- Programme
- State of origin
- Local Government of origin
- Gender
- UTME score

Mohammed A. Babaji

Director, Admissions

For: Registrar



JOINT ADMISSIONS AND MATRICULATION BOARD

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PROF. IS-HAQ OLANREWAJU OLOYEDE, OFR, FNAL
Registrar/Chief Executive



OFFICE OF THE REGISTRAR

No: 2022ff07

14th November, 2022

The IBASS complementary platform described in this document has been created for stakeholders including Regulatory Bodies, Institution heads and Directors of Admission, JAMB Registrar and JAMB Administrators. The platform aims to automate the request, review, approval and publishing process for new Programs and Institutions.

A single, simple automated platform provides benefits including increased productivity, improve Audit readiness, decrease in errors, and an improved standardized overall process.

ADVISORY ON MANAGING PROGRAMMES AND INSTITUTIONS FOR REGULATORY BODIES

PROCEDURE FOR ADDING NEW INSTITUTIONS

1. The Regulatory Body Admin logs into the system and uses the New Institution form to upload a new Institution.
2. The form will prompt for the entry of all relevant institution details as well as approval/accreditation attachments.
3. Programmes offered at the new institution may also be uploaded during the creation process.
4. All new Institutions uploaded will automatically be forwarded to the JAMB Administrative team to review and publish into the system.

PROCEDURE FOR ADDING NEW OR DELISTING PROGRAMMES

1. For existing institutions, the Regulatory Body Admin would sign into the system, search for an Institution and use the corresponding New Programme form to upload a new Programme.
2. All new Programme uploads must be accompanied with a scan of the Letter or Approval.
3. Additionally, existing Programmes can be delisted from this system. This process also requires an Approval document to be submitted along with the request.
4. All Programme changes including new Programmes and delisting would be automatically forwarded to the JAMB Administrative team to review and publish.

Contd in Pg 13

5. Regulatory users are also able to approve Programme Delist requests from Institutions under regulation. The Institution would select a Programme for delisting and the request is automatically forwarded to the Regulator for approval. The Regulator would login and under a list of Pending Approvals would review an individual request and provide necessary approval. A request may also be declined, in which case the regulatory user is prompted for an explanation, which is included in the feedback to the Institution.

PROCEDURE FOR MANAGING OTHER REGULATORY USER ACCOUNTS

1. The Regulatory Body Admin logs into the system and reviews the list of Regulatory Body users within its purview. E.g. NBTE admin can only view other NBTE users. The Regulatory user with administrative privileges is able to create a new user account and restrict to certain Institution categories as required.
2. This process takes immediate effect and the newly created user is able to log into the system. Newly created users are STRONGLY advised to change their password immediately upon first login.

PROCEDURE FOR USING INTERNAL MAIL COMMUNICATION TOOL

1. The Regulatory Body Admin logs into the system and selects the Mail menu which displays the Inbox, showing new and existing messages.
2. The user selects the Compose Message form and indicates the recipients which include the following options:
3. All Institutions under regulation
 - a. Specific Institution(s)
 - b. JAMB
4. The user completes the intended message and may also include an attachment.
5. The message is immediately sent to the chosen recipients who are also notified of the new communication.

ADVISORY ON MANAGING PROGRAMMES FOR TERTIARY INSTITUTIONS

PROCEDURE FOR ADDING NEW PROGRAMMES

1. All New Programmes are uploaded by the Regulatory Body on behalf on the Institution.
2. The relevant teams from the Institution would provide all Programme details and additional information to their Regulator, and in turn the Regulatory user would proceed to upload the Programme details and approval letter attachment into the system.
3. Once the new Programme details are submitted, it is automatically forwarded to the JAMB Administrative team to review and publish into the system.

PROCEDURE FOR UPDATING ADMISSION REQUIREMENTS

1. The DAP user profile logs into the system to view all existing Programmes in their Institution and affiliated Institutions.

2. A Programme from the list is selected for modification. The DE Requirements, UTME Requirements or UTME Subjects may be edited and an additional note may be included to provide further clarity. All changes must be accompanied by an attachment showing the approval by the Institution's Senate/Governing Board.
3. The changes will be forwarded to the head of the institution (VC, Provost, Head, Rector) for Approval.
4. Once approved it will be forwarded to the JAMB Administrative team for final review and publishing.

PROCEDURE FOR DELISTING AN EXISTING PROGRAMME

1. The DAP user profile logs into the system and selects a specific Programme for delisting. All Delist requests must be accompanied by an attachment showing the approval by the Institution's Senate/Governing Board.
2. The request is automatically forwarded to the head of the institution (VC, Provost, Head, Rector) for Approval.
3. Once approved it will be forwarded to the relevant Regulatory Body (NUC or NCCE or NBTE) for review and approval. The request may also be declined in case there is an error and the Regulatory user is prompted to provide a reason for declining the request.
4. If Approved by the Regulatory body the request is automatically forwarded to JAMB Administrative team for publishing (Programme is removed from the system).

PROCEDURE FOR MANAGING INSTITUTION USER ACCOUNTS

1. The Institution head user logs into the system and reviews the list of users in the Institution. The list is strictly limited to the current Institution and no Institution can view or interact with users from another Institution. The user with administrative privileges is able to create a new user account and configure the rights and privileges as required.
2. This process takes immediate effect and the newly created user is able to log into the system. Newly created users are STRONGLY advised to change their password immediately upon first login.

PROCEDURE FOR USING INTERNAL MAIL COMMUNICATION TOOL

1. The Institution user logs into the system and selects the Mail menu which displays the Inbox, showing new and existing messages.
2. The user selects the Compose Message form and indicates the recipients which may include fellow users from the same Institution, their Regulating Body or JAMB.
3. The user completes the intended message and may also include an attachment.
4. The message is immediately sent to the chosen recipients who are also notified of the new communication.

ADVISORY ON REVIEWING NEW PROGRAMMES AND INSTITUTIONS FOR JAMB REGISTRAR

PROCEDURE FOR REVIEWING NEW PROGRAMMES AND INSTITUTION

1. All New Programmes are uploaded by the Regulatory Body on behalf on the Institution.
2. The JAMB Registrar logs into the system to view a list of pending reviews and requests of new Institutions and Programmes. Each request from the Regulatory Bodies may be reviewed individually and subsequently enabled for Publishing.
3. Once this action is complete the JAMB Administrative team would publish the requested update or changes into the system.

PROCEDURE FOR APPROVING ADMISSION REQUIREMENTS CHANGES

1. The JAMB Registrar logs into the system to view a list of pending Programme Admission Requirement changes that need approval.
2. Once an Admission Requirement Change is reviewed it may be enabled for Publishing.
3. Once this action is complete, the JAMB Administrative team would publish the requested update or changes into the system.

PROCEDURE FOR MANAGING SYSTEM USERS

1. The JAMB Registrar logs into the system and reviews the list of users in the system. The list is unrestricted and includes users across JAMB, all Institutions and all Regulatory bodies. The Registrar has administrative privileges to create a new user account in any category and configure the rights and privileges as required.
2. This process takes immediate effect and the newly created user is able to log into the system. Newly created users are STRONGLY advised to change their password immediately upon first login.

PROCEDURE FOR USING INTERNAL MAIL COMMUNICATION TOOL

1. The JAMB Registrar logs into the system and selects the Mail menu which displays the Inbox, showing new and existing messages.
2. The user selects the Compose Message form and indicates the recipients which include the following options:
 - a. All System Users
 - b. Specific Users
 - c. All Institutions
 - d. Specific Institution(s)
 - e. Regulators
 - f. JAMB Administrative Team
3. The user completes the intended message and may also include an attachment.
4. The message is immediately sent to the chosen recipients who are also notified of the new communication.

ADVISORY ON PUBLISHING NEW PROGRAMMES AND INSTITUTIONS FOR JAMB ADMINISTRATORS

PROCEDURE FOR PUBLISHING NEW PROGRAMMES AND INSTITUTION

1. JAMB Admin user logs into the system to view all New Programmes and Institutions that have been enabled for Publishing by the Registrar.
2. The JAMB Admin user may finalize the process by publishing the new information, which automatically reflects across the system.
3. Once this action is complete the initiating party (Regulatory body) is automatically notified.

PROCEDURE FOR PUBLISHING ADMISSION REQUIREMENTS CHANGES

1. The JAMB Admin user logs into the system to view a list of new Programme Admission Requirement changes that have been approved and enabled for publishing.
2. The change request is published and automatically reflects across the system.

PROCEDURE FOR MANAGING SYSTEM USERS

1. The JAMB Admin user logs into the system and reviews the list of users in the system. The list is unrestricted and includes users across all Institutions and all Regulatory bodies. The JAMB Admin may have administrative privileges to create a new user account in any category and configure the rights and privileges as required.
2. This process takes immediate effect and the newly created user is able to log into the system. Newly created users are STRONGLY advised to change their password immediately upon first login.

PROCEDURE FOR USING INTERNAL MAIL COMMUNICATION TOOL









3. The JAMB Admin user logs into the system and selects the Mail menu which displays the Inbox, showing new and existing messages.
4. The user selects the Compose Message form and indicates the recipients which include the following options:
 - a. All System Users
 - b. Specific Users
 - c. All Institutions
 - d. Specific Institution(s)
 - e. Regulators
 - f. Other JAMB Administrative Team members
 - g. Registrar
5. The user completes the intended message and may also include an attachment.
6. The message is immediately sent to the chosen recipients who are also notified of the new communication.

JOINT ADMISSIONS AND MATRICULATION BOARD

NATIONAL HEADQUARTERS, BWARI, ABUJA

ADVISORY ON PROCEDURE FOR PROCESSING OF INDEMNITY FORMS FOR AFFILIATED INSTITUTIONS

Please find below an updated procedure for processing of indemnity forms for affiliated institutions

-  Candidate goes to any JAMB office to complete his/her application and submit the form after completion online.
-  The candidate prints the completed application carrying the indemnity and submits the physical form to the Head of the affiliated institution for signature.
-  The Head of Affiliated-Institution proposes the candidate online to the Mother-Institution.
-  The Mother-Institution (wherever it is based) logs into the JAMB portal and recommends (or rejects) the candidate to JAMB State office (wherever the affiliated Institution is based) for approval processing.
-  The affiliated institution logs into JAMB portal, views recommended candidate(s) and submits the indemnified physical form of only recommended candidates by mother-institution to the State Coordinator of JAMB for upload of physical forms (forms of candidates not recommended online by mother-institution cannot be uploaded). **No submission by proxy.**
-  The physical form of recommended candidate(s) is/are uploaded from the State affiliated-institution JAMB Office to the Headquarters and made available on the efacility platform for processing.
-  If the application is approved/rejected, the candidate (and the two institutions can view it) is notified through his/her email.
-  The candidate can thereafter print his/her admission letter and access other services online from his/her profile.

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JOINT ADMISSIONS AND MATRICULATION BOARD










JOINT ADMISSIONS AND MATRICULATION BOARD

NATIONAL HEADQUARTERS, BWARI, ABUJA

ADVISORY ON PROCEDURE FOR PROCESSING OF (DEGREE) ADMISSION AFFILIATED-INSTITUTIONS

Please find below an updated procedure for processing of admission for affiliated institutions:

-  Head of the affiliated-institution logs into JAMB (CAPS) portal and download candidates for a particular programme;
-  The Head of the Affiliated-Institution (wherever it is based) logs into JAMB (CAPS) portal and set admissions criteria for every programme such as minimum scores for UTME, post UTME, aggregate, catchment and ELDS;
-  The Head of the affiliated institution proposes the qualified candidates for each programme on CAPS and it goes to the Head of the mother-institution;
-  The Head of the Mother-Institution (wherever it is based) logs into the JAMB (CAPS) portal and recommends the candidate to the Registrar of JAMB (or representative) for approval or decline the proposal with a reason for the rejection;
-  The Registrar of JAMB (or representative) approves the recommendation(s) from the Head of the Mother-Institution or decline the recommendation with a reason for the rejection;
-  If the recommendation is approved, the candidate is notified through his/her email and SMS to either accept or reject the offer of admission. The two institutions can log in and view the status of the recommended candidates;
-  If the candidate accepts the offer of admission, he/she can thereafter print his/her admission letter and access other services online from his/her profile.

NOTE: The Head of Affiliated-Institution has access to **VIEW ONLY** all recommendations by the Head of Mother-Institution

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NATIONAL HEADQUARTERS, BWARI, ABUJA

ADVISORY ON PROCEDURE FOR INTERNAL TRANSFER OF CANDIDATES FROM ONE PROGRAMME TO ANOTHER ON CAPS

-  The Head of Affiliated-Institution proposes to candidate on CAPS to move him/her to another programme;
-  Candidate accepts or rejects the proposal;
-  If the candidate accepts, his/her records moves to the new programme and the Head of the Affiliated-Institution proposes the candidate in the new programme to the Head of the Mother-Institution.
-  The Head of the Mother-Institution recommends the candidate(s) to the Registrar of JAMB for approval;
-  The Registrar of JAMB (or representative) approves the recommendation(s) from the Head of the Mother-Institution or decline the recommendation with a reason for the rejection;
-  If the recommendation is approved, the candidate is notified through his/her email and SMS to either accept or reject the offer of admission. The two institutions can log in and view the status of the recommended candidates;
-  If the candidate accepts the offer of admission, he/she can thereafter print his/her admission letter and access other services online from his/her profile

NOTE: The Head of Affiliated-Institution has access to **VIEW ONLY** all recommendations by the Head of Mother-Institution

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NATIONAL HEADQUARTERS, BWARI, ABUJA

ADVISORY ON EXTENDING THE SCOPE OF SERVICE FOR CBT CENTRES

Following persistent requests from CBT centres, the Board has approved that some services hitherto, restricted to JAMB Offices, be extended to other approved CBT centres.

2. These services being extended to the CBT centres are registrations for:
 - (i) **Part-time**
 - (ii) **NOUN**
 - (iii) **Sandwich**
 - (iv) **Distance Learning**
3. The following steps are to be followed by each centre while attending to these category of candidates:
 - a. First create a Profile for the candidate (note that profile creation is free);
 - b. Login to the Candidate's Profile on e-Facility;
 - c. Expand the "Other Registrations" Tab and select the appropriate registration for the candidate;
 - d. Follow the prompts to make the payment of N3,500 application fees online using the candidate's ATM card (do not collect any candidate's card details, let the candidate be the one to enter his/her card details);
 - e. After payment, the centre will proceed to register the candidate on the Registration App platform and print out the Registration Slip.
 - f. For DE candidates of 2017 onwards, after registration, only the Registration Slip is to be given to them as the candidate's registration information goes straight to CAPS;
 - g. For candidates of year 2016 and before, after registration, the centre is expected to give them both the Registration Slip and an Indemnity Form;
 - h. The service charge for this type of registration is N700 only and payable directly to the centre.
4. Do not write down or copy any vital data of the candidates such as card details, profile code, password etc.
5. Recall that like the UTME/DE, the template is to be uploaded while candidates are to go away with the original (hard copy) template.
6. CBT centres shall abide by the rules as severe sanctions would be meted out to infractors.

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JOINT ADMISSIONS AND MATRICULATION BOARD

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NATIONAL HEADQUARTERS, BWARI, ABUJA

ADVISORY TO INSTITUTIONS ON HOW TO HANDLE THE CONDONEMENT OF UNDISCLOSED ILLEGAL INSTITUTIONAL ADMISSIONS (CUIIA) (ADMISSIONS CONDUCTED OUTSIDE CAPS 2017-2020)

The Board introduced the **Central Admissions Processing System (CAPS)** in 2017 as the transparent platform for all admissions. Regrettably, some of the institutions continued to admit some, indeed large number of candidates (undisclosed to JAMB), thereby jeopardizing the interest of such candidates admitted through under-the table deals.

Recent events made the candidates protest the disadvantages of such non-disclosure and lack of formal recognition of their degrees. Such Institutions are now being compelled by necessity to confess their past deeds of undisclosed admission.

This Advisory is to guide the affected institutions on how the candidates can be rescued:

- i. The institutions should first and foremost declare the number of candidates admitted outside CAPS by sending a formal letter of confession and disclosure (LCD) to the Registrar of JAMB.
- ii. The letter of confession and disclosure should have the list of candidates attached. A copy of the letter and the list of candidates should be sent to JAMB state office where the institution is located. The list and total number of affected candidates for each year of admission should be clearly specified with the Programme (i.e Course of Study).
- iii. If the Board upon receiving the letter (and after due scrutiny and investigations) grants approval, the institution shall be contacted within 2 weeks of acknowledged receipt of the LCD.
- iv. The portal is then opened for the Institution to upload the list of candidates already submitted.
- v. The letter of approval from JAMB to the institution and the uploaded list shall contain the following:
 - the academic year for which the retroactive approval is granted;
 - total number of candidates, and
 - the period of grace (**not exceeding 60 days**) within which the affected candidates must complete the process of **Condonement of Undisclosed Illegal Institutional Admission (CUIIA)**. Only the candidates declared by the institutions are to visit JAMB office and complete the appropriate form online after paying the prescribed fee (i.e) the application fee of N4,000 only is paid by those without JAMB Registration number for the year and N5,000 penalty paid by every candidate involved.
- vi. The records of the candidates shall then be made available on CAPS after they have completed the online process.
- vii. The Admission Officer of the Institution shall retroactively propose formally the candidates to the Head of Institution who in turn shall recommend the candidates within the specified time.
- viii. The JAMB Desk officer too, shall retroactively approve the candidates on CAPS within the original list submitted by the institution. After approval, the previously illegal students will be able to print their JAMB admission letters from e-facility on JAMB Portal.
- ix. It should be noted that the admission letter would henceforth carry the date of the retroactive approval and not backdated to protect the Board's integrity of the data it might have provided before the condonement. The admission letter would also be named "**Retroactive Letter of Admission**" to reflect the correct history of the admission.
- x. Please **NOTE** that only candidates on the list declared by the institutions shall be attended to at the JAMB office. The Board shall not extend the period of grace granted to each institution. Any candidate that does not complete the process within the allotted (maximum two months) grace - period loses the remedial opportunity.

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JOINT ADMISSIONS AND MATRICULATION BOARD

ATTENTION!!!

Serialisation of guidelines for the 2022 admissions exercise continues.

Second series.

CESSATION OF ILLEGAL/IRREGULAR ADMISSIONS

- 🌐 All applications of admissions to **First Degree, National Diploma, National Innovation Diploma and the Nigeria Certificate in Education into Full-Time, Distance Learning, Part-Time, Outreach, Sandwich, etc.**, must be processed **ONLY** through the Joint Admissions and Matriculation Board (JAMB).
- 🌐 No Institution should advertise or sell “application forms” for admissions into the programmes. Institutions should advertise candidates to apply to them through Joint Admissions and Matriculation Board (JAMB). Duplication of application forms is **NOT** allowed.
- 🌐 Joint Admissions and Matriculation Board (JAMB) and the three (3) Regulatory Agencies (National Universities Commission (NUC), National Board for Technical Education (NBTE) and National Commission for Colleges of Education (NCCE) will ensure that all Tertiary Institutions comply with this policy directive. Other Professional Regulatory Agencies will also play a role in sanitizing the process.
- 🌐 The duration of all Non-Full Time Studies must be maintained as approved by the Regulatory Agencies. This is generally not less than one hundred and fifty percent (150%) of the equivalence of Full Time.

ADVERTORIALS

- 🌐 Institutions that desire to place advertisement can do so with the requirement that candidates who sat for the current **UTME** (or **DE** candidates) should change to their institutions as First (1st) Choice rather than requesting the candidates to purchase another application form or apply. This is to prevent the issue of double registration which is a violation of the mandate of JAMB.
- 🌐 It should be reiterated that no Institution should advertise or sell “application forms” for admissions into the programmes listed above. Institutions should advise candidates to apply to them through Joint Admissions and Matriculation Board (JAMB). Duplication of application forms is **NOT** allowed.