

## **IMMIGRATION QUALIFICATION REQUIREMENTS**

1. This guide is for students of Foreign Nationality that have secured admission to study at Covenant University, Ota, Nigeria.
2. A foreign/international student is defined as a prospective student who has been educated abroad, a citizen of a country other than Nigeria, a Nigerian citizen who has been educated abroad and who is a citizen of another country by birth or naturalization (Dual Citizenship). He/She must be in possession of International Passport of another country (besides Nigeria).
3. Such students must possess a duly authorized and current admissions letter by the Covenant University Registrar. It is important that all details appearing on this letter must be in consonance with all legal documents owned by the prospective student.
4. Before entry into Nigeria, an admitted student must possess the requisite visa to validate his length/purpose of stay in the country. Nigerian Visas are obtained in the Countries where prospective students are domiciled or the nearest Nigerian Mission nearest to their Countries of residence.
5. Admitted foreign nationals are to apply for the Subject To Regularization (STR) Visa/Entry Permit.

### **6. CERPAC GUIDELINES**

- a. Admitted foreign Nationals must also procure the CERPAC (This is the acronym for Combined Expatriate Residence Permit and Aliens Card). In doing that you must purchase a CR (Concessionary) form for \$200. It is meant for Missionaries, Students, Non ECOWAS African Nationals and Cameroonians

#### **b. General Instructions:**

- i. The CERPAC form as endorsed is valid for three (3) months from the date of purchase.

- ii. Please endorse the two sample forms also from the point of collection of the CERPAC Booklet Guidelines.
  - 1. Please read through both forms carefully before completing them.
  - 2. Use a black ball point pen and complete the forms in capital letters.
- c. **Please Note the following:**
  - i. The envelope containing this CERPAC Pack should be preserved. You will require this envelope at the time of submitting your forms and documents.
  - ii. All fees paid to obtain forms are not refundable.
  - iii. In the event of loss of form(s), replacement will be treated as a new issue and will attract the original fees.
  - iv. Any erasures, cancellation, or defacement of any sort shall render the form(s) void.
  - v. Any form(s) voided as in 2.4 (above) must be returned as a complete set to the bank of purchase for replacement. Such replacement will attract a service charge and pack cost of N2,500(Two Thousand, Five Hundred Naira) payable to the Bank.
- d. **Other requirements:**
  - i. Three (3) Nos. "2 x 2" passport photographs on white background should be submitted with the completed forms. One of the photographs should be attached to the bottom right-hand side of the CERPAC form titled "Receipt and Temporary Card".
  - ii. Append your signature beside your photograph attached on the form (as in 3.1 above)
  - iii. Enclose also one (1) No. facial portrait measuring 4' x 3' (inch) white background
- e. All completed forms and documents should be submitted to the Immigration State Command where your file(s) is (are) located, for Verification and Clearance.
- f. At the time of submitting the completed forms and documents, you will be required to present your original Passport for Verification of the documents presented.
- g. When your forms and documents are received, verified and endorsed by the relevant Immigration State Command, an Immigration/CERPAC Stamp will be applied to your Receipt/Temporary Card. Please ensure that the

Receipt/Temporary Card is authenticated and returned to you. You will also be required to physically come into a CERPAC office for the capture of your **Digital Personal Identification**.

**7. PROCEDURE FOR REGULARIZATION OF FOREIGN/INTERNATIONAL STUDENTS**

- i. Formal letter of application for regularization from student
  - ii. Letter of recommendation from the Institution and acceptance of Immigration responsibility
  - iii. A copy of Admission letter
  - iv. A copy of letter of acceptance
  - v. Evidence of payment of School fees
  - vi. Photocopy of relevant pages of the applicant's passport including the page of relevant visa
8. All other details can be secured from the Nigerian Embassy in your country of origin. You can also contact the Nigerian Immigration Service website: <http://www.immigration.gov.ng/> for more information.