# TRAINING MANUAL WAEC VERIFICATION OF RESULT



- Select from the account option either to get access as an Institution or an Individual
- Click the 'Start' button to continue



# **INSTITUTION ACCOUNT**

This comprises of two options namely: Existing subscription and new subscription.

- For existing subscription; type in your username and password and click 'Sign In'
- For new subscription, click the 'Make Payment' link

THE WEST AFRICAN EXAM 21, Hussey Street, PMB 1022, Yab VERIFICATION OF	INATIONS COUNCIL Da, Lagos, Nigeria
Existing Subscription User Name: soji Password: ••••••• Sign In :: Forgot Your Password. Click Here (How To Purchase Subscriptions Online )	New Subscription To initiate payment click on the interswitch logo below. Make Payment Make Payment
To create a new subscription, you have to pay for the number of subscription you want to pay for. The online payment module provides a secure channel to make payments directly through interswitch. After successfully making payments, the number of units automatically paid for will be generated	Kindly note that the Unit Cost is N300.00 Click Interswitch Transaction History in case of failure during payment transaction
Contact Us	

#### **NEW SUBSCRIPTION FORM**

• For new subscription, click the 'Make Payment' link to pay for subscription

To initiate payment click on the interswitch logo below.



- Read the Terms & Condition
- Check the 'I agree to all information' to continue
- Click the **'Continue'** button that comes up.

	21, Hussey Street, PMB 1022, Yaba, Lagos, Nigeria
P	VERIFICATION OF RESULTS
	me available from 1980 to 2011
Passnort	s are not available for results earlier than 1999
Some res	sults may not have passport from 1999 to 2011
• The fact	that there are no passport for a result does not invalidate it
I agree to	all information

• A page comes up for you to fill in the subscription information

VERIFICATION OF RESULTS	
VERIFICATION OF RESULTS	
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Institution Name*:	
Address*:	
Administrator Surname*:	
Administrator Firstname*:	
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Confirm Password:	
Secret Question*:	
Answer*	
Confirm Answer:	
Finality	
Subscription Rate Per Candidate(Naira) 300.00	
Validate Yourself	
30 * 5 = Bequest New Question	

• Make sure the form is completed and all conditions are met

21, Hussey Si	rreet, PMB 1022, Yaba, Lagos, Nigeria
VERIFICA	ATION OF RESULTS
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Interswitch	
	(1475)
Institution Name*:	WAEC
Address*:	Lagos
Administrator Surname*:	Hassan
Adminstrator Firstname*:	Kolade
Administrator Othernames*:	Noah
Administrator Username*:	Kolade
Password*:	
Confirm Password:	
Secret Question*:	What is your Malden Name
Answer*	noah
Confirm Answer: Mobile Phone*:	(noah
Email*:	kolhas@vahoo.com
Subscription Rate Per Candidate(Naira)	300.00
Total Subscription Units*:	
Validate Yourself	<u> </u>
and the second	

- Click the **'Submit'** button
- A page comes up to give you the summary of the information you just provided so as to confirm the information
- Make sure the Transaction ID is noted and written somewhere by you

	THE WEST AFRICAN EXAMINATIONS COUNCIL 21, Hussey Street, PMB 1022, Yaba, Lagos, Nigeria
- Marker	VERIFICATION OF RESULTS
C	Sonfirm Information
	Vinterswitch Verve Mastercard
	Please Confirm your Information before proceeding and also note your Transaction ID. The Transaction ID is necessary for future correspondence.
	Transaction ID 5374742346 Institution Name: WAEC
	Address: Lagos
	Administrator Firstname: Kolade
	Administrator Usernames: Kolade
	Secret Question: What is your Maiden Name Answer noah
	Mobile Phone: 07030994465
	Subscription Rate Per Candidate 300.00
	Subscription Amount: 900.00 No of Units 3
	Submit
	Contact Us

- After confirming the information, click the **'Submit'** button
- The Secured Interswitch Payment Page comes up



- Select your card type (Interswitch, Verve or MasterCard)
- Input the correct details for your card type



- Click the **'Pay'** button to proceed payment or click the **'Cancel'** button to cancel payment
- Follow the next page to complete your payment

#### **EXISTING ACCOUNT OPERATIONS**

- Change password
- > Verify result
- Check subscription status
- Extend subscription
- > Payment slip
- Mange user(s)
- View activities
- Sign out

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#### **Change Password**

- Click on the 'Change Password' menu
- Type in the current password
- Type in the new password
- Type in the confirmation of the new password
- Click the 'Change' button to save the new password

THI	E WEST AFRICAN 21, Hussey Street, PMB	EXAMINAT 1022, Yaba, Lagos	IONS COUN , Nigeria	ICIL
Current User: <b>Soji</b>	Change Password	N OF RE	SULTS	Sign Out
Check Subscription Status	Extend Subscription	Payment Slip	Manage User(s)	View Activities
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- 	tween 1999 And 2005 Current Password:			
ctures Are Not Available For Exams Be Change Password	Current Password:			
ctures Are Not Available For Exams Be Change Password	Current Password: New password: Confirm New Password: Change			

## **Verify Results**

- Click the 'Verify Results' menu
- Select the type of examination (May/June or Nov/Dec)
- Select the exam year
- Click the 'Check' button to display the candidate result details
- To verify different exam results for candidates, check the **'Different Exam Type'** and complete individual information for each candidate

THE VE	WEST AFRICAN 21, Hussey Street, PMB	EXAMINATIO 1022, Yaba, Lagos, M N OF RES	Iligeria	CIL
Current User: Soji	Change Password	Verify Results		Sign Out
Required Information Please Use This Facility To Check Results For Your Institution Only [Every Result Checked Can Be Traced] Exam Type: May/June Exam Year: 2011 Different Exam Type	Note: Pictures Are Not Available	For Exams Earlier Than 1999.	Some Pictures Are N	ot Available For Exams Betu
	Contac	st Us		

# **Check Subscription Status**

- Click the 'Check Subscription Status' menu
- The remaining available subscription details for the user(s) will be shown

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Current User: <b>Soji</b> heck Subscription S	tatus	Change Password Extend Subscription Note: Pictures Are Not Available	Verify Results Payment Slip For Exams Earlier Than 19	Manage User(s) 99. Some Pictures Are N	Sign Out View Activities Not Available For Exams
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#### **Extend Subscription**

- Click the 'Extend Subscription' menu
- The current rate of subscription will be specified
- Type in the number of units to purchase
- Click the **'Extend'** button to finalize your transaction with the e-Payment gateway

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Current User: Soji	Change Password	Verify Results		Sign Out
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# Payment Slip

- Click the 'Payment Slip' menu
- The purchase details are shown

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• Click the 'Slip' link by the record to download payment slip for each payment

THE WEST AFRICAN EXAMINATIONS COUNCIL 21, Hussey Street, Yaba, Lagos, Nigeria
Verification Of Results
Payment Slip

Institution Name	Soj School
Subscription Count	3.00
Subscription Rate	300
Amount (Naira)	900.00
Payment Date	01/03/2012
Transaction ID	000000362633153

Printed on: 28/05/2012

#### Manage Users

- Click the 'Manage User(s)' menu to create other user for your institution
- Type in the username of the user to be created
- Type in the units of subscription to be allocated to the user
- Type in the password for the user
- Type in the password confirmation
- Indicate If the user is active
- Click the 'Create' button to create the new user for your institution

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nage Users Admir A Pa:	nistrator Subscription : 0 Username : soji Allocated Subscription : 3 ssword(6 Letters min): ••••••• Confirm Password: •••••••			

#### **View Activities**

- Click the 'View Activities' menu
- Select parameter to search by the audits namely: Date, User, Action and Duration
  - Using 'Date' parameter, select the date to view activities for
  - Click the **'Go'** button to display the matched records

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- Using the 'User' parameter, select the user from the drop-down list
- $\circ$   $\;$  Select the date to view activities for that user
- $\circ$  Click the 'Go' button

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- Using 'Action' parameter, type in the keyword to search if necessary
- Click the **'Go'** button

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- Using **'Duration'** parameter, select the start date and the end date to view activities for that duration of days
- Click the **'Go'** button

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neck Subscription Status	Extend S	ubscription	Paym	ent Slip	Manage User(s)	View Activi	ities
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# Sign Out

• Click the 'Sign Out' menu to sign out of your account

# **INDIVIDUAL ACCOUNT**

This comprises two options namely: existing accounts and new accounts.

- For existing accounts, type in your email address and password
- Click the 'Sign In' button to login and perform all available operation

21, Hussey Street, PMB 1022, Yab	INATIONS COUNCIL a, Lagos, Nigeria
Existing Individual Account E-Mail: omolafe@sidmach.com Password: •••••• Sign In :: Forgot Your Password. Click Here How To Verify Result Online	New Individual Check To initiate payment click on the interswitch logo below. Make Payment Make Payment
To verify result, you have to pay for the unit amount. The online payment module provides a secure channel to make payments directly through interswitch. After successfully making payments, you will be allowed to verify the result	Kindly note that the Unit Cost is N300.00 Click Interswitch Transaction History in case of failure during payment transaction
Contact IIs	

#### **NEW SUBSCRIPTION FORM**

• Click the 'Make Payment' link for new subscription

To initiate payment click on the interswitch logo below. Make Payment perversion provided by nterswitch

- Read the Terms & Condition
- Check the 'I agree to all information' to continue
- Click the 'Continue' button that pops up.



• A page comes up for you to fill in the subscription information

	21, Hussey Street, PMB 1022, Yaba, Lagos, Nigeria
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Complete Subscrip	ption Information
Wnterswitch	Verve Masterato
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	First Name*:
	Other Name*:
	Password*:
	Confirm Password:
	Secret Question*:Select-
	Mobile Phone*:
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	Amount (Naira) 300.00
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• Make sure the form is completed and all conditions are met

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Witerswitch	We MasterCard				
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	Answer* h	ienry			
	Confirm Answer: h	ienry			
Email/Vour		07030994465			
cman( <b>tour</b>	Amount (Maira) 200	nenchuks@yahoo	.com		
Validate Yourself	Amount (Naira) 500	5.00			
	44.5	San 1923	1	100	

- Click the **'Submit'** button
- A page comes up to give you the summary of the information you just provided so as to confirm the information
- Make sure the Transaction ID is noted and written somewhere

July .	THE WEST AFRICAN EXAMINATIONS COUNCIL
	21, Hussey Street, PMB 1022, Yaba, Lagos, Nigeria
- Martin	VERIFICATION OF RESULTS
	Confirm Information
	Thereswitch Nerve Massercard
	Please Confirm your Information before proceeding and also note your Transaction ID. The Transaction ID is necessary for future correspondence.
	Transaction ID 3254146349
	Firstname: Henry
	Othernames: Chuks Secret Question: What is Your Spouse Name
	Answer henry
	Mobile Phone: 07030994465
	Subscription Amount: 300.00
	Submit

- After confirming the information, click the **'Submit'** button
- The Secured Interswitch Payment Page will come up



• Select your card type (Interswitch, Verve or MasterCard)

• Input the correct details for your card type

Merchant Nar	<b>ne:</b> The West African Exa	am Council
Amount:	500.00	
Please select you	r card type	terswitch Verve Mastercare
Enter your Ma	asterCard™ Naira Debit d	etails
Card Number:	5340000123344287	VERIFY.
Expiry Date:	May 👻 2013 👻	
Card PIN:	••••	powered by VeriSign
	6 4 2	PIN Secured
	7 1 9	
	Clr 0 Del	Secured" logo before entering your PIN
For additiona	al security, please provide	e the required details below
Card Verification	n Value (CVV2): 🕐	Click on 🥙 beside each feature to see an explanation.
One Time Passv	vord (OTP): 🛛 🕜 [not re	quired]
	<b>.</b>	

- Click the **'Pay'** button to make payment or click the **'Cancel'** button to stop payment
- Follow the next page to complete your transaction

# **EXISTING ACCOUNT FORM**

Operations available are:

- Change Password
- > Verify Results
- View Check History
- Subscribe For New Check
- Sign Out

THE W	EST AFRICAN 1, Hussey Street, PMB	EXAMINATIONS 1022, Yaba, Lagos, Nigeria N OF RESUL	COUNCIL
Current User: Akomolafe Gbenga	Change Password	Verify Results	Sign Out
	View Check History	Subscribe For N	ew Check
Some Pictures Are Not Available For Exams Be Required Information Please Use This Facility To Check Results For Yourself Only [Every Result Checked Can Be Traced] Exam Type: May/June Exam Year: 2011 Exam Number: Check	tween 1999 And 2005		
	Contac	t Us	

Sample verified result

THE VE	21, Hussey Street, Pl	N EXAMINATI MB 1022, Yaba, Lagos, ON OF RE	ONS COUNCIL Nigeria SULTS
Current User: Lawal Lawal	Change Password	Verify Results	Sign Out
	View Check History	You Have Not	t Used Your Payment Access
Exam Type: May/June  Exam Year: 2011 Exam Number:	Date o	Personal Inform Name: Abraham Olushola Blo f Birth: October 16, 1993 Sex: Male	2 More Attempt(s) for this Candi assing
Unexit.	Cand	Centre: Anwar-Ul-Islam (Mod lidate Result merce:	lel) College, Agege
	Chris Econ Gove Litera	tian Religious Knowledge: omics: rnment: iture in English:	C5 C4 E8 E8
	Englis Yorut Mathe	sh Language: ba Language: ematics:	C5 E8 B3

## Change Password

- Click the 'Change Password' menu
- Type in the current password
- Type in the new password
- Type in the confirmation of the new password
- Click the 'Change' button to save the new password

THE V	VEST AFRICAN	EXAMINATIONS	COUNCIL
VE	RIFICATION	OF RESUL	.TS
Current User: Akomolafa Changa	Change Deservord	Varify Regults	Sign Out
Current User: Akomolafe Gbenga	Change Password View Check History	Verify Results Subscribe For N	Sign Out
Current User: <b>Akomolafe Gbenga</b> ote: Pictures Are Not Available For Exams E Change Password	Change Password View Check History arlier Than 1999. Some Pictures Arc	Verify Results Subscribe For N e Not Available For Exams Between 1	Sign Out ew Check 999 And 2005
Current User: Akomolafe Gbenga ote: Pictures Are Not Available For Exams E Change Password	Change Password View Check History Sarlier Than 1999. Some Pictures Ard	Verify Results Subscribe For N e Not Available For Exams Between 1	Sign Out ew Check 999 And 2005
Current User: Akomolafe Gbenga lote: Pictures Are Not Available For Exams E Change Password	Change Password View Check History arlier Than 1999. Some Pictures Ard Current Password:	Verify Results Subscribe For N e Not Available For Exams Between 1	Sign Out aw Check 999 And 2005

## **Verify Result**

- Click the 'Verify Results' menu
- The panel by the left titled 'Required Information' contains the required information
- Select the type of exam (May/June or Nov/Dec)
- Select the year the examination was done
- Type in your exam number
- Click the 'Check' button to display the candidate result

VE	21, Hussey Street, PM	B 1022, Yaba, Lagos, Nigeria	LTS
Current User: Lawal Lawal	Change Password	Verify Results	Sign Out
	View Check History	You Have Not Used Your	Payment Access
Exam Type: May/June  Exam Year: 2011 Exam Number: Check	Date of	Personal Information ame: Abraham Olushola Blessing Birth: October 16, 1993 Sex: Male	2 More Attempt(s) for this Candida
	Candic	late Result	aye, nyaya
	Commo Christia Econom Govern	erce: F9 an Religious Knowledge: C5 nics: C4 iment: E8 we in English: E8	
	English Yoruba Mathen	Language: C5 Language: E8 natics: B3	

# **View Check History**

- Click the 'View Check History' menu to access the verification history
- The result verification history will be shown

	THE WEST AFRICAN EXAMINATIONS COUNCIL 21, Hussey Street, PMB 1022, Yaba, Lagos, Nigeria VERIFICATION OF RESULTS				
urrent U	ser: Lawal Lawal	Change Password	Verify Results	Sign Out	
		View Check History	You Have Not Used Yo	our Payment Access	
				Note: Pictur	
rification	History				
rification S/No	History Exam Year	Exam Number	Exam Name	Remaining Number of Ch	
rification S/No 1	History Exam Year 2011	Exam Number 4250101003	Exam Name May/June	Remaining Number of Ch	
rification S/No 1 2	History Exam Year 2011 2011	Exam Number 4250101003 4250101008	<b>Exam Name</b> May/June May/June	Remaining Number of Ch	
rification S/No 1 2 3	History Exam Year 2011 2011 2011 2011	Exam Number 4250101003 4250101008 4250101006	<b>Exam Name</b> May/June May/June May/June	Remaining Number of Ch	
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rification S/No 1 2 3 4 5 6	History 2011 2011 2011 2011 2011 2011 2011 2011 2011	Exam Number 4250101003 4250101008 4250101006 4250101001 4250101012 4250101001	Exam Name May/June May/June May/June May/June May/June	Remaining Number of Cł	

#### Subscribe For New Check

- Click the 'Subscribe For New Check' menu
- The rate of subscription will be shown, click the 'Proceed' button to continue

THE V	WEST AFRICAN I	EXAMINATIONS (	COUNCIL
<b>()))</b>	21, Hussey Street, PMB 1	022, Yaba, Lagos, Nigeria	
MIN			
VE	RIFICATION	of Resul	TS
urrent User: Akomolafe Gbenga	Change Password	Verify Results	TS Sign Out
irrent User: Akomolafe Gbenga	Change Password View Check History	Verify Results Subscribe For Ne	Sign Out
irrent User: Akomolafe Gbenga	Change Password View Check History Note: Pictures Are Not	Verify Results Subscribe For Ne Available For Exams Earlier Than 199	Sign Out W Check 9. Some Pictures Are Not Availab

- The summary of your information will be shown for confirmation
- Click the **'Submit'** button after confirming the information
- Make sure your Transaction ID is noted and written somewhere



• The Secured Interswitch Payment page will be shown



- Select your card type (Interswitch, Verve or MasterCard)
- Input the correct details for your card type

Welcom West Af then se	ne to the new Interswitc frican Exam Council. Ple lect your card type to p	h <b>Web Payment Gateway!</b> This is The ease verify the payment amount and roceed.
Merchant Nan Amount:	ne: The West African Ex 500.00	am Council
Please select your	card type	terswitch Verve MasterCard
Enter your Ma	sterCard™ Naira Debit (	details
Card Number:	5340000123344287	Norton
Expiry Date:	May 🗸 2013 🗸	Secured
Card PIN:	••••	powered by VeriSign
	6 4 2	PIN Secured
	7 1 9	
	5 3 8 Clr. 0 Del	Please ensure that you see the "PIN Secured" logo before entering your PIN
For additional	l security, please provid	le the required details below
Card Verification	Value (CVV2): 🕐	Click on 🥑 beside each feature to see an explanation.
One Time Passw	vord (OTP): 🕜 [not r	equired]
Challenge:	🕐 [not r	equired]
		Cancel Pay

- Click the **'Pay'** to proceed payment of subscription or click the **'Cancel'** button to stop payment
- An information page will be shown
- Click the 'Please Click To Continue' link to finalize payment process



Sign Out

• Click the 'Sign Out' menu to sign out of your account