



BETHEL COLLEGE OF EDUCATION, IJARE, ONDO STATE

Follow These Simple Steps to Apply for NCE and B.Ed degree

These simple steps would assist you to easily pay and complete your online application form. Firstly browse to www.BethelCollege.edu.ng and click on Bethel Portal or alternatively, browse to www.BethelCollege.edu.ng/BethelPortal.

Step 1: Read Carefully the Instructions

Read the instructions carefully on the "How to Apply" section of the site. To access this page, Click on the Prospective Student Section on the Home Page.

Step 2: Supply Your Preliminary Details

- i. Point to the Apply submenu on the left side menu of the "How to Apply" page, Select Application Form.
- ii. On the Application Mode Page, Select your desired Application Type.
- iii. Supply details such as surname, first name, other names, email, telephone and pass word on the Preliminary details page.
- iv. Click on the continue button to proceed.

Step 3: Confirm your details and Make Your Payments

- i. On the confirmation page, note your Transaction ID. Also note that the transaction ID is important for all
- ii. correspondences between you and the school concerning the transactions.
- iii. Click on the Make Payment to load the interswitch payment gateway
- iv. iii. Supply your ATM card details on the interswitch payment interface and click on Pay.
- v. Click on the continue button to complete the payment process.

Step 4: Complete the Application Form

- i. If your payment is successful, the NCE application form with your Application Form No will be loaded. Supply your
- ii. information and continuously click on the Next button till you complete the form.
- iii. On completion of the form, you can also download a copy of the online application and Payment Receipt.
- iv. Completed online application forms should be downloaded accompanied with
 - 1 Photostat copy of WASC/GCE O'Level Certificate or equivalent
 - 2 Passport size photograph (One affixed to this form and the other on the eligibility card)
 - Photocopy of Marriage Certificate or Affidavit (In case of married student only)
 - Attach 2 stamped, Self-Addressed Foolscap Envelopes
 - Evidence of payment

All should be addressed and sent by courier services or by hand to: The Registrar, (Bethel College of Education, Ijare, Ondo State)