### Uploaded online by www.myschoolgist.com.ng University of Agriculture, Makurdi

### **Directorate of ICT**

## Guideline for payment of school fees/other charges

The University has introduced new payment options for payment of fees and charges. This payment option coined as "UAMpay" is a self-service payment system using Debit Cards, specifically MasterCard, Verve and any other debit

card with Interswitch logo printed on it.

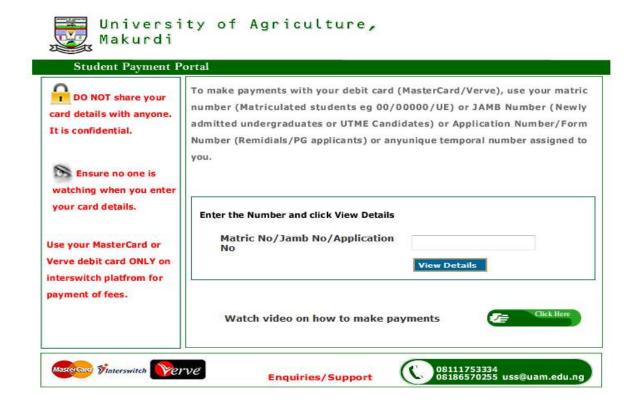


#### WARNING:

- Do not share your card details with anybody. If you cannot make payments using your debit card on your own after reading this step or watching the video, kindly visit any of the designated banks across the nation to make payments.
  - Zenith Bank
  - Skye Bank
  - Union Bank
  - United Bank for Africa (UBA)
- Do not give your card details to friends, staff or café(business centres) attendants to help you make payment. You will be solely responsible for your actions.
- If you are using public network to make payments, ensure no body is around you when you are making payments
- Ensure that the address where you are asked to enter your Matric./Application/JAMB Number is https://fees.uam.edu.ng/epay

## SIMPLE STEPS TO MAKING PAYMENT by www.myschoolgist.com.ng

Step 1: Visit the main website at <a href="www.uam.edu.ng">www.uam.edu.ng</a> and click on the payment banner sliding on the website or click on the link UAMpay available on your portal or visit the <a href="https://fees.uam.edu.ng/epay">https://fees.uam.edu.ng/epay</a> You will be redirected to a page shown below.



**Step 2:** Enter your Matric. Number (Matriculated students), Jamb Number (Newly admitted Students) or application Number (New applicants) as the case maybe in the space provided and click on **view details** to see your details. See sample below.

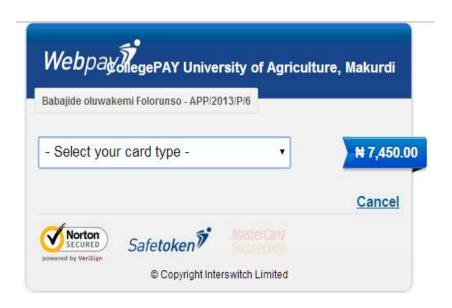


Step 3: Carefully go through the details displayed for you and ensure that they are all **CORRECT**. If your details are not correct, Call the support lines, or send an email or possible visit the nearest ICT support centre. The support contacts are displayed at the bottom of all the pages.

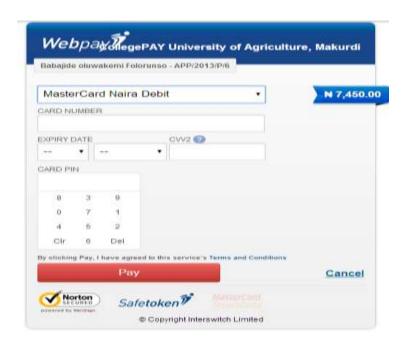
If you agree that the Amount, your name and other details are ok, **COPY** your reference number generated for the payment you are about to make.

You need the reference number to make complains if your transaction failed and after you have been debited

Thick the box below your reference number to agree that you have confirmed your details and then click **Continue** and you will be redirected to **interswitch** payment page as shown below.



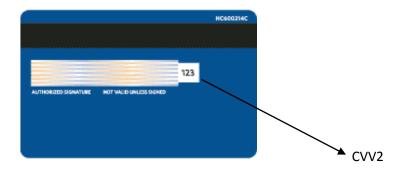
**Step 4:** Select the type of card you are using to make payments (verve/Mastercard). Note that the amount to pay is displayed with blue background.



# Step 5: Enter your card details. Uploaded online by www.myschoolgist.com.ng

- Your card number is printed on the card you are using. Enter numbers without space
- The Expiry date (Month and year) is also printed on your card.
- Cvv2 (Card Verification Value 2) is the last 3-digit printed at the back of your card

CVV2 Options on Chip Card



- Enter your secret PIN number by clicking on the corresponding numbers displayed below the Card PIN box.
- Click on Pay to continue.

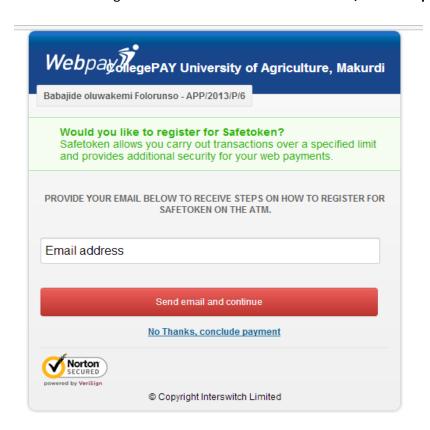
**Step 6**: Some banks like GTB, adds additional layer of security to their online banking system by issuing a device called '**token'** that generates random numbers for transactions. If you are required to enter the token generated, press the button on the token and enter the number displayed.

If your bank requires a token to payments online and you don't have one, contact the nearest branch of your bank



Step 7: Interswitch advertises their own additional security for online payment. If You wish to obtain interswitch token to further secure your online payments, you can enter your email and click on send email and continue button to subscribe.

You can ignore the advert and click on No Thanks, Conclude payment button to continue



**Step 8**: If the transaction is successful you will see success page, print your receipt by clicking on the print receipt button. If you cannot print your receipt now, copy your PIN so that you can continue with registration. You can print the receipt later when you log into your portal.



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If the transaction is not successful, you will see the error page. Print this page and report to any ICT office if you have been debited.

