HOW TO APPLY ONLINE

1. Candidate visits *www.fedpoffaonline.net*
2. Click "*Click here to Apply for Admission*" link at the left pane
3. Select **School Program**
4. Select your **First choice**
5. Select your **Second Choice**
6. Type your **Firstname**
7. Type your **Middlename**
8. Type your **Surname**
9. Type your **Mobile Phone Number**
10. Type your **e-Mail Address**
11. Click *Continue* button
12. Click "*Make Payment from Interswitch webPAY*" link button
13. 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 Number**" generated by the portal each time you attempt to make a payment.
14. If you think there is an error with the amount payable, just click on the "*Cancel*" link to restart the payment process.
15. Otherwise, click on the "*Pay*" button to continue.
16. At Interswitch payment page confirm your Name, Application No. and the Amount displayed on the Interswitch web page and select the type of card you want to use.
17. Ensure you have with you an Interswitch enabled Debit/ATM card, specifying the "Card Number", "Expiry Date", "Card PIN" and "CVV2 Code".
18. Supply your Card details and click the "*Pay*" button.
19. You will be redirected back to the Portal 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.
20. Click the "*continue*" button to supply other information.

21.Print the Application Slip