

## LANDMARK UNIVERSITY PAYMENT PROTOCOL

---

Greetings,

A. Kindly find below the procedure for payment.

If your Ward is a **Fresh Student** (i.e. Student yet to be Matriculated, then:

**Step1:** You are expected to login to your portal via <https://admission.lmu.edu.ng/app/fulltime/capply/login> using the details:

**Username:** *your UTME No*

**Password:** (7-digit code used in filling the Application Form).

After logging in, click on **Make Fees Payment**, this opens a new page where you enter how much you are willing to pay.

else, if your Ward is a **Returning or Matriculated Student**, then: **Step 1:** You are expected to login to your portal

via <https://fp.lmu.edu.ng/welcome/login> using the details: **Username:** *surname.firstname*

**Password:** (known to your Ward).

After logging in, click on **Payments & Accounts Info**. and under that you will be able to click on **New Transaction**, this opens a new page where you enter how much you are willing to pay.

To know how much you are expected to pay, after logging in, click on **Payments & Accounts Info**. and under that you will be able to click on **20\*\*/20\*\* Session Bill**, this shows you how much in

---

---

total you are expected to pay, how much you have paid so far and the balance left to pay.

**Step 2: We admonish all Parents to use the payment process as approved by Landmark University and not pay their Tuition into anyone's account number.**

The approved payment procedure includes:

Generate a TransactionID by clicking on **New Transaction** from under the **Payment & Accounts Info**. When the page loads, enter the amount you are willing to pay (e.g 300000) and click on Generate, when the ID is generated, then kindly follow the outlined process below to assist you in your payment:

Step 3: There are two major payment channels both of which are without difficulties.

Option 1: Walk into any Bank (not necessarily your Bank, but preferably) that operates Pay Direct->PayChoice->Landmark University and pay the Amount generated using the Transaction ID - (3061\*\*\*\*\*) and a receipt will be generated for you.

Option 2:

Logon to <https://www.quickteller.com/landmarkuniversity?option=01> (for 100Level), <https://www.quickteller.com/landmarkuniversity?option=02> (for 200Level), <https://www.quickteller.com/landmarkuniversity?option=03> (for 300Level) and <https://www.quickteller.com/landmarkuniversity?option=04> (for 400 & 500 Levels) and follow the instructions.

Please ensure your ATM Card can be used to process online Transaction and there is no transaction daily limit on the Card.

---

---

---

---

Step 4: Follow the instruction promptly and it will lead you to a Successful payment page which you will either save or print.

If there is any issue following the above outlined process, kindly get back to us.

**B. Note:**

LMU operates the following Tranche payment:

**40%** of Total Fee for the Session – **Alpha** Semester Resumption

**20%** Additional Fee – Before commencement of **Alpha** Semester Exams

**20%** Additional Fee – Before Resumption of **Omega** Semester

**20%** Balance of Fee - Before commencement of **Omega** Semester Exams

**C. Note Further:**

The percentage % of the Fee calculation is subject to payment of all outstanding Fee from previous Session.

Example: Suppose someone is owing a fee from previous 2022/2023 Session (say - #43,800). And the fee for the **2023/2024** Academic Session is **#1,042,000**. Such a student sees a total payable fee of **#1,085,800.00**.

The fee percent is calculated based on Fee for the Current Session, having paid all outstanding balance of previous Session.

Hence, the aforementioned student is expected to make a payment of **#43,800** + (**40%** of **#1,042,000**) in order to be qualified to resume. This means for the student, what is expected is:

**#43,800** + (**40%** of **#1,042,000**) – **Alpha** Semester Resumption

**#43,800** + (**60%** of **#1,042,000**) – Before commencement of **Alpha** Semester Exams

**#43,800** + (**80%** of **#1,042,000**) – Before Resumption of **Omega** Semester

**#43,800** + (**100%** of **#1,042,000**) - Before commencement of **Omega** Semester Exams

For Further inquiries, contact:

[dfs@lmu.edu.ng](mailto:dfs@lmu.edu.ng), [dcsis@lmu.edu.ng](mailto:dcsis@lmu.edu.ng) and [dsa@lmu.edu.ng](mailto:dsa@lmu.edu.ng)