



ADEKUNLE AJASIN UNIVERSITY, AKUNGBA-AKOKO

ITRANSRIPT APPLICATION SYSTEM

GRADUATE END

1. All Graduates intending to apply for Transcript Should visit <https://itranscript.aaua.edu.ng> and carefully read the popup message for Application Procedure.

The screenshot displays the AAUA ITRANSCRIPT application system interface. A popup window titled "STEPS FOR TRANSCRIPT APPLICATION" is open, providing detailed instructions for users. The main interface shows a navigation menu on the left with options like "Home Page", "Transcript Page", "Confirm Payment", "Contact Us", "FAQ", "Looking For Something Else?", and "Login Page". The main content area displays "AAUA Online Transcript Page" with a navigation bar including "Home", "Apply Now", "Confirm Payment", "Track Transcript", "Check Result", and "Help Desk". A "Click Here" button is visible in the main content area.

STEPS FOR TRANSCRIPT APPLICATION

TO MAKE A TRANSCRIPT APPLICATION

1. Login to the AAUA Itranscript page <https://itranscript.aaua.edu.ng>
2. Upon your first visit to the platform, if your admission year is from 2012 to date, you can kindly click on Apply Now and Log in with your matriculation number and your surname then you will be prompted to update your profiles (i.e your email, phone number and your start session and end session).But if your academic session is before 2012, kindly click on Apply Now. Then Register (New User) and Complete the Registration form.
3. For users with academic session before 2012. You will be requested to provide your matriculation number which will serve as your Itranscript user name on the AAUA Itranscript portal.
4. Please, complete the form accurately, providing your personal details, password, Faculty, Department, and transcript degree requesting for. Then click on Register to proceed.
(Please, note that it is important you provide a valid email address and complete information. These would be used by the AAUA Itranscript platform to send status alerts of your application to you.)
5. Login to Your User Dashboard using your Matriculation Number as Username and your Surname as password. Click on "Apply for New Transcript" for transcript application.
6. Next you will be requested to provide the information of the Institution you want to send the transcript to. (Please be careful to provide correct information about your intended Institution Name, Full address of Institution (with P.M.B), faculty, and department, Programme you have applied for and academic session.(Ensure that your information are detailed and accurate). Then you click on "APPLY".
7. A preview of your profile information provided will be display, please, do confirm your information before clicking on the "MAKE PAYMENT" button
8. You will be directed to the Remita Payment-Gateway for you to generate your Remita RRR:
 - (i) You can pay directly online through (remita.net) using your RRR generated OR
 - (ii) You can also pay through any of the BankOutLet.
 - (iia. If payment is made through Bank then you would be requested to Confirm the payment by Clicking on "Confirm Payment Link" on Itranscript User Dashboard.)
 - (iib. Type in your Transaction Order ID and your RRR generated, these can be found on your view invoice generated payment

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2. For Graduates from **academic 2012/2013** till date Click on “APPLY NOW” and login with your matriculation number and your surname then update your profile, but Graduates before this academic session and whose matric number is not on our new portal should please click on “Register(New User)” for Application Registration

Already Registered, Please Login here

Enter your Matric Number and password

Matric

Please Enter your Surname

Sign in

[Confirm Payment](#) [Forgot Password](#) [Register \(New User\)](#)

Waiting for transcript.aaua.edu.ng...

3. ITranscript Applicants with **academic sessions before 2012/2013** are expected to carefully provide the information as required in the form and then Login to their ITranscriptUser Dashboard



Welcome to the Adegkunle Ajasin University Itranscript page

SECTION A

Please Fill Details To Register

Surname: (Last Name)

Surname

Middle Name:

Middle Name

First Name:

First Name

Matriculation Number:

Matriculation Number

Telephone Number:

+234-8050302225

- To apply for Transcript Using Itranscript Platform, the Applicants are to click on Apply for New Transcript and complete the information of the University requesting for Transcript.

The screenshot shows the AAUA ITRANSCRIPT User Dashboard. At the top, there is a navigation bar with the AAUA logo, the text "ITRANSCRIPT", and user information including "check mail", "TRACK", and "Welcome: 130212013". Below the navigation bar is a sidebar menu with the following items: "WELCOME", "Online", "Dashboard", "Transcript Page" (with a notification badge '5'), "Make Payment(REMITA)", "Confirm Payment", "Apply for New Transcript", "Print Student Copy", "Transcript history", "Payment Detail", "FAQ", "Quick links" (with a notification badge '2'), and "Logout Page". A red notification message at the bottom of the sidebar reads "Your Biodata is Updated". The main content area is titled "User Dashboard" and contains five interactive cards: "Track Transcript" (with a notification badge '2'), "Messages", "Payment Detail", "value", and "Track Number:". Below these cards is a section titled "Welcome to Your Student Dashboard" which is currently empty. The browser address bar at the bottom shows the URL "localhost/transcript.aaua.edu.ng/a/student.php#".

AAUA ITRANSCRIPT

check mail TRACK Welcome: 140102126

User Picture

WELCOME

Online

Dashboard

Transcript Page 5

Make Payment(REMITA)

Confirm Payment

Apply for New Transcript

Print Student Copy

Transcript history

Payment Detail

FAQ

Quick links 2

Logout Page

Your Biodata is Updated

Apply for Transcript

PLEASE FILL IN INFORMATION OF INSTITUTION(Where you want to send transcript to)

Section A

140102126 OPELOYERU, nafisat mojisola

INSTITUTION REQUESTING FOR TRANSCRIPT INSTITUTION ADDRESS

Send Transcript through: Email Courier

INSTITUTION EMAIL ADDRESS

FACULTY APPLIED TO DEPARTMENT APPLIED TO

Region/Province/State (For Institution Applied to):
Please Select Transcript Region. Select Country

Choose Academic Session (For Institution Applied to)

Programme Applied to:
Choose programme

Register

5. For our Payment System (REMITA). Kindly click on “Make Payment (REMITA)” then you will be redirected to generate a Remita Code (RRR) which will be used to pay in any Bank on Remita Platform” or you can also visit Remita Online for Inline payment <https://remita.net>.

You can generate RRR either for your Student copy or Original copy. (Note that the student copy is only available online for academic session from 2012/2013 and above or for any one on our new portal and should not be used for any official purpose.)

AAUA ITRANSCRIPT check mail TRACK Welcome: 130212013

Appy for Transcript

PLEASE PROCEED FOR PAYMENT OF TRANSCRIPT REQUESTED

Transcript Application Form Submitted!

Please Generate Your RRR for Remita Payment. Please Click Make Payment to Proceed.

Personal Information	Payment Details
Full Name: RAJI, kehinde grace Matric No: 130212013 Transcript Institution: UNIVERSITY OF IBADAN	Application Fee: N 17000 excluding bank charges Payment Type: Itranscript Payment Transaction ID: TRSSbceadb77a97

[MAKE PAYMENT](#) [Cancel To Pay Later](#)

Dashboard
Transcript Page 5
Make Payment(REMITA)
Confirm Payment
Apply for New Transcript
Print Student Copy
Transcript history
Payment Detail
FAQ
Quick links 2
Logout Page
Your Biodata is Updated

AAUA ITRANSCRIPT check mail TRACK Welcome: 140102126

PAYMENT REFERENCE NUMBER GENERATED, PROCEED TO BANK WITH THIS NUMBER FOR PAYMENT (120250524893)

Generate RRR Confirm Payment View Generated Invoices Print Payment Details

Please Generate your Remita (RRR)

Transcript Paying For:

Payment Type:

[Generate RRR](#)

Dashboard
Transcript Page 5
Make Payment(REMITA)
Confirm Payment
Apply for New Transcript
Print Student Copy
Transcript history
Payment Detail
FAQ
Quick links 2
Logout Page
Your Biodata is Updated

6. The Remita RRR generated can be viewed and downloaded under the “View Generated Invoices”

The screenshot shows the AAUA ITRANSCRIPT dashboard. The top navigation bar includes the AAUA logo, the text "ITRANSCRIPT", and utility links for "check mail", "TRACK", and "Welcome: 130212013". The left sidebar contains a "WELCOME" message, a status indicator "Online", and a menu with options: Dashboard, Transcript Page, Make Payment(REMITA), Confirm Payment, Apply for New Transcript, Print Student Copy, Transcript history, Payment Detail, FAQ, Quick links (with a count of 2), and Logout Page. A notification at the bottom of the sidebar states "Your Biodata is Updated".

The main content area has four tabs: "Generate RRR", "Confirm Payment", "View Generated Invoices" (which is active), and "Print Payment Details". Below the tabs is a table of generated invoices:

Matric No	RRR Number	Transaction ID	Amount Paid	Payment For	
130212013	240249703501	5bc72ef5131cd	1000.00	AAUA Itranscript Student Copy	Download
130212013	250249786364	5bc7726f4e70d	1000.00	AAUA Itranscript Student Copy	Download

The browser address bar shows the URL: localhost/itranscript.aaua.edu.ng/a/remitapayment.php#payment

- After your Payment is made, you are requested to confirm the payment on your itranscript Payment dashboard providing your RRR code and your Transaction ID on your Invoice.

This screenshot shows the "Confirm Payment" tab selected in the dashboard. The main content area displays the heading "Please Confirm your Payment" and two input fields: "RRR(Remita Code)" with a placeholder "RRR Code" and "Transaction ID" with a placeholder "Transaction ID". A green "Confirm Payment" button is located below the input fields.

The browser address bar shows the URL: localhost/itranscript.aaua.edu.ng/a/remitapayment.php#passwordTab

- You can print or download your payment details for each transcript applied for

AAUA ITRANSCRIPT

check mail TRACK Welcome: 130212013

User Picture

WELCOME

Online

Dashboard

Transcript Page

Make Payment(REMITA)

Confirm Payment

Apply for New Transcript

Print Student Copy

Transcript history

Payment Detail

FAQ

Quick links

Logout Page

Your Biodata is Updated

Generate RRR Confirm Payment View Generated Invoices **Print Payment Details**

Matric No	RRR Number	Transaction ID	Amount Paid	Payment For	
130212013	240249703501	5bc72ef5131cd	1000.00	AAUA Itranscript Student Copy	Print

localhost/itranscript.aaua.edu.ng/a/remitapayment.php#settings

9. Applicants will receive a feedback on their User Dashboard and email address provided, Indicating if their Payments are Successful or Unsuccessful.

AAUA ITRANSCRIPT

check mail TRACK Welcome: 140102126

User Picture

WELCOME

Online

Dashboard

Transcript Page

Make Payment(REMITA)

Confirm Payment

Apply for New Transcript

Print Student Copy

Transcript history

Payment Detail

FAQ

Quick links

Logout Page

Your Biodata is Updated

PAYMENT REFERENCE NUMBER GENERATED, PROCEED TO BANK WITH THIS NUMBER FOR PAYMENT (120250524893)

Generate RRR Confirm Payment View Generated Invoices Print Payment Details

Please Generate your Remita (RRR)

Transcript Paying For: select Transcript Type

Payment Type: select Payment Type

Generate RRR

10. To Track Your Transcript. Login to Your User Dashboard and Click on “Transcript Page” and then “Track Now”. To get your TRACKID for each Transcript applied check your Payment Detail



Welcome to the Adekunle Ajasin University Itranscript page

Already Registered, Please Login here

Enter your Track ID and password

TRACK NOW

Forgot Password

11. Applicants can Track the movement/status of their Transcript.

The screenshot displays the 'USER TRANSCRIPT Page' on the AAUA ITRANSCRIPT portal. The page features a navigation sidebar on the left with options like 'Dashboard', 'Transcript Page', 'Make Payment(BANKIT)', 'Confirm Payment', 'Apply for New Transcript', 'Transcript history', 'Payment Detail', 'FAQ', 'Contact Us', 'Quick links', and 'Logout Page'. The main content area shows a 'TRACK TRANSCRIPT' section with a vertical flow of four steps: 1. 'PAYMENT CONFIRMATION' (green circle) with a checkmark icon, stating 'PAYMENT THROUGH ETRANZACT YOUR PAYMENT WAS SUCCESSFUL FOR TRANSCRIPT PROCESSING'. 2. 'EXAMS AND RECORDS' (orange circle) with a document icon, stating 'YOUR TRANSCRIPT IS CURRENTLY UNDER PROCESSING'. 3. 'TRANSCRIPT VERIFICATION' (blue circle) with a document icon, stating 'YOUR TRANSCRIPT IS CURRENTLY UNDER VERIFICATION'. 4. 'FINAL TRANSCRIPT PROCESSING' (red circle) with a location pin icon. The top of the page includes the AAUA logo, 'ITRANSCRIPT' branding, and user information: 'check mail', 'TRACK', and 'Welcome: 050404040'.

12. Track status Before Final Transcript Processing and Courier Service Delivery

The screenshot displays the AUA ITRANSCRIPT tracking interface. At the top left is the AUA logo and the text 'ITRANSCRIPT'. On the top right, there are links for 'check mail', 'TRACK', and a user welcome message 'Welcome: 050404040'. A left sidebar contains 'Quick links' and 'Logout Page'. The main content area features a vertical progress bar with four stages: 'TRANSCRIPT VERIFICATION' (highlighted in blue with a document icon), 'FINAL TRANSCRIPT PROCESSING' (with a location pin icon), 'COURIER SERVICE' (with an envelope icon), and 'DELIVERY REPORT' (with a checkmark icon). The 'TRANSCRIPT VERIFICATION' stage includes the text 'YOUR TRANSCRIPT IS CURRENTLY UNDER VERIFICATION.' Below the progress bar, there are input fields for 'FINAL TRANSCRIPT PROCESSING' and 'DELIVERY REPORT', with a dropdown arrow in the latter.

13. Track Status after Final Transcript Processing and Courier Service Delivery

This screenshot shows the AUA ITRANSCRIPT tracking interface with the 'FINAL TRANSCRIPT PROCESSING' stage highlighted. The progress bar now has a red location pin icon at this stage. The 'TRANSCRIPT VERIFICATION' stage is now a plain blue bar. The 'COURIER SERVICE' and 'DELIVERY REPORT' stages remain the same. The 'DELIVERY REPORT' section includes a dropdown arrow.

For any enquiry, please send mail to itranscript@aaua.edu.ng or visit the Examination and Record office of the University.