



5059

Special Release

15 September, 2026

NEW GUIDELINES ON THE COLLECTION OF STATEMENTS OF RESULT (SOR) AND CERTIFICATES

The University wishes to inform all graduates and relevant stakeholders of the approved guidelines governing the collection of Statements of Result (SOR) and Certificates.

COLLECTION OF STATEMENTS OF RESULT (SOR)

Graduates are required to collect their Statements of Result (SOR) within six (6) months from the date they are notified that the documents are ready for collection.

Any graduate who fails to collect his or her Statement of Result within the stipulated period shall be required to pay a non-collection penalty of ₦2,500.00 before the document can be released.

VALIDITY OF STATEMENTS OF RESULT

The Statement of Result shall be valid for a period of two (2) years from the date of issuance.

The Statement of Result is an interim document pending the collection of the Certificate, which remains the University's official and permanent evidence of graduation and qualification. Graduates are therefore expected to collect their Certificates within the two-year validity period of their Statements of Result. The following inscription shall appear on the Statement of Result:

"Valid for Two (2) Years from the Date of Issuance."

COLLECTION OF CERTIFICATES

Certificates shall be available for collection from the date of the Convocation Ceremony up to one (1) year thereafter, upon payment of the prescribed statutory fee of ₦7,500.00 approved by the University for the issuance and collection of Certificates.

Where a Certificate remains uncollected after the expiration of the initial one-year collection period, the following non-collection penalties shall apply:

Collection Period	Applicable Fee/Penalty
Within one (1) year of notification	Statutory Certificate issuance and collection fee of ₦7,500.00
After one (1) year but not exceeding five (5) years	₦25,000.00
After five (5) years but not exceeding ten (10) years	₦50,000.00
Beyond ten (10) years	Certificate liable to be shredded

Please note that the prescribed non-collection penalties are separate from, and do not include, the statutory fee of ₦7,500.00 approved by the University for the issuance and collection of Certificates.

All graduates and relevant stakeholders are advised to take note of these guidelines and comply accordingly.

Thank you.

G. O. Saliu, *JP, fspsp, FNIM, FCIML, MANUPA, MAUA (UK)*
Registrar