

# AUCHI POLYTECHNIC

## P.M.B. 13. AUCHI



### OFFICE OF THE REGISTRAR

#### 2017/2018 ADMISSION INTO NATIONAL DIPLOMA (ND) AND HIGHER NATIONAL DIPLOMA (HND) PROGRAMMES OF THE SCHOOL OF EVENING STUDIES

Applications are invited from suitably qualified candidates for admission into the School of Evening Studies (S.E.S.), Auchi Polytechnic, Auchi for the underlisted programmes beginning in the 2017/2018 Academic Session: (Note that possession of JAMB/UTME Result is a prerequisite for admission into all Programmes).

A. SCHOOL OF BUSINESS STUDIES			
S/N	DEPARTMENT	PROGRAMMES	ENTRY REQUIREMENTS:
1.	ACCOUNTANCY	National Diploma (ND) 3 Years (Evening Programme)	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, English Language and Economics.
2.	BANKING AND FINANCE		
3.	BUSINESS ADMINISTRATIO N & MANAGEMENT	Higher National Diploma (HND) 3 Years (Evening Programme)	National Diploma from any recognized accredited Polytechnic and Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, English Language and Economics.
4.	MARKETING		
5.	PUBLIC ADMINISTRATIO N		One (1) Year Industrial Training (I.T.) experience but Two (2) years I.T. for candidates with Pass Grade in National Diploma.
B. SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)			
1.	MASS COMMUNICATIO N	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Literature in English, Mathematics and English Language.
		Higher National Diploma (HND) 3 Years Evening Programme	National Diploma in Mass Communication from any recognized accredited Polytechnic and Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Literature in English, Mathematics and English Language.
		<b>-Print</b>	

		<b>-Broadcast</b>	One (1) Year Industrial Training (I.T) experience but Two (2) years I.T. for candidates with Pass Grade in National Diploma.
2.	<b>OFFICE TECHNOLOGY AND MANAGEMENT (OTM)</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include English Language and Mathematics.
		Higher National Diploma (HND) 3 Years Evening Programme	National Diploma in Office Technology & Management (Secretarial Administration) from any recognized accredited Polytechnic and Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include English Language and Mathematics.  One (1) Year Industrial Training (I.T) experience but Two (2) years I.T. for candidates with Pass Grade in National Diploma.
		NDII & ND Final (OTM) After CS IV	Same as requirements for ND and a minimum of Pass in Secretary Grade I Certificate Examination.
		CS IV 1 Year Evening Programme	Four (4) credit passes at one sitting which <b>MUST</b> include a Pass in English Language.
3.	<b>COMPUTER SCIENCE</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, Physics and English Language.
		Higher National Diploma (HND) 3 Years Evening Programme	National Diploma from any recognized accredited Polytechnic, with Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, Physics and English Language.  One (1) Year Industrial Training (I.T.) experience but Two (2) years I.T for candidates with Pass Grade in National Diploma.
4.	<b>STATISTICS</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, English Language, Biology and Economics.
		Higher National Diploma (HND) 3 Years Evening Programme	National Diploma in Statistics from any recognized accredited Polytechnic with five (5) credit passes at one sitting or six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, English Language, Biology and Economics  One (1) Year Industrial Training (I.T.) experience but

			Two (2) years (I.T.) for candidates with Pass Grade in National Diploma.
<b>C.</b>	<b>SCHOOL OF APPLIED SCIENCES AND TECHNOLOGY</b>		
1.	<b>SCIENCE LABORATORY TECHNOLOGY (SLT)</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include credit pass in the following: English Language, Mathematics, Biology, Chemistry and Physics.
		Higher National Diploma (HND) 3 Years Evening Programme	(i) <b>Chemistry/Biochemistry Option</b> (ii) <b>Biology /Microbiology Option</b> (iii) <b>Physics with Electronics Option</b> (iv) <b>Chemistry Option</b> (v) <b>Microbiology Option</b>  National Diploma in Science Laboratory Technology from any recognized accredited Polytechnic and Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include English Language, Mathematics, Biology, Chemistry and Physics.  One (1) Year Industrial Training (I. T.) experience but Two (2) Years I.T. for candidates with Pass Grade in National Diploma.
2	<b>FOOD TECHNOLOGY</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include credit pass in the following: English Language, Mathematics, Chemistry and Biology and/or Agricultural Science, one of Economics, Food and Nutrition or Physics. At least a pass in Physics is compulsory.
<b>D.</b>	<b>SCHOOL OF ENGINEERING TECHNOLOGY</b>		
1.	<b>CIVIL ENGINEERING TECHNOLOGY</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, English Language, Physics, Chemistry, Economics and any other subject from the Sciences.
2.	<b>MECHANICAL ENGINEERING TECHNOLOGY</b>	Higher National Diploma (HND) 3 Years Evening Programme  * <b>Power Option</b>  * <b>Manufacturing Option</b>	National Diploma from Engineering Technology in the preferred programme from any recognized accredited Polytechnic and Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, English Language, Physics, Chemistry and any other Subject from the Sciences.

3.	<b>ELECTRICAL/ ELECTRONICS ENGINEERING TECHNOLOGY</b>	<b>* Power &amp; Machines Option</b> <b>*Electronics/ Telecommunication Option</b>	One (1) year Industrial Training (I.T.) experience but Two (2) years I.T. for candidates with Pass Grade in National Diploma.
4.	<b>CHEMICAL ENGINEERING TECHNOLOGY</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, English Language, Physics, Chemistry, Economics and any other subject from the Sciences.
5.	<b>MINERALS &amp; PETROLEUM RESOURCES ENGINEERING TECHNOLOGY</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE or NABTEB, which <b>MUST</b> include Mathematics, English Language, Physics, Chemistry, Economics and any other subject from the Sciences.
<b>E.</b>	<b>SCHOOL OF ENVIRONMENTAL STUDIES</b>		
1.	<b>ESTATE MANAGEMENT &amp; VALUATION</b>	National Diploma (ND) 3 Years Evening Programme	Five (5) credit passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, English Language, Economics and a basic Science subject.
		Higher National Diploma (HND) 3 Years Evening Programme	National Diploma in Estate Management from any recognized accredited Polytechnic with Five (5) credits passes at one sitting or Six (6) credit passes at two sittings in SSCE, NECO, GCE, or NABTEB, which <b>MUST</b> include Mathematics, Economics, English Language and a basic Science subject.  One (1) Year Industrial Training (I.T) experience but Two (2) years I.T for candidates with Pass Grade in National Diploma.

**NB: Students who, on verification at any level, are found to fall short of the Polytechnic's minimum requirements for admission will be withdrawn.**

### **METHOD OF APPLICATION**

Application forms will be completed online via the Polytechnic website [www.auchipoly.edu.ng](http://www.auchipoly.edu.ng) (All applicants are required to pay a non-refundable application and screening fee of **Fourteen thousand, seven hundred (₦14,700.00)** Naira only made payable through the following Banks nationwide in favour of Auchi Polytechnic Treasury Single Account (TSA).

Eco Bank of Nigeria PLC

Skye Bank

United Bank for Africa (UBA) PLC

## **RETURN OF COMPLETED APPLICATION FORMS**

All applicants are expected to complete application forms and submit online.

Thereafter, follow the links on the portal to print:

- (1) A copy of the Acknowledgement Slip. This will be presented at screening venue before an applicant is screened.
- (2) Two copies of the application form.
- (3) Two photocopies of e-receipt and Bank tellers.

The forms, accompanied with two (2) sets of photocopies of credentials; and two (2) recent passport-sized photographs should be enclosed in an envelope. Then, bring the envelope with you to the Polytechnic during the screening Exercise. Closing date is **ONE MONTH** from the date of this Advertisement.

## **PROCEDURE FOR USING AUCHI POLYTECHNIC ONLINE APPLICATION ADMISSIONS PLATFORM**

Read and follow the steps below carefully.

- Open your web browser and type in Auchi Polytechnic URL: [www.auchipoly.edu.ng](http://www.auchipoly.edu.ng). to display the Auchi Polytechnic web page. Select the desired portal (morning, evening or degree).
- Click on the link. Apply for 2017/2018 Auchi Polytechnic ND or HND as it applies to you.
- The application form request will display.
- Carefully complete the application form request. Ensure that you provide all required information correctly.
- **NOTE:** provide a username, (Preferably your phone number) and a password. Write your username and password in a safe place because you will need them for subsequent logins. Then click **Generate Remita Payment Reference**.
- Take the generated REMITA PAYMENT REFERENCE (RRR) to the designated bank and request that your payment be processed on the REMITA platform. You can also make payments on any REMITA approved payment channels. Allow a couple of hours for your payment to be processed before returning to the portal to continue with your application. Login with your username and password.
- Click on **Continue With My Application Form**.
- Complete the application form carefully. Ensure that you provide required information correctly as false information may disqualify your application. Upload your passport photograph as well as the required scanned copies of your credentials.
- Print a copy of the Acknowledgement slip and two copies of the application form.

- Enclose two (2) sets of photocopies of your credentials; e-receipt of remita payment, birth certificate and two (2) recent passport-sized photographs to the forms in an envelope. Then bring the envelope with you to the Polytechnic on the yet to be announced date for a physical screening exercise.

**Note:** *Any payment procedure generated and processed on any other platform for the purpose of admission is invalid. All payment procedure must originate from the Auchipoly EduPortal, the Portal is already integrated with the Remita payment platform.*

If you have any difficulty in completing the application form, please call or send text to the GSM number **08182284195** or e-mail [missupport2@auchipoly.edu.ng](mailto:missupport2@auchipoly.edu.ng) (between **9.a.m. and 4p.m.** week days only)

**Signed**  
**G. O. Eboreime Esq.**  
**Ag. Registrar**