

**UNIVERSITY OF PORT HARCOURT
PORT HARCOURT**

Memorandum

FROM: Registrar REF. NO:UPH/REG/112 DATE: 25th July, 2019	To: Returning Students (Undergraduate)
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DEADLINE FOR PAYMENT OF SECOND INSTALLMENT OF SCHOOL CHARGES AND ONLINE REGISTRATION OF COURSES FOR THE SECOND SEMESTER OF 2018/2019 ACADEMIC SESSION

This is to inform Returning Students who paid the first installment of school charges for the 2018/2019 academic session that the deadline for payment of the second installment *has been extended to Friday, 16th August, 2019*. All payments in respect of school charges should be made through www.ecampus.uniport.edu.ng. Please follow the procedure below:

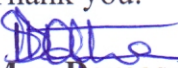
1. *visit www.ecampus.uniport.edu.ng*
2. *enter your Username and password*
3. *click on Account Option*
4. *click Account Details*
5. *click Pinshop*
6. *Select the Academic Session*
7. *select the Payment Type(School Charges)*
8. *select the fee Name (Second Installment)*
9. *enter your Phone Number and Email Address*
10. *click submit. Remita Retrieval Reference (RRR) will be generated. You can complete your payment online or print the Payment Slip generated and pay at any of the approved Banks*

Please, note that any student who pays his/her school charges for the second semester after the deadline (Friday, 16th August, 2019), and/or makes such payment outside www.ecampus.uniport.edu.ng does so at his/her own risk.

Furthermore, kindly note that online Course registration for the Second Semester ends on Friday, 23rd August, 2019. Students who have difficulty in registering their Courses online, are advised to contact the Ag. Director, Information and Communication Technology Centre (ICTC).

The above is for your information and compliance.

Thank you.


Mrs. Dorcas D. Otto

cc: Vice-Chancellor
Deputy Vice-Chancellor [Admin]
Deputy Vice-Chancellor [Acad]
Bursar
University Librarian
Provost, College of Health Sciences
Deans of Faculties/Schools
Ag. Dean, Student Affairs
Directors of Academic Units
Director, QAQC

Ag. Director, ICTC
Heads/Ag. Heads of Department
Chairman, Time-table Committee
Academic Officer
Deputy Registrar, IPPR
College Secretaries, CHS/CCE
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