

# 2020/2021 ACADEMIC YEAR REGISTRATION PROCEDURE

## PAYMENT DISCLAIMER:

**Students are to note that payment of ALL FEES should not be contracted. Do not deposit cash to any Cyber Café or anyone for payment of fees. Make payment by yourself using your PERSONAL ATM Debit Card to pay on the portal or pay cash to the Bank with the RRR generated from MAU SRMS portal ONLY (mautech.safsrms.com). Failure to adhere to this notice implies that such student accepts responsibility as indemnity of full payment of school fees rests on students.**

## NEW STUDENTS:

On receipt of the original copy of admission letter that carries your admission number, you can now proceed to start registration.

Please contact your department on courses to register (**Returning students only please**)

## NEW AND RETURNING STUDENTS ON FLEXISAF PLATFORM:

**WARNING:** *Payment with RRR not generated from the University platform ([mautech.safsrms.com](http://mautech.safsrms.com)) will not be accepted neither will the University refund such payment.*

1. Visit the site: <https://mautech.edu.ng> and click on: “2020/2021 ONLINE REGISTRATION” OR type in your browser: **mautech.safsrms.com** and press Enter key
2. Login with: **User Name:** Registration number or ID number (e.g. CVE/20U/1475)  
**Password:** mauyola2021
3. You must now change your password to be able to proceed. Keep this for future uses
4. Click on: “**Pay fees**” (Your appropriate fee comes up. By the right side you will see two boxes for Hostel Accommodation – **New or Old Hostels**)

**NB:** At this point. You **MUST** book for accommodation if you are interested otherwise, you can no longer book for it. Note that you **cannot** come back to book again. If you are not interested in accommodation, **do not** click on accommodation box.

5. Click on: “**Proceed to Payment**”  
You will be redirected to Remita Payment Gateway.
  - (a) You can pay with ATM card: follow the displayed instructions.
  - (b) You can choose internet payment (**Payment Through Bank**) whereby you **MUST** Generate your **RRR** using this platform at this point which you then take to the branch of **any bank** for your payment. **Collect Remita Payment Receipt and Bank Teller as evidence of payment. Use the RRR and verify**
6. After successful payment, you will be redirected to your student account if you used **ATM** card. For those who used bank payment, you can log on to your account (i.e steps 1 & 2 above).
7. Print and keep your Payment receipt. You will need it!
8. Now click on: “**Course Registration**” (**Register for 1<sup>st</sup> and 2<sup>nd</sup> Semester Courses.**)  
For returning students, Carryover courses and all outstanding lower levels courses **MUST** be added (or **registered**) first before the system will allow you to add new courses. **NB:** You need to contact your department for clarification at this point.
9. All students are expected to completely fill in their biodata and upload **their passport and signature.**
10. Go to your department for other necessary documentations **within three weeks from commencement date of registration.**