


FEDERAL UNIVERSITY OYE-EKITI (FOUYE)
2026/2027 UNIVERSITY PRE-ADMISSION SCREENING EXERCISE
(UPASE) — STEP-BY-STEP APPLICATION GUIDE FOR CANDIDATES

This guide provides clear, step-by-step instructions to help candidates successfully complete the FOUYE 2026/2027 University Pre-Admission Screening Exercise (UPASE). Please read each section carefully before proceeding.



SECTION 1: ACCESSING THE UPASE PORTAL

Candidates are required to access the FOUYE 2026/2027 University Admission Screening Exercise (UPASE) PORTAL  [Link below](#)

1	Navigate to the UPASE Page Locate and click on the UPASE application link  Link below
2	Check Requirements & Cut-Off Marks Click on 'View O'Level/UTME Requirements and Cut-Off Marks' at the top-right corner of the page. This allows you to review the screening requirements and minimum cut-off marks for all available programmes before proceeding.
3	Log In to the Portal After reviewing the requirements, log in using: your JAMB Registration Number (e.g., 202600000000AA) as your username, and any one of your registered names as your password.
4	Proceed as a New or Existing Candidate Click 'Continue to Application' to proceed, whether you are a new or returning candidate.

IMPORTANT NOTICE FOR CANDIDATES WHO CHANGED INSTITUTION

Candidates who have recently changed their institution of choice on JAMB should contact the FOUYE Admissions Call Centre or wait 3–4 working days for their details to be updated and made available on the portal before attempting to log in.

SECTION 2: UPDATING YOUR PERSONAL DETAILS

Once your details have been verified and authenticated by the portal, you will be directed to the next page. On this page, you are required to:

- Provide your valid Email Address
- Enter your active Phone Number
- Provide your current Contact Address

Ensure all information provided is accurate and up-to-date, as this will be used for all official communications related to your application.

:SECTION 3: VERIFYING YOUR JAMB REQUIREMENTS

Before proceeding to payment, candidates are advised to carefully check and confirm the following on the portal:

Mustafajoel Maikudi [20260000000AA]
MODE / SCORE: UTME / 342 []

CLICK THE PAYMENT LINK TO PAY YOUR SCREENING FEE BEFORE CONTINUING!
Application Status: Not Completed!

JAMB CANDIDATES Data

JAMB CHOICE: **Mechatronics Engineering** CANDIDATE CHOICE: **Mechatronics Engineering**

English	71	Mathematics	85
Physics	95	Chemistry	91
Total Score:		342	

Department: Mechatronics Engineering
Candidate Subjects: MATHEMATICS, PHYSICS, CHEMISTRY
Total Score: 342
✓ CANDIDATE MEET THE REQUIREMENTS

Photo Passport and Credentials

Upload your credential for admission and photo passport by clicking on the red button below:
Note: Refresh your browser or press F5 function key on the keyboard to see recent upload.

Upload Credentials

Document Mode: UTME

#	Doc	Action
1	Required: Olevel_1st	
2	Optional: Olevel_2nd	
3	Required: photo passport	
4	Required: Birth Certificate	
5	Optional: Olevel_2nd	
6	Required: JAMB Result	

Total Pending Document(s) Required: 4

Academic Data

1. First Sitting details *

-- Select Exam Type --
Enter Exam Number here
mm/dd/yyyy

2. Second Sitting details

-- Select Exam Type --
Enter Exam Number here
mm/dd/yyyy

Mathematics* -- Select Grade --

English* -- Select Grade --

-- Select Subject 3 -- -- Select Grade --

-- Select Subject 4 -- -- Select Grade --

-- Select Subject 5 -- -- Select Grade --

-- Select Subject 6 -- -- Select Grade --

UTME CORE SUBJECTS:
 Mathematics, Chemistry, Physics,
UTME OPTIONS:

Candidate Data

Email*
mustafa_2026_testing@gmail.com

Phone Number*
08030000000

Contact Address (20 chars min, 100 max)*
Lorem Ipsum is simply dummy text of the printing and typesetting industry.

Log out

#	Requirement to Check	Why It Matters
1	JAMB Subjects	Ensure the subjects registered in your JAMB profile align with the requirements for your chosen programme.
2	JAMB Score	Confirm that your score meets or exceeds the minimum cut-off mark for your programme.
3	UTME Core Subject Requirements	Your chosen programme may require specific UTME core subjects. Confirm these are in order.
4	Optional Subject Requirements	Some programmes require an optional subject. Verify that yours qualifies.
5	O'Level Requirements	Ensure your O'Level results meet the required grade and subject combinations for your chosen programme.

⚠ IF YOU DO NOT MEET THE REQUIREMENTS

Candidates who do NOT meet the requirements for their chosen programme are advised to browse the list of available programmes and select a suitable alternative from the suggestions provided on the portal. However, all remaining registration steps must be completed only AFTER successful payment of the applicable screening fee.



:SECTION 4: SCREENING FEE PAYMENT

A. Fee Summary

Fee Type	Amount	Who Pays?
UTME/DE Screening Fee	₦2,000	All Candidates
Change of Programme (COP) Fee	₦2,500	Changing Programme Only

JAMB CANDIDATE

- Payment
- Log out

Mustafajael Maikudi [202600000000AA]

MODE / SCORE: UTME / 342 []

CLICK THE PAYMENT LINK TO PAY YOUR SCREENING FEE BEFORE CONTINUING!

Application Status: Not Completed !

JAMB CANDIDATES Data

JAMB CHOICE: CANDIDATE CHOICE:

Mechatronics Engineering

English	71	Mathematics	85
Physics	95	Chemistry	91
Total Score:		342	

Department: Mechatronics Engineering

Candidate Subjects: MATHEMATICS, PHYSICS,

Academic Data

1. First Sitting details *

-- Select Exam Type --

Enter Exam Number here

mm/dd/yyyy

2. Second Sitting details

-- Select Exam Type --

Enter Exam Number here

mm/dd/yyyy

Mathematics* -- Select v

English* -- Select v

Candidate Data

Email*

mustafa_2026_testing@gmail.

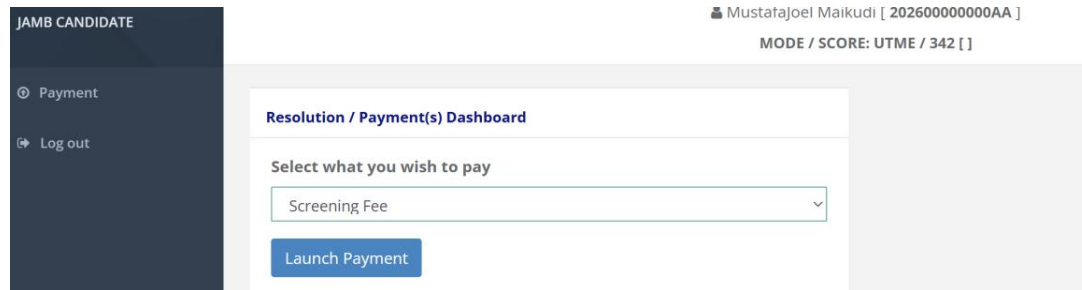
Phone Number*

080300000000

Contact Address (20 chars min, 100 max)*

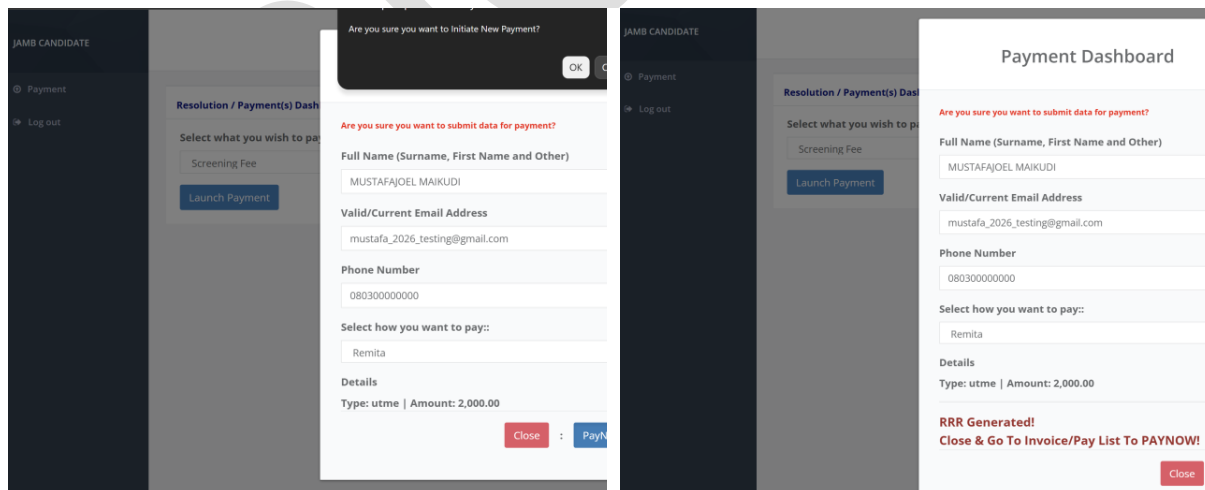
Lorem Ipsum is simply dummy text of the printing

Log out



B. How to Make Payment

- 1 Access the Payment Section**
 Click on the Payment Link located on the LEFT SIDE of the portal dashboard.
- 2 Generate Your RRR**
 Click the 'Pay Now' button to generate your Remita Retrieval Reference (RRR) number. Once generated, note it down, then close the dialogue and continue.
- 3 Launch Remita Payment Gateway**
 Click the 'REQUERY / Pay Now' button to launch the Remita Payment Gateway.
- 4 Complete Payment on Remita**
 Follow the on-screen prompts on the Remita interface to complete your payment. Multiple payment methods are available for your convenience (card, internet banking, USSD, etc.).
- 5 Confirm Successful Payment**
 After payment, you will receive a confirmation. Print your receipt for your records.



“Click on the ‘Pay Now’ button to generate the RRR for payment.”

“RRR has been generated successfully. Click ‘Close’ to continue with payment.”

“To proceed with the payment, click the ‘Requery/Pay Now’ button to launch the REMITA payment gateway.”

Resolution / Payment(s) Dashboard

S/N	Item	Payment ID	Details	
1	utme	UTME144021780295542 291471919983	2,000 N/A	REQUERY / PAY NOW : Delete



LAUNCHING REMITA GATEWAY (Follow the payment step)

REMITA INTERFACE

AVAILABLE PAYMENT FOR CONVENIENCE

SELECT A PAYMENT OPTION

- Card ✔
- Bank Transfer
- USSD
- eNaira
- Bank Branch
- Remita
- Wallet
- Phone Number
- Internet Banking
- Bank Account

****AFTER SUCCESSFUL PAYMENT****

After successful payment, you can print your receipt and then click on the ****Candidate Data Link**** beside it to continue with your application.

Note: Candidates who fall under the category of those changing their course will be redirected back to the payment link to pay ₦2,500 before they can continue the application. The same payment procedure applies for Change of Course. You are required to select ****Change of Course**** from the “Wish to Pay” dropdown to complete the payment process.

JAMB CANDIDATE Mustafajoe! Maikudi [202600000000AA
MODE / SCORE: UTME / 342 []

Resolution / Payment(s) Dashboard

PAYMENT WAS SUCCESSFUL FOR UTME/DE SCREENING ONLY

After making the screening payment, candidates should click the "Candidate Data" link on the right pane to upload their passport photograph and credentials, and complete their academic records. Thereafter, click the "Submit for Screening" button and print the completed form using the link on the right pane.

S/N	Item	Payment ID	Details
1	utme	UTME144021780295542 291471919983	2,000 01 Jun 2026

PRINT RECEIPT

📌 CHANGE OF COURSE (COC) — ADDITIONAL PAYMENT

Candidates who are changing their programme (Change of Course — COC) will be redirected back to the payment link to pay the additional ₦2,500 COC fee. On the 'Wish to Pay' dropdown menu, ensure you select 'Change of Course' to initiate the correct payment. The same Remita payment procedure applies.

:SECTION 5: COMPLETING YOUR APPLICATION**A. Requirement Check**

After payment, the portal will automatically verify whether you meet the admission requirements for your chosen programme. The outcome will be one of the following:

✅ ELIGIBLE

This candidate meets the JAMB core requirements and is eligible to proceed with the application process.

❌ NOT ELIGIBLE

This candidate does not meet the admission requirements and must change to a suitable programme. Payment for Change of Course (COC) must be made before the application can continue.

JAMB CANDIDATES Data

JAMB CHOICE: Mechatronics Engineering

CANDIDATE CHOICE: Mechatronics Engineering

English	71	Mathematics	85
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Total Score:		342	

Department: Mechatronics Engineering
Candidate Subjects: MATHEMATICS, PHYSICS, CHEMISTRY
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✓ CANDIDATE MEET THE REQUIREMENTS

JAMB CANDIDATES Data

JAMB CHOICE: Mechatronics Engineering

CANDIDATE CHOICE: Mechatronics Engineering

English	71	Mathematics	85
Biology	95	Chemistry	91
Total Score:		342	

Department: Mechatronics Engineering
Candidate Subjects: MATHEMATICS, BIOLOGY, CHEMISTRY
Total Score: 342

X CANDIDATE DOES NOT MEET THE REQUIREMENTS

Change of Course Fee Required
Your selected course does not match your JAMB course choice. Please pay the Change of Course fee before proceeding.

[Click here to go to the payment dashboard](#)

Reason(s):

- Required core subject(s): MATHEMATICS, CHEMISTRY, PHYSICS
- Missing core subject(s): PHYSICS

Suggested Alternative Programmes:

-- Select Programme -- ← PICK

Department: Mechatronics Engineering
Candidate Subjects: MATHEMATICS, BIOLOGY, CHEMISTRY
Total Score: 342

X CANDIDATE DOES NOT MEET THE REQUIREMENTS

Change of Course Fee Required
Your selected course does not match your JAMB course choice. Please pay the Change of Course fee before proceeding.

[Click here to go to the payment dashboard](#)

Reason(s):

- Required core subject(s): MATHEMATICS, CHEMISTRY, PHYSICS
- Missing core subject(s): PHYSICS

Suggested Alternative Programmes:

Geology (Cut-off: 150)

Enter Exam Number here
mm/dd/yyyy

Mathematics* -- Select Grade --

English* -- Select Grade --

Biology -- Select Grade --

-- Select Subject 4 -- -- Select Grade --

-- Select Subject 5 -- -- Select Grade --

-- Select Subject 6 -- -- Select Grade --

UTME CORE SUBJECTS:
Chemistry, Physics, Mathematics, Biology

O'LEVEL RQ

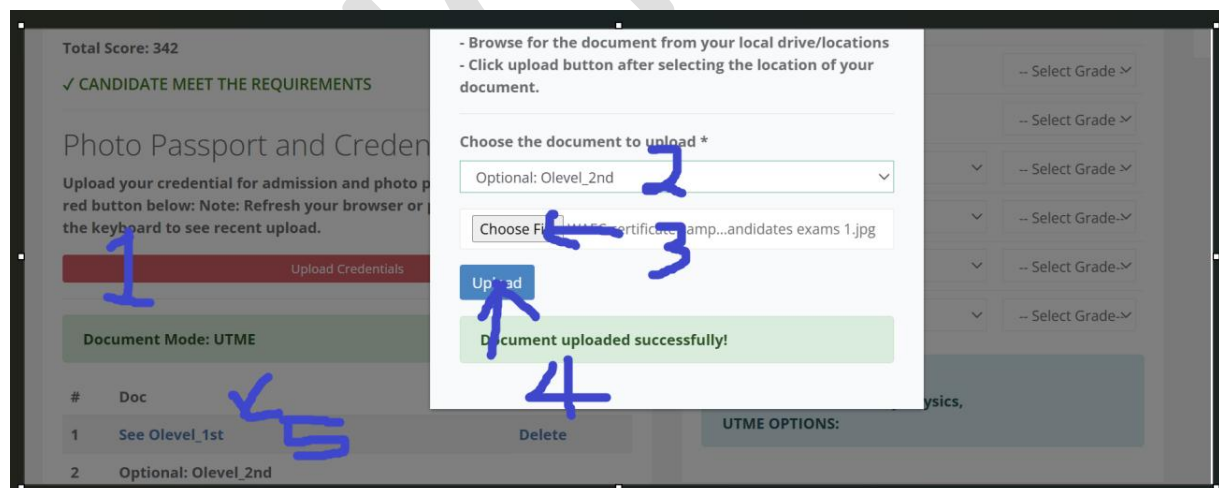
NOTE ON CHANGE OF COURSE (COC)

Candidates are strongly advised to consider their O'Level subject combinations and grades when selecting a Change of Course (COC). It is your responsibility to ensure that the new programme chosen is compatible with your qualifications before proceeding.

B. Uploading Required Documents

After your eligibility has been confirmed, you are required to upload the necessary supporting documents. Please follow the steps below carefully:

- 1 Scan and Save Your Documents**
 Ensure all required documents are properly scanned and saved on your computer or a USB flash drive before starting the upload process.
- 2 Click 'Upload Documents'**
 On the application page, locate and click the 'UPLOAD DOCUMENTS' button.
- 3 Select the Document Title**
 From the dropdown or list provided, carefully select the correct title/category for the document you are about to upload (e.g., O'Level Certificate, Birth Certificate, etc.).
- 4 Choose the File**
 Click to browse and select the appropriate file from your local storage.
- 5 Upload the File**
 Click the blue 'Upload' button and wait for the system to confirm that the file has been uploaded successfully. Do not navigate away from the page until the upload is complete.
- 6 Repeat for All Documents**
 Repeat Steps 2–5 for every required document until all uploads are completed.



DOCUMENT UPLOAD TIPS

Ensure all documents are clear, legible, and saved in an accepted file format (PDF or JPEG is recommended) before uploading. Blurry or incomplete documents may delay or disqualify your application.

:SECTION 6: FINAL STAGE — SUBMISSION

After successfully uploading all required documents, you will reach the final stage of the application. At this stage:

- Carefully review all the information you have entered to ensure accuracy.
- Submit your application by following the on-screen instructions on the portal.
- Print or save a copy of your application summary as proof of completion.

Academic Data

1. First Sitting details *

WAEC

300000

06/01/2026

2. Second Sitting details

-- Select Exam Type --

Enter Exam Number here

mm/dd/yyyy

Mathematics*

A1

English*

A1

Chemistry A3

Physics C6

Biology B3

Agricultural Science B2

UTME CORE SUBJECTS:

Mathematics, Chemistry, Physics,

UTME OPTIONS:

Candidate Data

Email*

mustafa_2026_testing@gmail.com

Phone Number*

080300000000

Contact Address (20 chars min, 100 max)*

Lorem Ipsum is simply dummy text of the printing and typesetting industry.

Please confirm all your entries before clicking on the Submit button

[Submit for Screening](#)

[Log out](#)

www.upaseportal.com says

FINAL CONFIRMATION

You are about to submit your application.

Ensure ALL information is correct.
False information may lead to **DISQUALIFICATION**.

Click OK to submit or **CANCEL** to review again.

**ONLINE SCREENING SUBM
STATUS**

YOU HAVE SUBMITTED YOUR DOCUMENTS
SCREENING/CLEARANCE!

0 Day(s) 0 Hr(s) / On-Queue
Date: 01 Jun, 2026 08:35:05 am

Candidates are advised to regularly check the status of their application, as NO official communication will be sent via email and/or SMS to confirm updates.

Depending on the application status, if all uploaded documents are correct, clear, and meet the required cut-off marks and admission requirements, the application will be marked as “**CLEARED**”. If otherwise, it will be marked as “**REJECTED**” with reasons provided, and candidates may be given an opportunity to correct and resubmit their documents.

An application may also be **DISQUALIFIED** if the candidate fails to meet the requirements, submits forged or falsified results, or is found to have provided any fraudulent information.

Note: Clearance does not guarantee admission.

Final Stage of Exercise (Proposed Stage)

At this stage, the application status will change to “**PROPOSED**” when the candidate is being considered for admission through JAMB and acceptance processing.

We wish all candidates the best in their 2026/2027 admission exercise.

For enquiries, please contact the FOUYE Admissions Call Centre.



Post-UTME Screening PORTAL Link below

<https://putme.fuoye.edu.ng/utme>