

FOUNTAIN UNIVERSITY, OSOGBO

P.M.B.4491, OSOGBO, OSUN STATE.

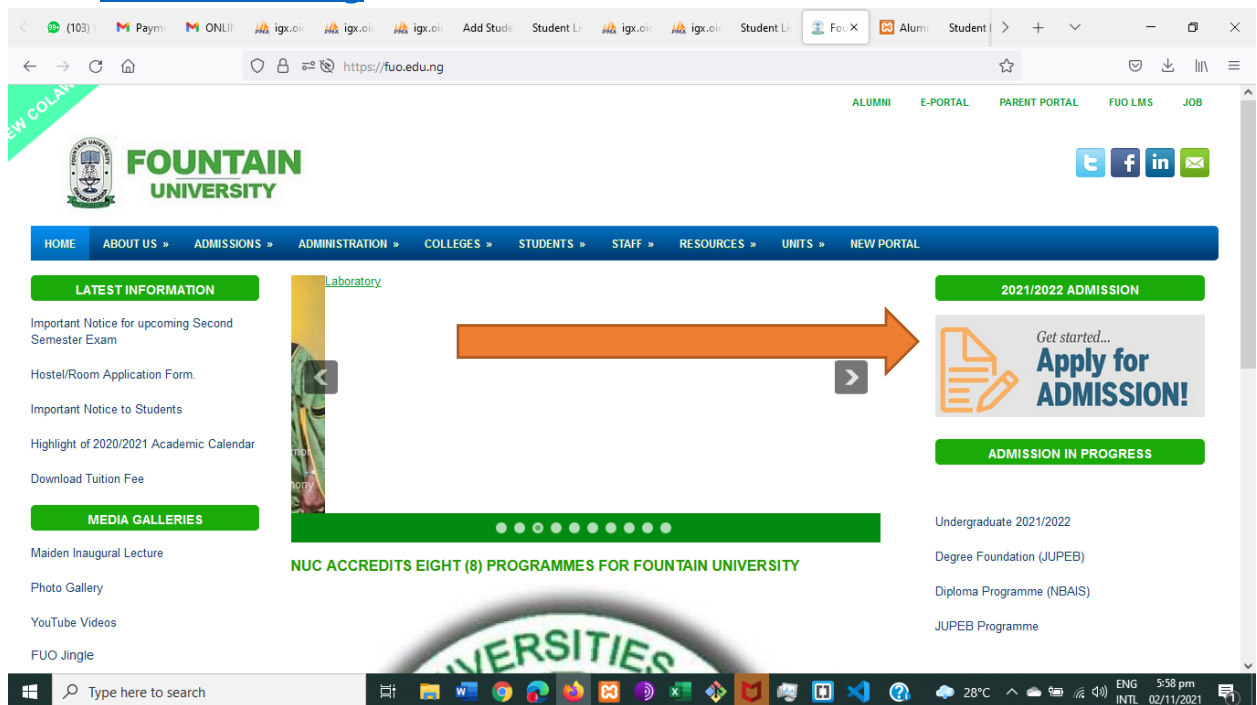
www.fuo.edu.ng



UNIVERSITY REGISTRATION STEPS

ADMISSION PROCESS

1. Visit www.fuo.edu.ng and click on APPLY FOR ADMISSION



2. Create account by clicking NEW APPLICATION

ADMISSIONS PORTAL

HOME WEBSITE SESSION QUICK CONTACT REQUIREMENT

NEW APPLICATION

EXISTING APPLICANT

LOGIN IN TO CONTINUE YOUR APPLICATION

Applicant's ID: (You can check your APPLICATION NUMBER in your INBOX (or SPAM Mail) if you've registered before)

e.g FUO000000

Email:

e.g. akinlabikabeer@gmail.com

LOGIN

CLICK HERE TO CREATE ACCOUNT

https://newportal.fuo.edu.ng/admission-portal/preregister.php

3. Fill appropriately

ADMISSIONS PORTAL

HOME WEBSITE SESSION QUICK CONTACT REQUIREMENT

NEW APPLICATION

PRE-REGISTRATION

Surname:

Surname e.g Akinlabi

Firstname:

Firstname e.g Abdulkabeer

Middlename: leave blank if you do not have a middle name

Middlename e.g Abdulkabeer

Phone Number: Use this format 07012345678

07012345678

Email:

Please use a valid email as your application number would be sent there.

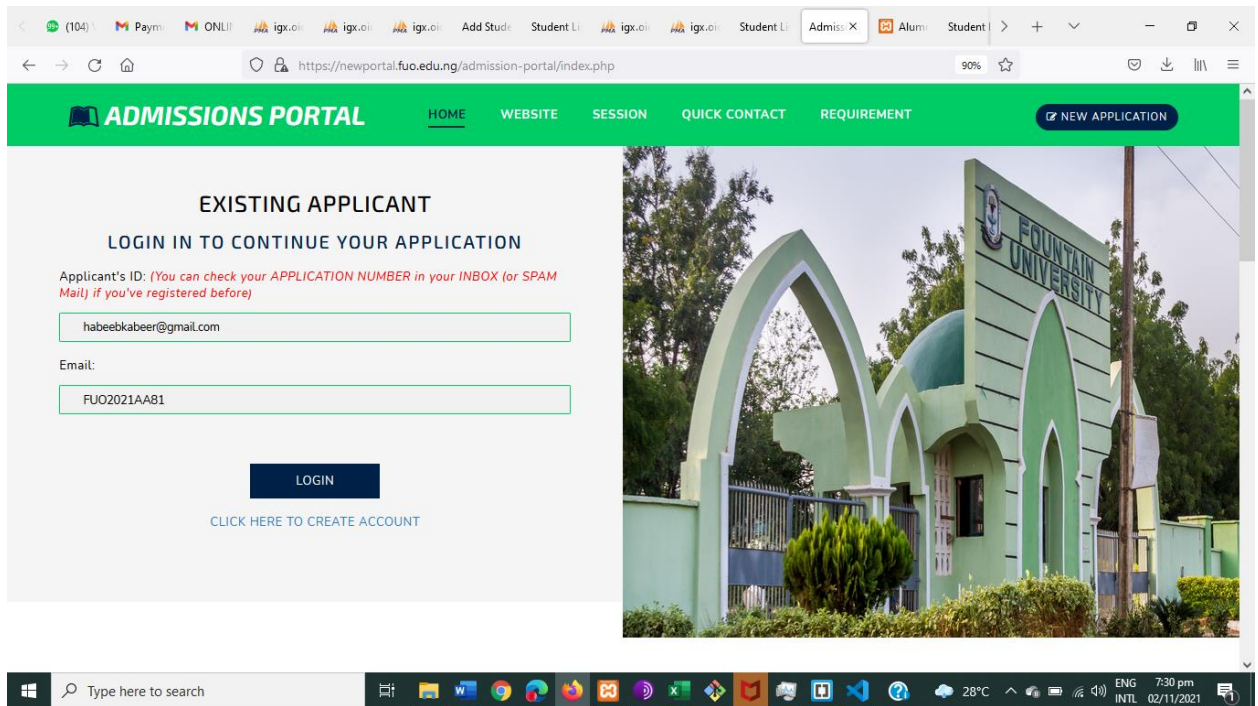
e.g akinlabi@gmail.com

CREATE ACCOUNT

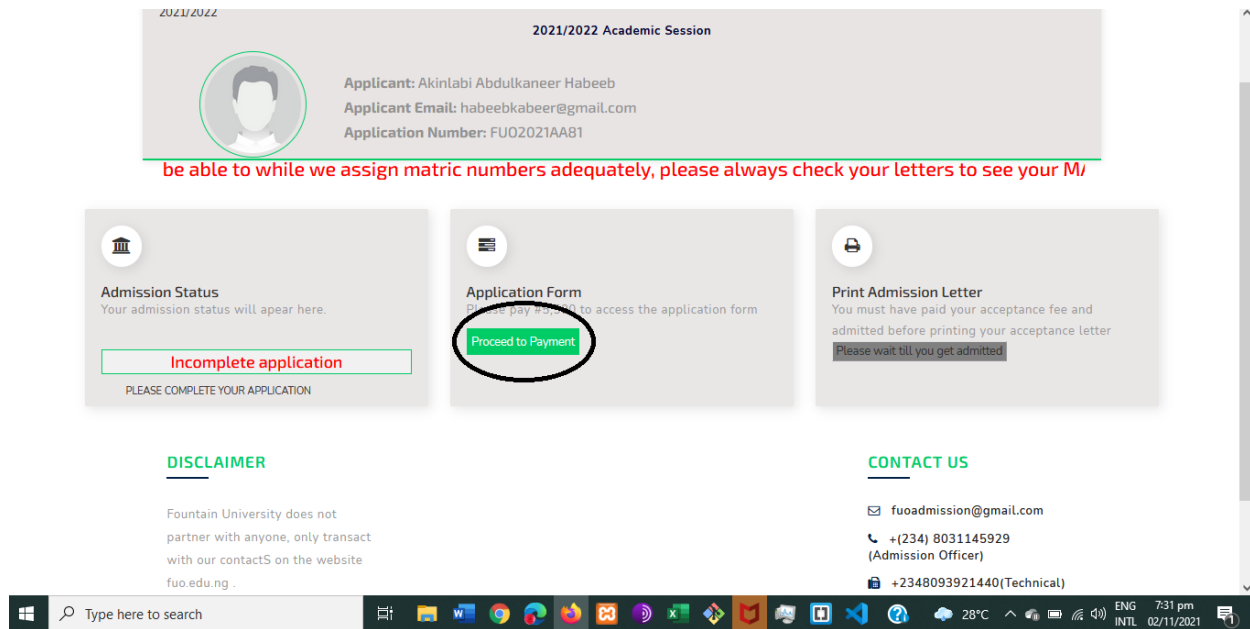
https://newportal.fuo.edu.ng/admission-portal/preregister.php

Submit the form and check your email for **APPLICATION NUMBER**.

4. Login to the admission portal to start your application



5. Paying of Application form: Click the **PROCEED TO PAYMENT** to pay your application fee



After payment of Application fees, Application form would be displayed as thus:

2021/2022 2021/2022 Academic Session

Applicant: Akinlabi Abdulkaneer Habeeb
Applicant Email: habeebkabeer@gmail.com
Application Number: FU02021AA81

Newly admitted students whi

Admission Status
Your admission status will appear here.
Incomplete application
PLEASE COMPLETE YOUR APPLICATION

Application Form
Please pay ₦5,500 to access the application form
Application Form **Print Receipt**

Print Admission Letter
You must have paid your acceptance fee and admitted before printing your acceptance letter
Please wait till you get admitted

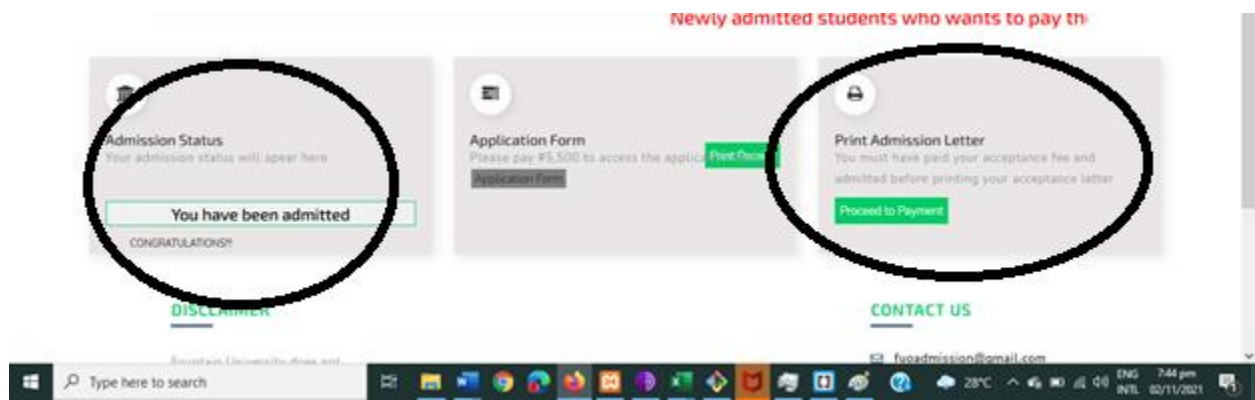
Fill the application by providing all necessary information e.g biodata, Olevel

NOTE you will need to upload necessary files and passports in jpg, png, pdf.

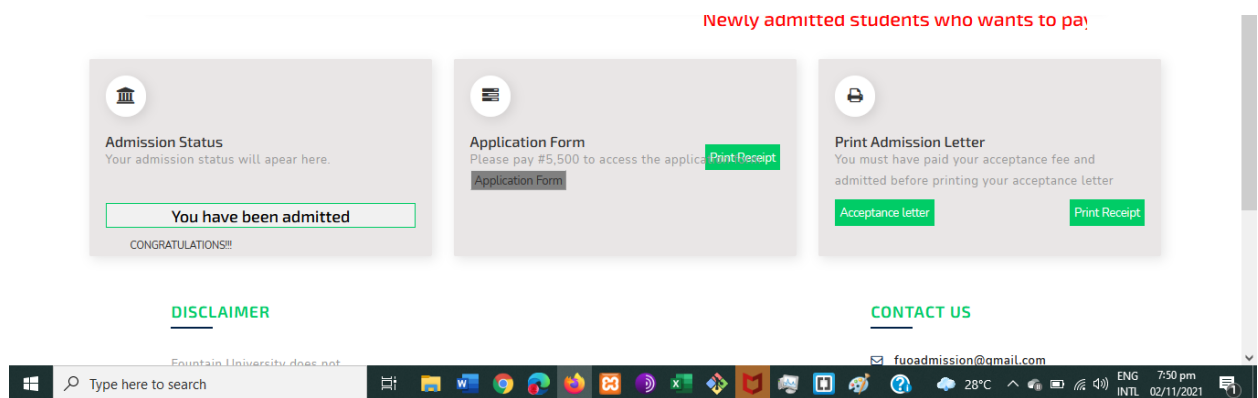
- 6. Take the POST UTME exam by clicking the link as depicted below:

The screenshot shows the admission portal with three main sections: Admission Status, Application Form, and Print Admission Letter. The Admission Status section shows 'In progress' in red text, and a link 'TAKE POST UTME ASSESSMENT EXAM HERE' is circled in black. The Application Form section has a 'Print Receipt' button. The Print Admission Letter section has a 'Please wait till you get admitted' message. At the bottom, there are links for 'DISCLAIMER' and 'CONTACT US'. The browser address bar shows 'fountain.university.foad.net' and the taskbar shows the time as 7:42 pm on 02/11/2021.

- 7. Await the admission office to process your application and give you admission. For quicker process, please chat up the admission officer contact on the portal contact.
- 8. After your admission is processed, your portal changes as below:



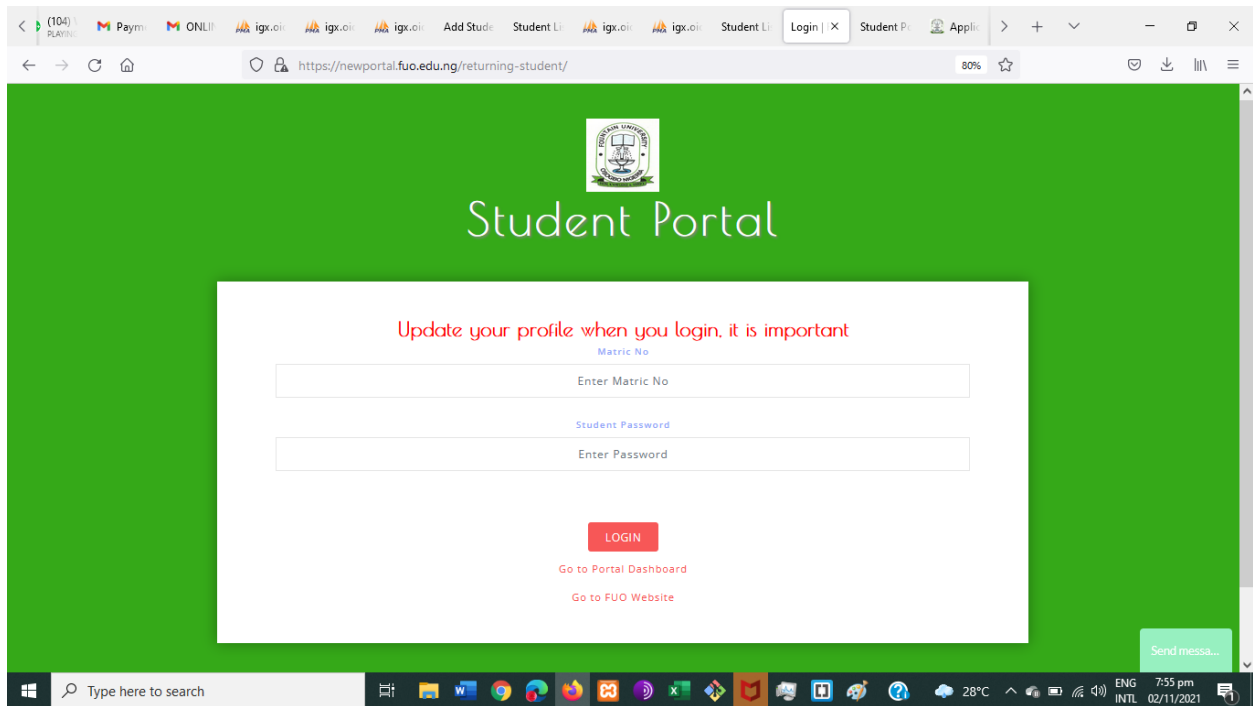
9. Proceed to make payment for acceptance fees. After payment of acceptance fee, your portal looks as depicted below



10. Check your Acceptance Letter/ Admission letter for your matric number. Matriculation NUMBER may be generated within 24hrs of admission confirmation.

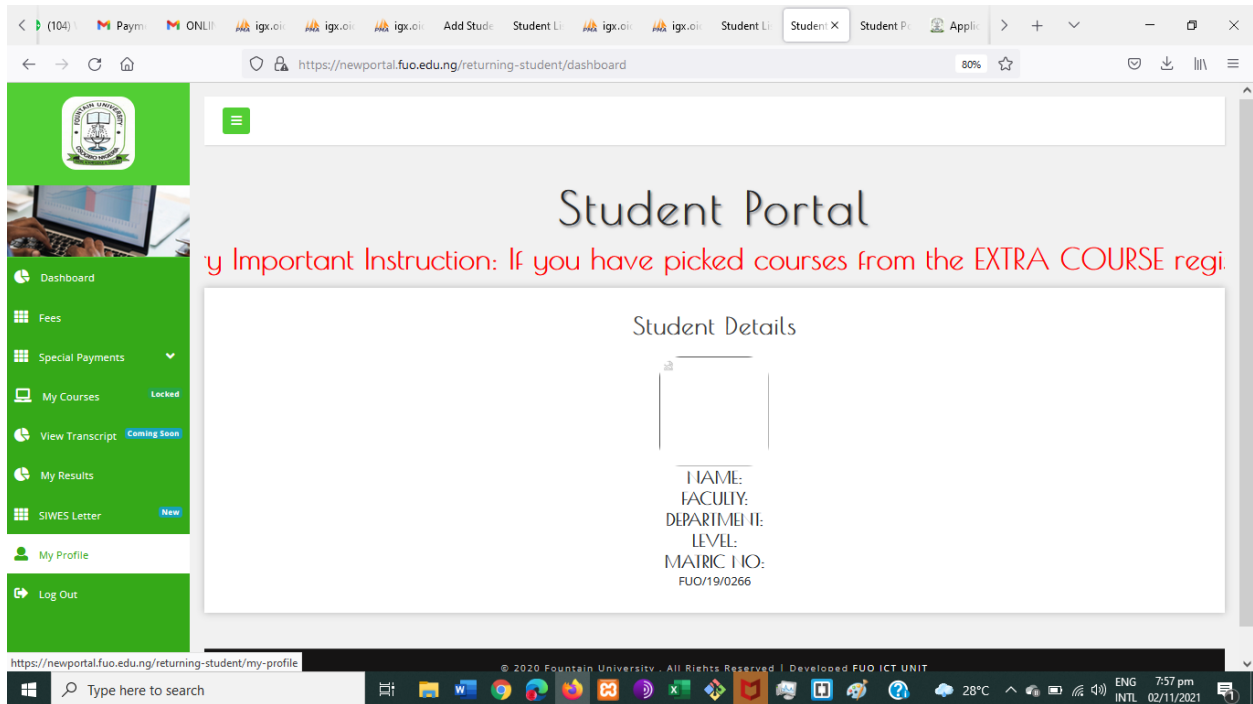
HOW TO MAKE PAYMENTS

1. Go to newportal.fuo.edu.ng CLICK on STUDENTS from the MENU and login with your matric number and Surname as default password.



Change your password upon first login

2. Ensure your profile is updated by clicking the PROFILE menu



3, CLICK of FEES to see available fees

The screenshot shows a web browser window with the URL https://newportal.fuo.edu.ng/returning-student/my_fees. The page displays a table of fees with columns for 'Payment', 'Amount', and 'Receipt'. A 'school fee' section has a dropdown menu showing 'Total amount:440000'. A 'Proceed to Payment Confirmation' button is visible on the right side of the page.

Payment	Amount	Receipt
<input type="checkbox"/> Medical Test for Drug	10000	
<input type="checkbox"/> Medical Test and Xray	4000	
<input type="checkbox"/> Parent Forum Levy	10000	
<input type="checkbox"/> Matriculation Gown	2000	
<input type="checkbox"/> Memorabilia	8000	
<input type="checkbox"/> Entrepreneurial Fee	10000	
<input type="checkbox"/> Project Binding	4000	
<input type="checkbox"/> Convocation Levy	25000	
<input type="checkbox"/> Luxury Hostel	25000	
<input type="checkbox"/> Portal Access Fee	1000	
<input type="checkbox"/> Practical Manual	2100	
<input type="checkbox"/> Laboratory Coat	2500	
<input type="checkbox"/> school fee	Total amount:440000	
<input type="checkbox"/> SUMMER 1 COURSE	50000	
<input type="checkbox"/> SUMMER 2 COURSES	100000	
<input type="checkbox"/> SUMMER 3 COURSES	150000	

Select the fees as applicable to you. Contact the bursary to know the payments you are paying for. On the school section, enter the amount you would like to pay e.g 221000 without comma or any special character. And proceed to make payments.

3. Fill the college registration form.
4. Register your courses after meeting with your level adviser (<https://youtu.be/5AOa2K6DJ04> You may wish to watch this to know how to register courses)
5. Meet your level adviser for approval of courses
6. Come back to your portal to print the approved courses
7. Go to college, department, bursary etc to sign your course forms