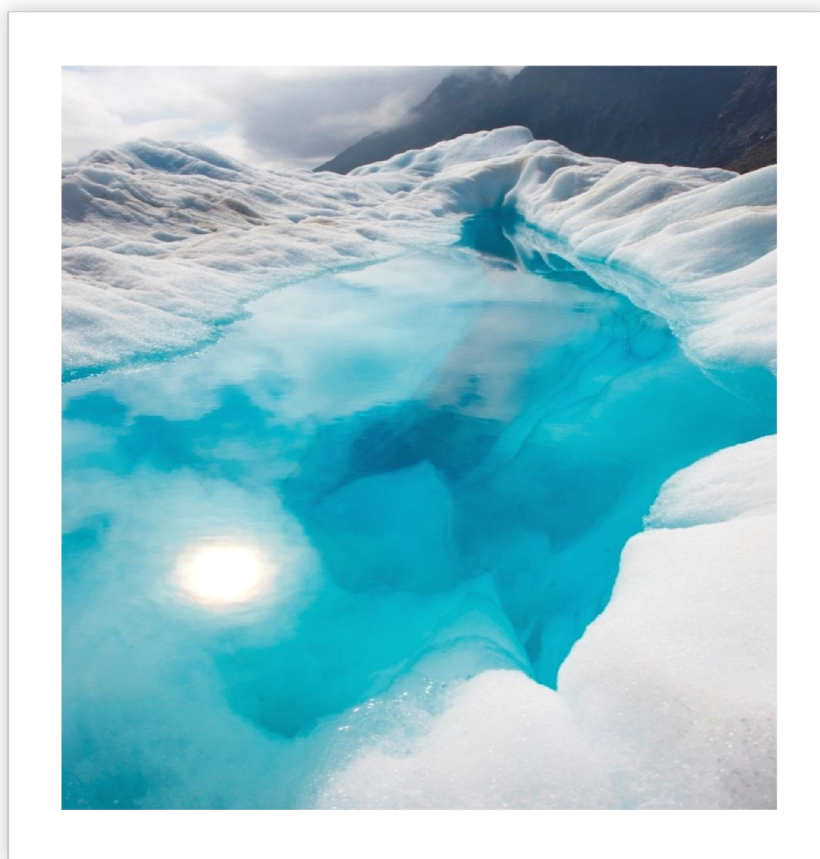**User Manual**

Post-UTME Portal

ADEYEMI COLLEGE OF EDUCATION
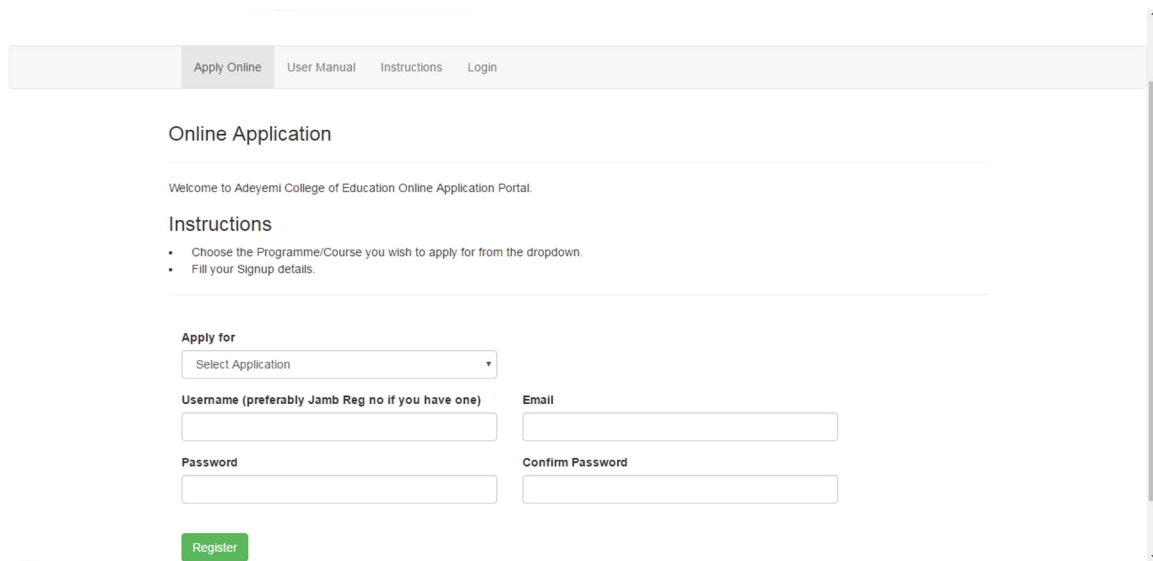
STAUNTON & LYCETT NIG LTD September 22, 2016

TABLE CONTENT.

LOGIN TO ADEYEMI COLLEGE OF EDUCATION POST UTME PORTAL.

Step 1: Open a web browser (e.g. Google Chrome, Mozilla firefox, Safari, Internet explorer etc.)

Step 2: Go to www.aceondo.net

Step 3: For new applicant, choose the Programme/Course you wish to apply for from the dropdown and fill in your Signup details to create a username (preferably Jamb Registration Number) and password then click "**Register**"

Step 4: For applicants who has registered, click on "**Login**" and enter the username and password used when registering, click the "**Login**" button. This will take you to your application view

ADEYEMI COLLEGE OF EDUCATION
PMB 520, ONDO, ONDO STATE, NIGERIA

Apply Online   User Manual   Instructions   Login

Login

Please endeavour to fill out the following fields to login:

Username

Password

☑ Remember Me

If you forgot your password you can reset it.

Login   Register

Ensure payment has been made in order to proceed to update your profile.

APPLICATION VIEW.

UPDATE PERSONAL DETAILS.

Step 1: Click on "**Update Personal Details**" button and fill in all required information.

Step 2: Click "**Next**" and follow up the instruction.

Personal Details

Jamb Reg No

[   ]

Upload Passport (Max: 50KB)

Passport File Name

[   ] [📁 Browse ...]

Surname	**Middle Name**	**First Name**
[ ]	[ ]	[ ]

Phone number	**Alternate phone no**	**Email**
[ ]	[ ]	[ ]

Religion	**Gender**	**Date Of Birth**
[ ]	[Select.. ▾]	[📅 ✖ Choose date of birth]

Nationality	**State of Origin**	**Lga**
[Select... ▾]	[Select... ▾]	[Select... ▾]

Address

[   ]

City

[   ]

State of Residence

[Select... ▾]

Country

[Select... ▾]

[Next]

ACADEMIC INFORMATION

Step 1: Click on "**Academic Information**" button from the home page to enter result information and programme details.

Step 2: Enter required information/details and Click "**Submit**" button.

Academic Information

Number of Siting

Select... ▾

Result Type

Select... ▾

UTME Total Score

[   ]

Details of Programme initially applied for in UTME

PROGRAMME

Select... ▾

First Choice School

Select... ▾

Second Choice School

Select... ▾

Course

Select... ▾

Did you choose Adeyemi College of Education as First or Second choice or both? **choose 'Yes'**

If you chose other institutions, **choose 'No'**

UTME RESULT

Step 1: Click on "**UTME Result**" button from the home page.

Step 2: Click on "**Add New**" to input the subjects and the scores on your UTME Result slip.

Step 3: Click "**Next**" button.

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My Application   Instructions   Logout (12345678HG)

UTME Result Details

📖 Four (4)UTME Result Details

Subject Title	Score	☐
No results found.		

+ Add New **⚡ Delete**

Back to Profile **Next**

UPLOAD RESULT DOCUMENTS.

Step 1: Click on "**Upload Result Documents**" button from the home page.

Step 2: Click on "**Upload Result Documents**" button to upload scanned copies of all relevant results/documents to your portal.

Step 3: Click "**Choose File**" to select the document you want to upload.

Step 4: Click "**Upload**" to upload the document to your portal.

RELEVANT O'LEVEL SUBJECTS.

Step 1: Click "**Relevant O'Level Subject**" button on the home page.

Step 2: Click "**Add New**" to input O' level results.

Step 3: Select the five (5) subject and its grade relevant to your course of study either in one /two sittings.

Step 4: Click "**Submit**" button to upload the results.

FINAL SUBMIT.

Click "**Final Submit**" after the completion of personal details, results and documents.

NOTE:

On click of "Final Submit" your profile would be locked and you will not be able to edit your profile.

Go through all information provided on your portal, confirm they are all accurate then you can click on "Final Submit".

PRINT APPLICATION.

Click "**Print Application**" to print out your application.