UNIVERSITY OF MEDICAL SCIENCES ONDO,
LAJE ROAD, ONDO CITY, ONDO STATE

ACADEMIC AFFAIRS DIVISION

REGISTRATION PROCEDURE FOR FRESH (UTME & DIRECT ENTRY) CANDIDATES IN THE 2025/2026 ACADEMIC SESSION

1. All prospective applicants who participated in the 2025 PUTME are requested to log into their post UTME portal on the University website on www.unimed.edu.ng to check their PUTME result and Provisional Admission status.

2. Upon being offered admission, they are requested to either **Accept** or **Reject** the provisional offer, candidates who accepts the provisional admission offer are required to pay the acceptance fee as a sign of commitment **within 48 hours** or as specified on provisional admission slip.

3. To make payment for the Acceptance Fee, they are to visit the University Website ~ *STUDENT ~ ONLINE PAYMENTS ~ (Matric No/Reg. No) enter your JAMB REGISTRATION NUMBER ~ (Payment Type) ~ UNIMED ACCEPTANCE FEE and* **click on Continue!**

4. Thereafter, proceed to the University website on www.unimed.edu.ng the home page ~ *STUDENT ~ UNDERGRADUATE PORTAL ~ CREATE STUDENT'S ACCOUNT ~ ENTER JAMB REGISTRATION NUMBER ~ PASSWORD ~ CONFIRM PASSWORD ~ PICK A SECURITY QUESTION and* **REGISTER!**

5. Upon registration on the "Student Account Portal", candidates are to complete all necessary information and upload all documents as requested.

6. Proceed to Post UTME/DE Portal (www.unimed.edu.ng/postutme/postutmelogin.php) and click on SCREENING. Upload all required documents. Please Note: **ANY FALSIFIED INFORMATION WILL LEAD TO AUTOMATIC DISQUALIFICATION OF YOUR ADMISSION INTO THE UNIVERSITY**.

7. Upon successful upload, candidates will receive message stating **"Success"** and all uploaded documents will be listed**"**
   To check status of uploaded documents, move to "Your Uploaded Document" Section on the page. "Green colour" shows uploaded document(s) and "Red colour" shows Missing Document(s).

   (Incomplete Status requires students to provide missing information. When complete, upload all documents again with correct information).

8. After the screening exercise is complete, candidates will see an **"Approved Message"** on the Screening portal which will enable the candidate to make payment for school fees and proceed with course registration.

9. Thereafter, newly admitted UTME & DE candidates are **mandated** to complete all necessary admission formalities on their JAMB Portal (CAPS) i.e.

- Pick the **"Ondo State University of Medical Sciences"** as most preferred (1st) choice Institution;

- Change to the programme/course the candidate was offered by the Institution on JAMB Portal;
- Upload O' Level Result on JAMB Portal;
- Approach any JAMB State Office to print out the **ORIGINAL** Jamb Result Slip/DE Slip
- **Accept** your Admission Offer on CAPS
- Download and Print **"JAMB Admission Letter"** from CAPS

10. Upon resumption of fresh students as from **Monday, 29th September, 2025**, candidates are to proceed immediately to their respective faculties to submit all documents in their student files which will be handed over to them after obtaining **final clearance** from their individual Faculty Officer.