



**THE FEDERAL POLYTECHNIC, ILARO
INTERNAL MEMO**

From: Deputy Registrar (Academics)

To: All New Students (ND 1 and HND 1)

Ref. No.: DR/A/AC/071B/Vol.XLVII/106

Date: December 6, 2024

AWARENESS ON NEW MATRICULATION NUMBERS FOR ALL NEW STUDENTS (ND 1 AND HND 1)

This is to inform all new students of ND 1 and HND 1 that the Polytechnic has introduced new matriculation numbers, effective from the 2024/2025 Academic Session.

However, it has been observed that some new students who have already paid their school fees received the old matriculation numbers on their receipts. To align with the updated matriculation numbers, such students are required to regenerate their school fees receipts to reflect the new matriculation numbers.

Steps to Generate Your New Matriculation Number

- i. Log in to your portal using your old matriculation number and the password;
- ii. Click on the "Regenerate New Matric Number" option;
- iii. Your new matriculation number will be generated and displayed;
- iv. Log in using the new matriculation number and reprint your school fees receipt; and
- v. The new matriculation number will also be reflected in your Course Registration Form.

This process is very important to ensure accuracy of your academic records. Please make sure you complete it as soon as possible.

Thank you.

M. J. O. Fatunmbi

cc: Deputy Rector(s)
Registrar
Polytechnic Librarian
All Deans of Schools
Director, CICT
All Heads of Departments
Deputy Registrar (Public Relations)
PAR (ERT)

Info: Rector