



BINYAMINU USMAN POLYTECHNIC, HADEJIA
P.M.B 013 HADEJIA, JIGAWA STATE

REGISTRATION GUIDELINES FOR 2016/2017 RETURNING STUDENTS

All newly returning students are required to carefully read the following instructions:

1. All returning students are to report to Bursary for collection of Bank Teller on presentation of dully authenticated ID Card.
2. Proceed to UBA Hadejia Branch for the payment of registration fees.
3. After successful payment of registration fees, return to the Bursary with the Bank Teller for collection of payment receipt.
4. Proceed to your Department for collection of verification slip (PIN NUMBER) on presentation of receipt dully signed by the Bursary.
5. Proceed to BUPOLY ICT Center or any internet café for online registration as follows:
 - Go to the Polytechnic website address www.bupoly.edu.ng (preferably using Firefox or Google chrome browsers for optimal performance).
 - Click on Registration Link.
 - Enter your Registration/Matric Number as your LOGIN ID
 - Enter “PASSWORD” as your default password (note that you are to change password upon first time login for confidentiality).
 - Fill in your Bio-data on your profile.
 - Upload a recent passport photograph.
 - Verify your fees payment using the verification slip (PIN NUMBER) obtained from your Departmental Registration Officer.
 - Register your course and print two (2) copies of the registration form and submit to the Departmental Registration Officer.