



UBa 2018/2019 Online Registration

Returning Students

- 1 Create a Student Account at www.ubastudent.online using your Registration Number if you do not have one.
- 2 Log into your Student Account and Submit Your Information Online for Verification.
- 3 Click on the Pay Fee Tab
- 4 Pay your Online Service Charge with MTN MoMo
- 5 Select to pay your Registration Fee and Medical fee
- 6 Select your fee Payment Channel
- 7 Make Payment to University's Account (Registration Fee = 50000 CFA and Medical and Insurance Fees = 6700 CFA)
- 8 Click on your Profile Picture (or icon) to go to Drop-down Menu
- 9 Click on the Transaction Details Link to View, Download and Print Receipts
- 10 Go to your Department with evidence of the Information Submitted (in Step 2) to be validated online (For those whose biodata are not online).
- 11 Go for your Medicals at the Health Unit and Validation Online
- 12 Log into your Student Account and Register for your Courses
- 13 You can print your form B for your records. However you will not be required to submit or present it.