

## **ADMISSION REQUIREMENTS:**

**Please visit the HRDC portal and click on the programme of your choice for details of the admission requirements.**

## **APPLICATION FEE AND METHOD OF APPLICATION:**

- i. Applicants are expected to visit the HRDC portal <http://hrdc.unilag.edu.ng> to fill the pre-application form. (Content of the pre-application form include Surname, First Name, Middle name, E-mail address and Mobile number). Upon successful completion of the pre-application form, the applicant will be issued a “**Payment Reference Number**” which should be printed out.
- ii. Applicants should take their print out containing the payment reference number to any of the designated banks (Eco bank, Access Bank, First Bank, UBA, GTB and Wema Bank) on UNILAG, Akoka campus to make payment of **₦7, 500**.
- iii. After payment, applicants should return to HRDC portal, click the application form link, login with the payment Reference Number and the Surname (in lower case and strictly as provided in the pre-application form) as password to access the application form.

### **Kindly note the following:**

- i. Only application payments that the bank has confirmed will have access to the application form. Applicants who experience challenges may return to the bank where payment was made to request that their payment be posted. (Notification of payment receipt shall be sent to the e-mail addresses of applicants who have paid).
- ii. The password will be as provided in the Surname field in lower case; errors in filling of surname must therefore be reflected in the password used.
- iii. If payment is not made five (5) days after obtaining Payment Reference Number (voucher); the pre-application would be **DECLINED**. Applicants will then be expected to refill the pre-application form to obtain a new **Payment Reference Number (voucher)**.

After completion of application form, click submit and also submit printed copies at the HRDC Secretariat not later than twelve weeks from the date of this advert with the following documents:

- Original printout and a photocopy
- Two (2) photocopies of Birth Certificate and credentials
- Two (2) photocopies of Reference Number printout
- Original and a photocopy of N7, 500.00 teller.

**ADMISSION LETTERS:** Admission letters for shortlisted candidates are to be printed online. Please note that letters of Admission will not be posted to individual candidates.

**FOR FURTHER ENQUIRIES, PLEASE CONTACT**

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**Oladejo Azeez, Esq.**  
Registrar and Secretary to Council