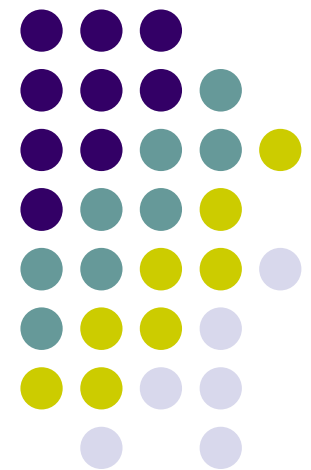
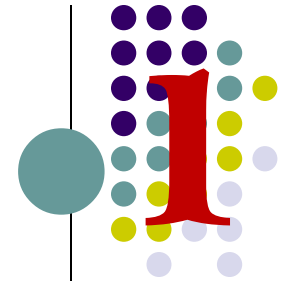


# A Step-By-Step Guide for Undergraduates on How to Use the UNIOSUN Interswitch WebPAY Platform

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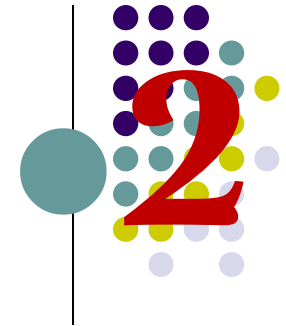


To get to the UNIOSUN Undergraduate Students' Portal, visit <http://www.uniosun.edu.ng>. Click on the “E-PORTAL” menu link, locate the “STUDENTS” menu and Click on “Undergraduates”.



A screenshot of the OSUN State University website. The header features the university's logo and name: "OSUN STATE UNIVERSITY Osogbo, Nigeria" with the tagline "Livingspring of Knowledge and Culture". Below the header, a navigation menu includes "HOME", "ABOUT US", "MANAGEMENT", "ACADEMICS", "E-PORTAL", "ADMINISTRATION", "LIBRARY", "ALUMNI", and "NEWS". The "E-PORTAL" menu is expanded, showing "STUDENTS" and "STAFF" options. Under "STUDENTS", there are links for "Pre-Degree", "SIWES Portal", "Undergraduates", "Distance Learning", and "Student Webmail". The "Undergraduates" link is highlighted with a yellow box. A yellow arrow points from the "STUDENTS" link to the "Undergraduates" link. Below the navigation menu, there are several content blocks: "Farm Mechanization" with an image of a tractor, "Medical students inside the Anatomy Laboratory...", and an "ALERT ON ADMISSION FRAUD" section with a large orange warning sign icon. The footer contains the university's logo and name.


Login to your Students' Portal account with your **Matric No.**  
(Or **UTME/DE Registration No.** for Freshers) and **Password.**



**Osun State University** Osogbo, Nigeria

### Student Portal

**Authentication required to use the Student Portal.**

 Matric/UTME/DE Reg. No:  ←

Password:  ←

If you forgot your password, [Click Here](#) to recover it.

**If you have any enquiry or difficulties please contact the Administrators by using the following information:**  
**Email Address:** portal.admin[at]unosun.edu.ng  
*(Note: Pls replace the [at] in the email address with the @ symbol)*  
**SMS Phone Number:** 08135939399 (Strictly SMS Only)

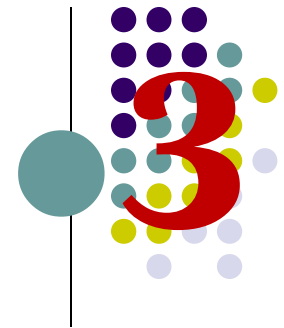
**WELCOME!**

Please log in!

Copyright © 2010 - 2013, Osun State University, Osogbo, Nigeria.

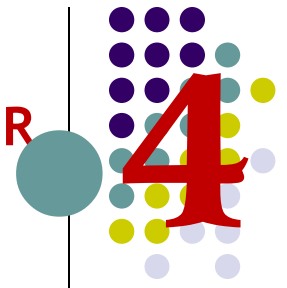


Once logged in to your portal account, you can read through the [UNIOSUN WebPAY FAQs/Tips](#) before you continue. To make your School Fees payment, click on the **“Payments Account”** link from the Dashboard menu.



A screenshot of the UNIOSUN Student Portal dashboard. The header shows 'Osun State University Osogbo, Nigeria' with a logo. The main content area is titled 'Student Portal' and displays user information: 'Matric Number: [blurred]', 'Programme: [blurred]', 'College Code: [blurred]', 'Current Semester: RAIN', and 'Current Session: 2012/2013'. Below this is a 'Main Page' section with a welcome message and instructions to complete course registration by settling payments. A link to 'UNIOSUN WebPAY Tips' is highlighted with a red circle. A 'NOTICE BOARD' section at the bottom states there are no items. On the right, a 'MY DASHBOARD' sidebar shows a profile picture, 'Logged in as: [blurred]', and a 'Logout' link. A menu lists 'Main Page', 'My Course Registration', 'My Personal Profile', and 'Payments Account Payments History', with a blue arrow pointing to the 'Payments Account Payments History' link. The UNIOSUN logo is visible in the bottom right corner of the dashboard area.

From your **Payments Account** section, you need to **FUND YOUR ACCOUNT** by selecting the method of payment (i.e. Interswitch Web Pay).



**Osun State University** Osogbo, Nigeria

### Student Portal

Matric Number: [redacted] Programme: [redacted] College Code: [redacted]  
Current Semester: RAIN Current Session: 2012/2013

**Accounts**

ACCOUNT BALANCE (NGN): 2,000.00

**FUND ACCOUNT:**

Payment Method: **Interswitch Web Pay**

Select a session to show payments records for the session:

2011/2012  
2012/2013

SN	PAYMENT	AMOUNT	PAID	MINIMUM REQD	
1	TUITION	75,000.00	75,000.00	100% (75,000.00)	PAID
2	ICT	5,000.00	5,000.00	100% (5,000.00)	PAID

### MY DASHBOARD

Logged in as: [redacted]  
[Logout](#)

[Main Page](#)

[My Course Registration](#)

[My Personal Profile](#)

Enter the amount (digits only) you are willing to fund your account with in the box provided. Click on the “Process Payment” button. **NOTE: That you will be charged N300 (Three Hundred Naira ONLY) as a Transaction Fee for each transaction you make on the portal via the WebPAY platform.**



**Student Portal**

Matric Number: [redacted] Programme: [redacted] College Code: [redacted]  
Current Semester: RAIN Current Session: 2012/2013

**Accounts**

ACCOUNT BALANCE (NGN): 2,000.00

**FUND ACCOUNT:**

Payment Method: Interswitch Web Pay  
Amount (NGN): 95000  
**Process Payment**

Please note that you will be charged a flat fee of N300.00 per transaction. You may also read the [UNIOSUN WebPAY FAQs/Tips](#).

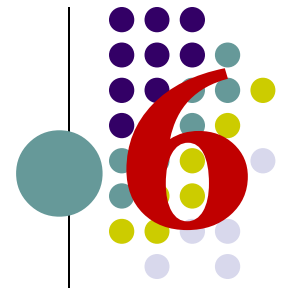
Interswitch Yerve MasterCard

Select a session to show payments records for the session:  
2011/2012  
2012/2013

**MY DASHBOARD**

Logged in as: [redacted]  
[Logout](#)

[Main Page](#)  
[My Course Registration](#)  
[My Personal Profile](#)

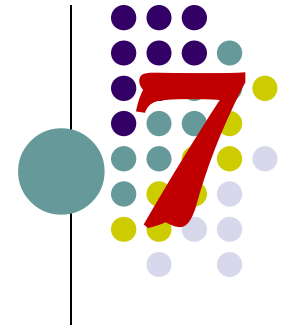


You will be redirected to the **“Payment Confirmation”** page where you are to confirm the total amount that will be debited from your account. You are also required to take note of the **“Transaction Reference”** generated by the portal each time you attempt to make a payment.

If you think there is an error with the amount payable, just click on the **“Cancel Payment”** link to restart the payment process. Otherwise, click on the **“Pay Now”** button to continue.

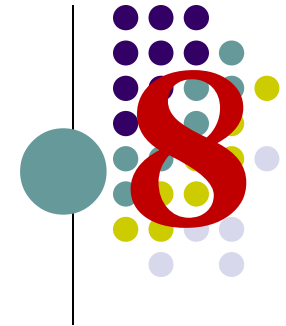
The screenshot displays the 'Accounts' section of the portal. At the top, it shows 'ACCOUNT BALANCE (NGN): 2,000.00'. Below this is a 'Web Pay Confirmation Summary' box, which is highlighted with a red rectangle. The summary includes 'Transaction Reference - OSU [blurred] U4FDVY'. Further down, the payment details are listed: 'Amount Payable: NGN 95,000.00', 'Transaction Fee: NGN 300.00', and 'Total Amount Payable: NGN 95,300.00'. A list of instructions follows, including a note to 'Please take note of your Transaction Reference' and a warning to 'Also, ensure that you have sufficient funds on the card specified above, to cover for your fees as quoted in this section.' At the bottom of the instructions, the text 'UNIOSUN Web PAY Tips' is circled in red. Below the instructions are two buttons: 'Pay Now' and 'Cancel Payment', both of which are circled in red. At the very bottom, there are logos for Interswitch, Verve, and MasterCard, and a link to 'Go back to the main Accounts Page'. On the right side of the page, there is a user profile section with a blurred image, a 'Logged in as:' label, and a 'Logout' link. Below this are navigation links for 'Main Page', 'My Course Registration', 'My Personal Profile', and 'Payments Account'. At the bottom right, there is a Facebook widget for 'Osun State University Student Portal Administration' with a 'Like' button. The Osun State University logo is visible in the bottom right corner.

Confirm your **Name**, **Matric No.** and the **Amount** displayed on the Interswitch web page and select the type of card you want to use. If not, click the **“Cancel”** link to abort payment. Ensure you have with you an Interswitch enabled Debit/ATM card, specifying the **“Card Number”**, **“Expiry Date”**, **“Card PIN”** and **“CVV2 Code”**.

A screenshot of the Webpay Osun State University payment interface. The top header is blue with the 'Webpay' logo and 'Osun State University' text. Below the header is a blurred grey box. The main content area has a white background. On the left, there is a dropdown menu with the text '- Select your card type -' and a list of options: 'Verve', 'InterSwitch MagStripe', and 'MasterCard Naira Debit'. To the right of the dropdown is a blue button with the amount '₦ 95,300.00' and a 'Cancel' link below it. At the bottom, there are logos for 'SECURED powered by VeriSign', 'Safetoken', and 'SecureCode', along with the copyright notice '© Copyright Interswitch Limited'.



Supply your Card details and click the **“Pay”** button. You may check here [UNIOSUN WebPAY FAQs/Tips](#) for more information.



**Webpay** Osun State University

MasterCard Naira Debit ₦ 95,300.00



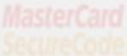
CARD NUMBER

EXPIRY DATE CVV2 ?

CARD PIN

By clicking Pay, I have agreed to this service's [Terms and Conditions](#)

**Pay** [Cancel](#)

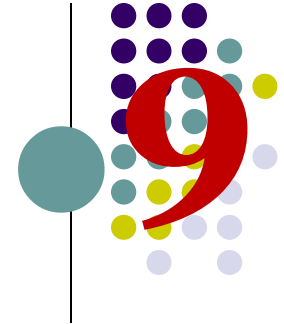
  

powered by VeriSign

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If the page below prompts up, Click on [“No Thanks, conclude payment”](#).




**Webpay** Osun State University

**Would you like to register for Safetoken?**

Safetoken allows you carry out transactions over a specified limit and provides additional security for your web payments.

PROVIDE YOUR EMAIL BELOW TO RECEIVE STEPS ON HOW TO REGISTER FOR SAFETOKEN ON THE ATM.

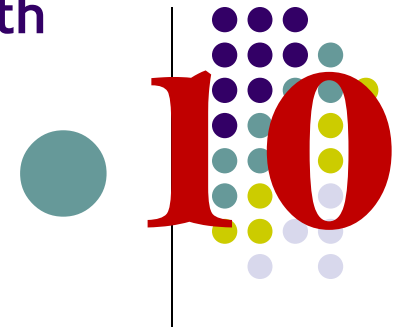
[No Thanks, conclude payment](#)

 **Norton SECURED**  
powered by VeriSign

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You will be redirected back to your Portal Account page with a transaction response. A successful transaction response will return a **Payment Reference, Transaction Reference** (same as the one generated and sent earlier to the Interswitch page) and a **Notification Email** is also sent to your email address.



**Osun State University** Osogbo, Nigeria

### Student Portal

Matric Number: [REDACTED] Programme: [REDACTED] College Code: [REDACTED]  
Current Semester: RAIN Current Session: 2012/2013

 **Accounts**

ACCOUNT BALANCE (NGN): 97,000.00

SUCCESS:NGN 95,000.00 was loaded into your account via UNIOSUN Interswitch WebPAY with Transaction Reference: [OSU| [REDACTED] |2KWN16] and Payment Reference: [FBN|WEB|OSU|24-12-2013|037603]. The transaction email has been sent to your email address.

Transaction Response: Success: Approved by Financial Institution

[Go back to the main Accounts Page](#)

### MY DASHBOARD



Logged in as: [REDACTED]  
[Logout](#)

-  [Main Page](#)
-  [My Course Registration](#)
-  [My Personal Profile](#)





**UNIOSUN WEB PAY TRANSACTION DETAILS [REF:  
OSU|██████████|KWN16]**

Portal Administrator <portal.admin@uniosun.edu.ng>  
To: ██████████

Tue, Dec 24, 2013 at 4:41 PM



# Osun State University, Osogbo, Osun State

## Payment successfully made!

Dear ██████████,  
Payment for Transaction Reference: OSU|██████████|██████████ has been accepted.

Your Portal Account Balance has been credited with **NGN 95,000.00**. You may now login to confirm this from your portal account and proceed with your Fees Payment.

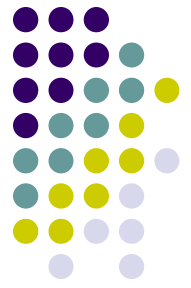
Find below your transaction details;  
**Payment Reference:** FBN|WEB|OSU|24-12-2013|037603  
**Amount Paid:** NGN 95,000.00  
**Timestamp:** 2013-12-24 16:41:30

Sincerely Yours,  
Portal Administrator,  
IMTC, Osun State University, Osogbo

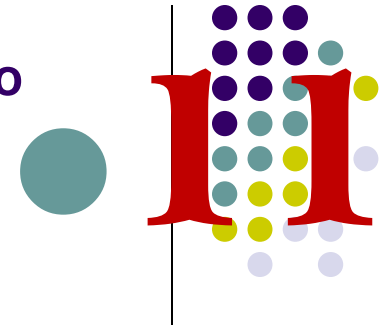
\*This is an automated system email. Please do not reply to this email.

If you have any enquiry or difficulties please contact the Portal Administrators by using the following information:

**Email Address:** [portal.admin@uniosun.edu.ng](mailto:portal.admin@uniosun.edu.ng)



After your account has been successfully funded, go back to the main **Accounts** Page and make the required Fees Payment.



**FUND ACCOUNT:**  
 Payment Method:

Select a session to show payments records for the session:  
 2011/2012  
 2012/2013  
 2013/2014

SN	PAYMENT	AMOUNT	PAID	MINIMUM REQD	
1	TUITION	75,000.00	0.00	100% (75,000.00)	<a href="#">pay now</a>
2	ICT	5,000.00	0.00	100% (5,000.00)	<a href="#">pay now</a>
3	LIBRARY	5,000.00	0.00	100% (5,000.00)	<a href="#">pay now</a>
4	GAMES	5,000.00	0.00	100% (5,000.00)	<a href="#">pay now</a>
5	EXAMINATIONS	5,000.00	0.00	100% (5,000.00)	<a href="#">pay now</a>
<b>TOTALS:</b>		<b>95,000.00</b>	<b>0.00</b>	<b>95,000.00</b>	<input type="button" value="Pay All"/>

**MINIMUM PAYMENT REQUIREMENT HAS NOT BEEN MET**

If you wish to pay only the minimum required click the "Pay All Minimum" button.

[Print now](#)

[Payments Account](#)  
[Payments History](#)

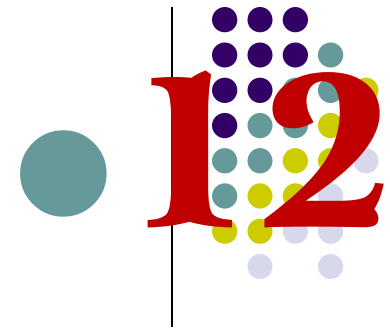
Find us on Facebook

Osun State University Student Portal Administration

2,353 people like Osun State University Student Portal Administration.

[Go back to the main Accounts Page](#)

You can also view your **Payments History** (including Successful and Failed WebPAY transactions) at anytime on the “Payments History” Page.



**Payments History**

ACCOUNT BALANCE (NGN): 2,000.00

Payment Method:

Showing Results 1 - 10 of 41 Records

S/N	TRANSACTION REF.	AMOUNT (NGN)	TRANSACTION DATE	SESSION	PAYMENT REF.	TRANSACTION RESPONSE
1	OSU P[REDACTED]B2	40,000.00	5 Jan. 2014, 9:53PM	2013/2014	Unsuccessful Request	Customer cancellation
2	OSU P[REDACTED]ZBQL	95,000.00	5 Jan. 2014, 1:24PM	2013/2014	Unsuccessful Request	Customer cancellation
3	OSU P[REDACTED]	40,000.00	5 Jan. 2014, 1:17PM	2013/2014	Unsuccessful Request	ESocket transaction error
4	OSU P[REDACTED]S	40,000.00	5 Jan. 2014, 1:15PM	2013/2014	Unsuccessful Request	Customer cancellation
5	OSU P[REDACTED]	95,000.00	5 Jan. 2014, 12:08AM	2012/2013	Unsuccessful Request	ESocket transaction error
6	OSU P[REDACTED]C	40,000.00	4 Jan. 2014, 11:35PM	2012/2013	Unsuccessful Request	Customer cancellation
			2 Jan. 2014,		FBN WEB OSU 2-	Success: Approved by

[Main Page](#)

[My Course Registration](#)

[My Personal Profile](#)

[Payments Account](#)  
[Payments History](#)

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Find us on Facebook

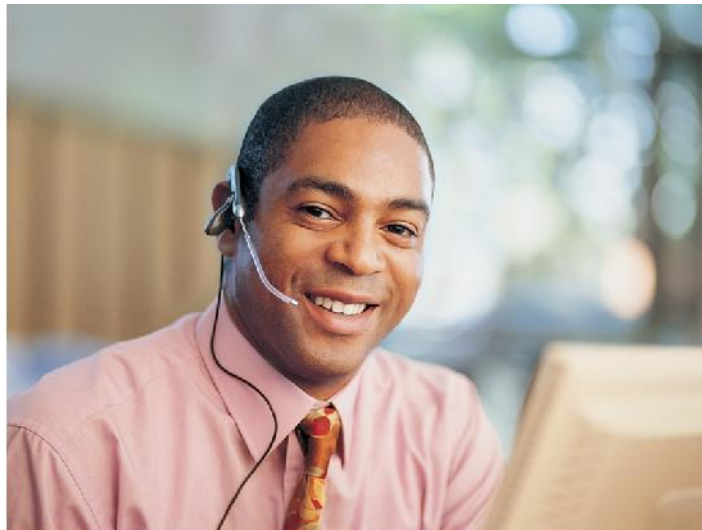
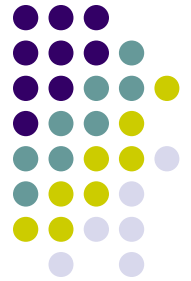
Osun State University Student Portal Administration

[Like](#)

2,353 people like Osun State University Student Portal Administration.

# Have an ENQUIRY?

You can contact the Support Team via any of the following Information;



● **Email:** [portal.support@uniosun.edu.ng](mailto:portal.support@uniosun.edu.ng)

● **Mobile:** +234 80 XXXXXXXX

**Calls and SMS between 8:00 am - 4:00pm  
(Mondays - Fridays)**

