



## LASPOTECH ACADEMIC POLICY & REGULATION

### ADMISSION POLICY

In pursuance of its objective of providing technology manpower for the country, the polytechnic had adopted an admission policy of ratio 60/40 favour of science and technology programmes over management relation programmes.

However, the dictate of the labour market as well as the dearth of qualified candidate for science and Technology based programmes have made the attainment of this objective a bit difficult. Nevertheless, the polytechnic continues to strive towards achieving this goal.

### HOW TO APPLY FOR ADMISSION INTO A PROGRAMME

All direct admission into the national diploma (ND) programme by the joint Admission and Matriculation Board (JAMB), except for candidate who enrolled for the institution other programmes. Usually, a protective candidate for National Diploma programme applies to JAMB for application form, writes the matriculation examination and on the criteria that may be laid down by the institution a candidate may be offered provision admission. The final admission of the candidate however rests on his meeting the minimum admission requirements as laid down by the NBTE.

In the case of admission into other programme offered by the Polytechnic, namely, the Higher National diploma (HND) and the Preliminary National Diploma (Pre-ND), the Preliminary Higher National Diploma (Pre-HND), the School of Part-Time Studies (ANNEX), the School of Part-Time Studies (DAY), the School of Part-Time Studies (REGULAR), the following procedure may apply:

- **All application form is now filled and submitted online through the LASPOTECH Student Portal – [www.mylaspotech.com](http://www.mylaspotech.com).** Applicants will go and purchase LASPOTECH Admission Scratch Card from any branch of First City Monument Bank Plc and EIB International Bank Plc. Obtain the PINs beneath the card to login to our portal for online admission process.
- Admission of a candidate into a programme is the prerogative of the Academic Board of the institution which must ensure that the candidate meets the minimum entry requirement for Technical Education (NBTE) below:

### GENERAL ENTRY REQUIREMENT FOR HND PROGRAMMES

Applicants with all the following qualifications may be considered for direct entry into the Higher National Diploma Programmes:

1. The minimum entry requirements for the ND programme specific field or their equivalents.
2. The National Diploma obtained from an NBTE accredited programme. A limited number of candidates with pass ND certificate and a minimum of two years post ND work experience may also be considered.
3. A minimum of one year post National Diploma cognates work experience in the field of specializations.

#### **ENTRY REQUIREMENT INTO PER-NATIONAL DIPLOMA PROGRAMMES**

For the preliminary National Diploma programmes, the entry requirement is **4 SSCE/GCE/NECO/NABTEB** ordinary passes in at least two sitting in subject relevant to the programme.

Specific admission requirement for the per-ND programme are as follows:

Pre-ND science and Technology:

1. SSCE/ GCE/NECO/NABTEB ordinary passes or their equivalent in English Language, Mathematics and two subjects from physics, Chemistry, Biology, or all three science subject depending on the programmes in which the applicant will finally enroll.
2. City and Guilds/ WACE intermediate certificate and the Federal craft certificate with credit pass in English Language, Mathematics and integrate physical science (Physics/Chemistry).
3. National Technical certificate (NTC) with a credit pass in trade and passes in English Language, Mathematics, physics with Chemistry and one the following: Technical Engineering, Drawing, General Metal work, General woodwork, etc.

#### **GENERAL ENTRY REQUIREMENTS FOR NATIONAL DIPLOMA PROGRAMMES**

The minimum entry requirement for the ND programme is as follows:

1. **SSCE/GCE/NECO/NABTEB** ordinary Level or its equivalent with credit in four subjects relevant to the programme at not more than two sittings:

2. Four credit passes in relevant subject obtained at the final examination of NBTE recognized preliminary ND programme offered in a polytechnic or similar post secondary technical institution.
3. The National Technical certificate (NTC) National Business certificate (NBC) with credit in all passes in the trade modules, four academic subjects relevant to the programme and at least a pass in English Language.
4. A pass in the JABM-PCE examination, which is conducted annually

### **Applicants for Technology Programmes**

Candidates should have a pass at credit level in Mathematics and at least a pass in English Language.

Exceptions are;

- a. Mass communication and Art Design in which a pass credit level is required in English Language (not Literature in English). A pass grade in Mathematics and physics is desirable but not a compulsory requirement;
- b. Hotel and catering Management in which a pass grade in Mathematics is desirable although not compulsory requirement.

### **Applicants for Business studies programmes**

Candidate should have credit passes in English Language and Mathematics.

For secretariat studies, a credit pass in English Language (not Literature in English) is required. Although, a credit pass or pass grade in Mathematics is desirable, it is not a compulsory requirement.

### **SPECIFIC ADMISSION REQUIREMENTS FOR EACH PROGRAMME**

A comprehensive list of the programmes and their requirement are shown under each heading below together with the **4 SSCE/GCE/NECO/NABATEB O'**

Level subject relevant to the programme which credit passes are required are:

#### **AGRICULTURE AND RELATED TECHNOLOGY PROGRAMMES**

##### **Agriculture Technology**

**4 SSCE/GCE/NECO/NABTEB `O' Level** subject Relevant to the programme Biology/Agriculture science, chemistry and two of the following:

1. Geography, 2. Mathematic, 3. Economic, 4. Statistic, 5. English Language, 6. Physics

At least passes in English Language and Mathematic are compulsory

##### **Agriculture Engineering Technology**

**4 SSCE/GCE/NECO/NABTEB `O' Level** Subject Relevant to the programme

Mathematics, Physics, Biology/Agriculture Science, or Chemistry and one other subject.  
At least passes in chemistry, Biology and English Language are compulsory.

## **ART, PRINTING AND RELATED PROGRAMMES**

### **Art and Design**

#### **4 SSCE/GCE/NECO/NABTEB `O' Level Subjects' Relevant to the programme**

English Language, Art and two of the following:

1. History, 2. Chemistry/ Physical Science, 3. Biology, 4. Literature in English, 5. Mathematics, 6. Clothing and Textiles, 7. Religion Knowledge.

### **Mass Communication**

English Language and three other subjects from:

1. History, 2. Literature in English, 3. Economics, 4. Art, 5. Government, 6. A Physical Science, 7. Geography.

*Passes in Mathematics, Physics, Electronics/Basic Electricity will be an advantage.*

## **BUSINESS STUDIES PROGRAMMES**

- ★ Accountancy
- ★ Business Studies
- ★ Marketing and Finance
- ★ Insurance

#### **4 SSCE/GCE/NECO/NABTEB `O' Level subject relevant to the programme**

English Language (not Literature in English and Mathematics and any two subjects from the following:

1. Economics, 2. Business Studies, 3. Principle of Accounts, 4. Commerce, 5. Statistics, 6. Geography, 7. Government, 8. Agriculture Science/Biology.

### **Secretarial Studies**

#### **4 SSCE/GCE/NECO/NABTEB 'O' Level Subject relevant to the programme**

English Language (not Literature in English) and Mathematics and any two subjects from the following:

1, Business Methods 2, Commerce 3, Economics 4, Typewriting 5, Shorthand 6, Principles of Accounts 7, Mathematics 8, History 9, Literature in English 10, Government 11, Geography 12, Religion Knowledge 13, Biology Agricultural Science

*A pass in Mathematics and a science subject is desirable although not compulsory requirements.*

## **ENGINEERING TECHNOLOGY PROGRAMMES**

- ★ Civil Engineering Technology

- ★ Electrical/Electronic Engineering Technology
- ★ Mechanical Engineering Technology

**SSCE/GCE/NECO/NABTEB `O` Level Subject relevant to the programme**

Mathematics

One Science subject from:

Chemistry, Biology/Agriculture Science and one other subject

At least a pass in English Language is required

In addition, credit or pass in any of the following subject will be an advantage:- Technical Drawing- Basic Electronic/Basic Electricity-Auto Mechanics- Metal work- wood work (for Civil Engineering Technology) – Fine Art

**Chemical Engineering Technology**

**SSCE/GCE/NECO/NABTEB `O` Level Subject relevant to the programme**

Mathematics, Chemistry, Physics

And one subject from any of the following:

- Technical Drawing – Biology (or Agricultural Science)
- Additional Mathematics – Statistics - Basic Electronics - Metal work - Wood Work – Fine Art - English Language – Geography – Economics

At least a pass in English Language is compulsory.

**ENVIRONMENTAL DESIGN PROGRAMMES**

**Architectural Technology**

**SSCE/GCE/NECO/NABTEB `O` Level subject relevant to the programme**

Mathematics and physics/Chemistry and any two subject from the following

1, Biology 2, Physics 3, Chemistry 4, English Language 5, Geography 6, Economics 7, Religion Knowledge 8, Technology Drawing/Art

And at least a pass in English Language (not Literature in English).

A pass in Art or Technology Drawing will be an advantage.

**Quantity Surveying and Building Technology**

Mathematics and physics or chemistry and any two of the

Following:

1, Economics, 2, Technology Drawing/Art 3, Chemistry 4, Geography 5 Wood Work 6, Biology 7, English Language 8, Building Construction

At least a pass in English Language is Compulsory.

A pass in Art or Technical Drawing will be an Advantage.

**Estate Management**

**SSCE/GCE/NECO/NABTEB `O` Level Subject Relevant to the programme**

Mathematics, English Language, a basic science and any one from following:

1. Geography, 2. Economics, 3. Physics, 4. Biology, 5. Chemistry, 6. Technical Drawing, 7. Art, 8. Wood Work, 9. Literature, 10. Metalwork, 11. Principle of Accounts, 12. English Language.

### **Town and Regional Planning**

Mathematics and three other subjects from:

1, English Language 2, Economics 3, Geography 4, Art/Technical Drawing 5, Statistics  
6, Chemistry 7, Physics 8, Biology/Agriculture Science

*One of the three subjects must be a basic Science Subject. At least a pass in English Language is compulsory.*

### **HOSPITALITY AND RELATED PROGRAMMES**

#### **Hotel and Catering Management**

#### **SSCE/GCE/NECO/NABTEB `O` Level Subjects**

#### **Relevant to the programme**

Biology/ Agriculture Science and any three of the following:

1. Physics, 2. Chemistry, 3. Mathematic/Statistic, 4. Economics, 5. Foods and Nutrition/Home Management, 6. Health Science, 7. Geography, 8. English Language

*At Least a pass grade in English Language is Compulsory.*

### **SCIENCE, COMPUTING AND RELATED PROGRAMMES**

#### **Food Technology**

#### **SSCE/GCE/NECO/NABTEB `O` Level Subjects**

#### **Relevant to the programme**

Chemistry and Biology/Agriculture Science and any two of the following:

1, Physics 2, Mathematics 3, Economics 4, English Language 5, Additional/Further Mathematics 6, Statistics

*At Least ordinary passes in Physics, English Language and Mathematics are compulsory.*

#### **Science Laboratory Technology**

Mathematics two subjects from:

1. Physics, 2. Biology/ Agriculture Science, 3. Chemistry, and one other subject from: Technical Drawing, Metal and Wood Works, Geography, Further Mathematics, Art Physics, Biology, Agricultural Science, Chemistry and English Language.

At Least a pass in each of the three basic sciences – Biology, Chemistry, Physics and English Language is compulsory.