



**AFRICAN CENTER OF EXCELLENCE**  
**CENTRE FOR PUBLIC HEALTH AND TOXICOLOGICAL RESEARCH**  
**UNIVERSITY OF PORT HARCOURT**



**ACE PUTOR UNIPORT**

**Process of registration for 2020/2021 postgraduate students in the Centre**

The Centre offers one-stop registration which is handled by the Student's enrolment officer – Rossana (07035033658) and the Admin Officer – Mr. Confidence (07018285531) from **Monday 29<sup>th</sup> March 2020**

Admitted candidates are to come or send the following to [adminaceputor@uniport.edu.ng](mailto:adminaceputor@uniport.edu.ng) for this registration:

- a) Provisional Admission Letter from the Centre
- b) Completed Registration form
- c) Evidence of payment of acceptance fees of N100,000
- d) Evidence of payment of tuition (if applicable)
- e) Curriculum vitae (not exceeding 2 pages)
- f) 2 colored passport photographs (if not sent earlier)
- g) International passport data page (for regional students only)

1. Please ensure that all documents requested earlier including transcript and the three completed referee forms, are available in your file. You will be provided login details for the online induction modules by **Friday 9<sup>th</sup> April 2021**. You can contact the head of IT (Engr Daniel Ekpah – 08134967535;

[technicalaceputor@uniport.edu.ng](mailto:technicalaceputor@uniport.edu.ng)) if you didn't receive the login details or cannot access the module

**INSTRUCTIONS FOR PAYMENT OF FEES ON REMITA PLATFORM**

Step

1: <https://login.remita.net/remita/onepage/6181212871/service.spa>

Step 2: The description should be Application fee

Step 3: For GIFMIS CODE, type '1'

Step 4: Input the amount, which is N100,000

Step 5: The payer's name should be the student's name

Step 6: The student's active email should be imputed because the bill containing an RRR number will be sent to this email which will be used for payment. After payment, the receipt will also be sent to same email which should be submitted to the office or sent to us through our official email.

Step 7: Same email should be typed in again in the box for 'confirm email'

Step 8: Click the box beside 'I'm not a robot'

Step 9: Then, click on submit button

Step 10: Select a payment option (either to go to a bank branch or pay with credit/debit card)

Step 11: Click on print if you choose to go and make payment in a bank branch

**Email evidence of payment to**

[financeaceputor@uniport.edu.ng](mailto:financeaceputor@uniport.edu.ng) and

[adminaceputor@uniport.edu.ng](mailto:adminaceputor@uniport.edu.ng)

**Reach +2348068891060 for any difficulty with payments**

**Centre Registration**

After submission

- A file would be opened for all candidates that have met these requirements
- The student's enrolment officer will give every candidate the centre's handbook, logbook, internship handbook, session's timetable as well as login details to the Centre's online resources and learning management system. You can also be able to download some of these documents from the Centre's website – <http://www.aceputoruniport.edu.ng>
- Regional students should contact the student's enrolment officer and provide their travel itinerary for preparation for airport pick-up and hostel accommodation.
- Training commences **19<sup>th</sup> April 2021** with the online induction module
- Online orientation for all new student holds **Thursday 29<sup>th</sup> April 2021**