

## POST UTME SCREENING REGISTRATION AND APPLICATION FORM PROCEDURE ON HUKPOLY PORTAL

### Steps for Post UTME Screening Registration (ND and NCE Applicants):

1. Log on to [portal.hukpoly.edu.ng](http://portal.hukpoly.edu.ng)
2. Click on **UTME Application**
3. Initialize your UTME Account by supplying your JAMB Registration Number as Username and your JAMB Score as Password then click on **Initialize UTME Account**.
4. In the next screen, provide a functional Email and Mobile number, as you will be communicated through these medium, change your password as well.
5. Make payment using your ATM card by selecting **Pay with eTranzact WebConnect**.
6. After payment, Continue with your Application using **Continue UTME Application** section.
7. Provide all other necessary information then print your application form and payment receipt.
8. Visit Hassan Usman Katsina Polytechnic with your original credentials and the printed form for screening.

**Note:** Make sure you uploaded your O'level result in the JAMB portal and attached photocopy of your credentials (Birth Certificate, Local Govt. Certificate, Results etc) to the printed form.

### Steps for Application Form (HND, Diploma and Certificate Applicants):

1. Log on to [portal.hukpoly.edu.ng](http://portal.hukpoly.edu.ng)
2. Click on New Application
3. Create account by providing the necessary details.
4. Make payment using your ATM card by selecting **Pay with eTranzact WebConnect**.
5. After payment, Continue your with your Application using **Continue Application** section.
6. Provide all other necessary information then print your application form and payment receipt.
7. Visit Hassan Usman Katsina Polytechnic with your original credentials and the printed form for screening.

**Note:** Attach photocopy of your credentials (Birth Certificate, Local Govts Certificate, Results etc) to the printed form.