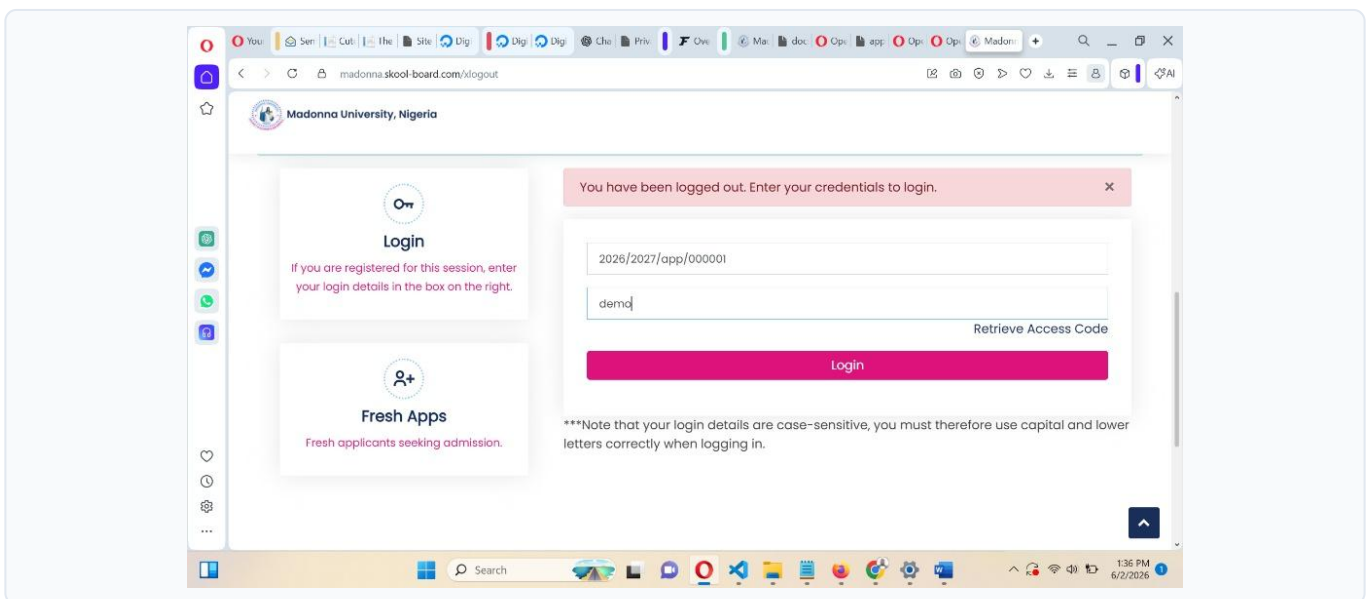


Madonna University, Nigeria

User Guide: How to Make Medical Test Payment (Fresh Applicants — 2026/2027 Academic Session)

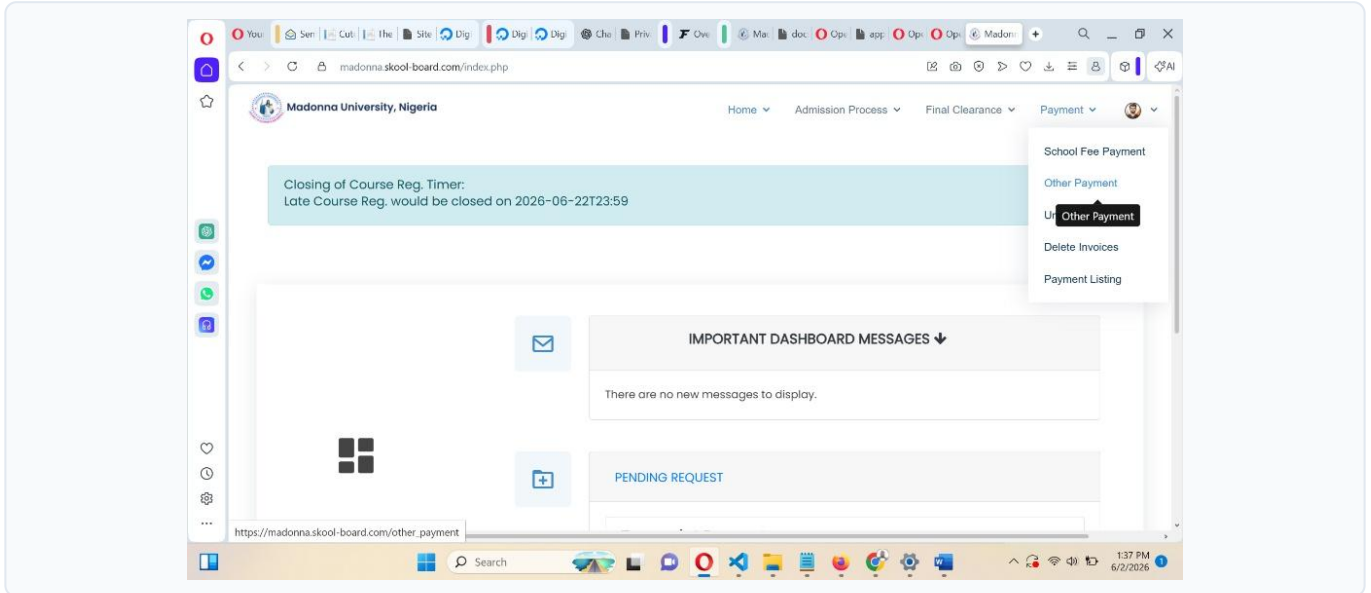
Step 1: Portal Login

- Go to the official registration portal: <https://madonna.skool-board.com>
- Enter your unique **Applicant Number** in the username field (labeled as matric field).
- Enter your **First Name** (case-sensitive) as your password.
- Click on the **Login** button.



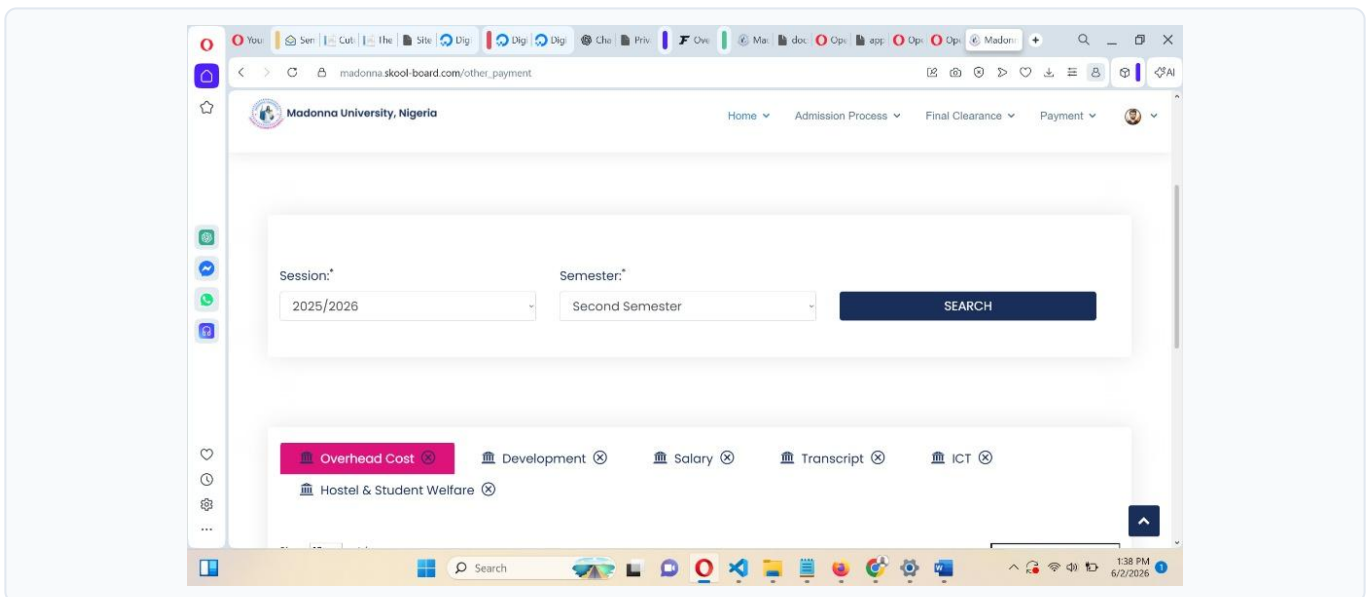
Step 2: Navigate to Payments Menu

- Once successfully logged into your student dashboard, locate the top navigation menu.
- Click or hover over the **Payment** option.
- From the dropdown menu options, select **Other Payment**.



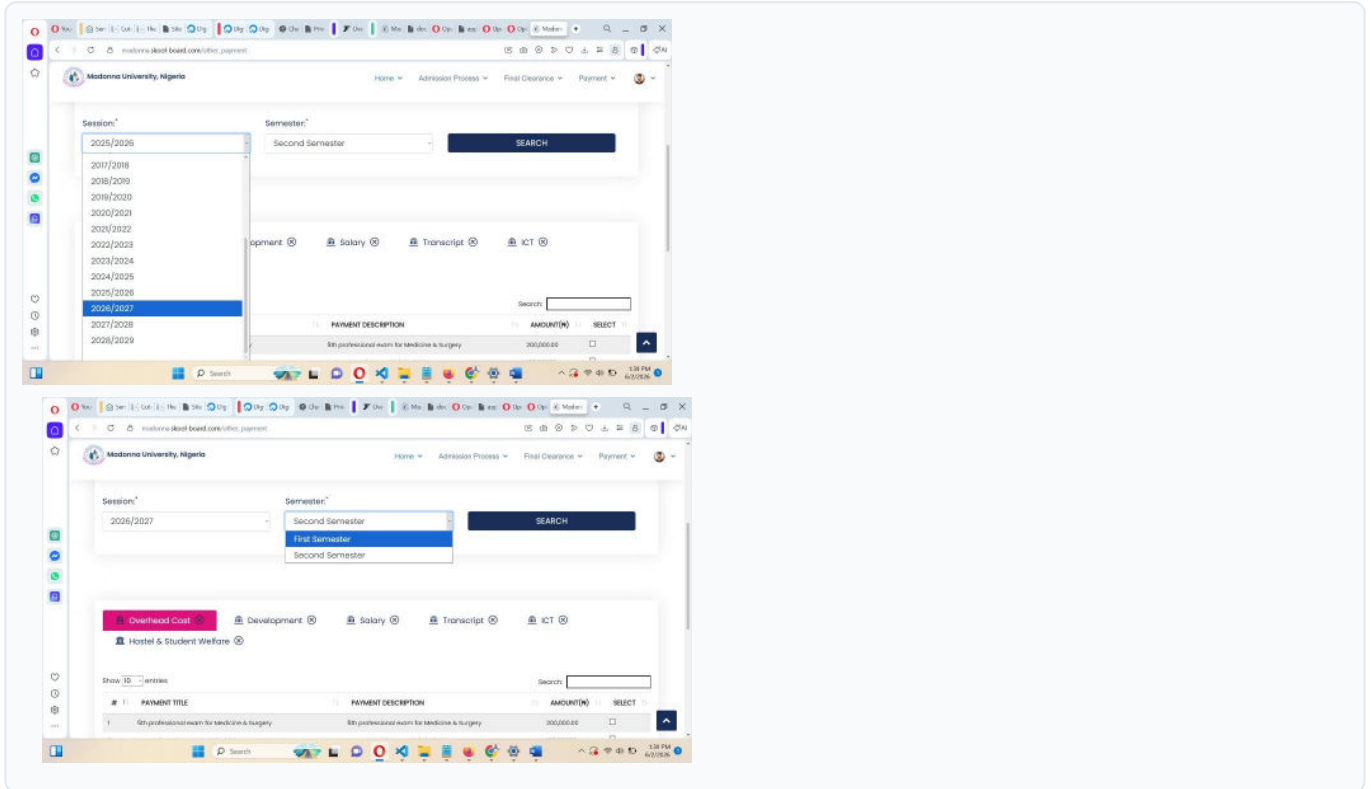
Step 3: Verify the Default Parameters

- The portal will load the payment filtering page.
- Note that the fields automatically default to **2025/2026** for the Session and **Second Semester** for the Semester box. Do not search with these parameters.



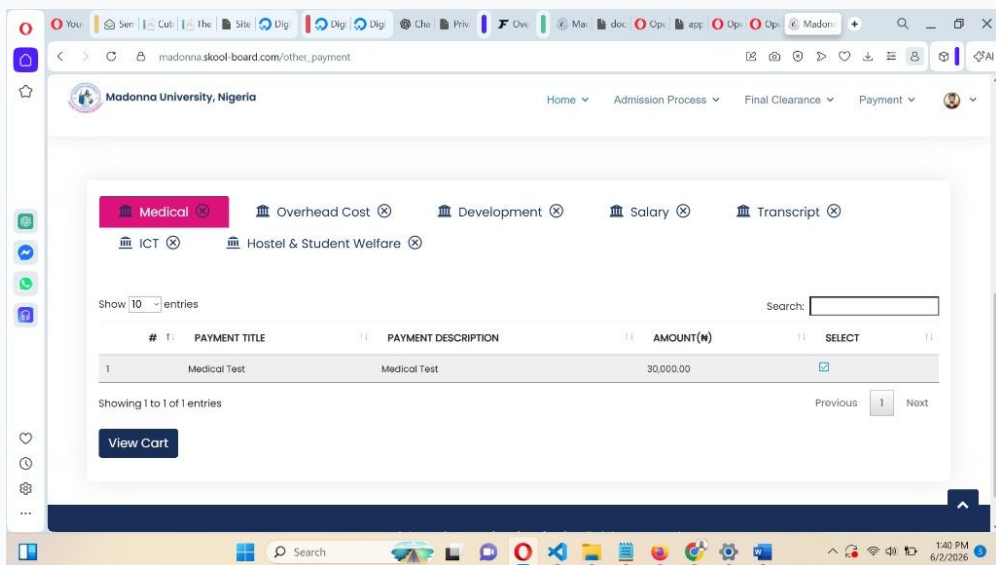
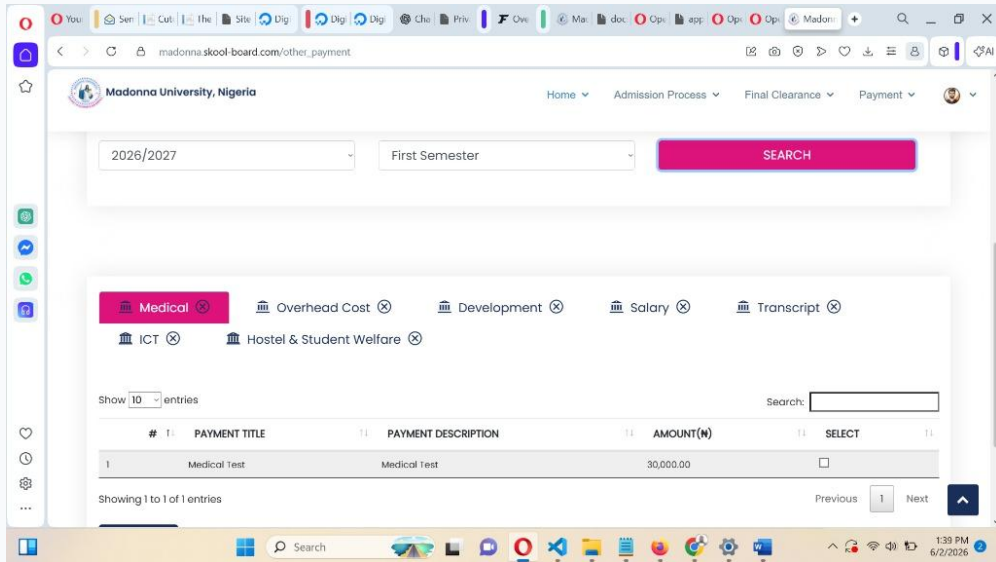
Step 4: Update Filter for the 2026/2027 Academic Session

- Click the **Session** selection dropdown and choose **2026/2027**.
- Click the **Semester** selection dropdown and choose **First Semester**.
- Click on the navy blue **SEARCH** button to pull up the charges for the new session.



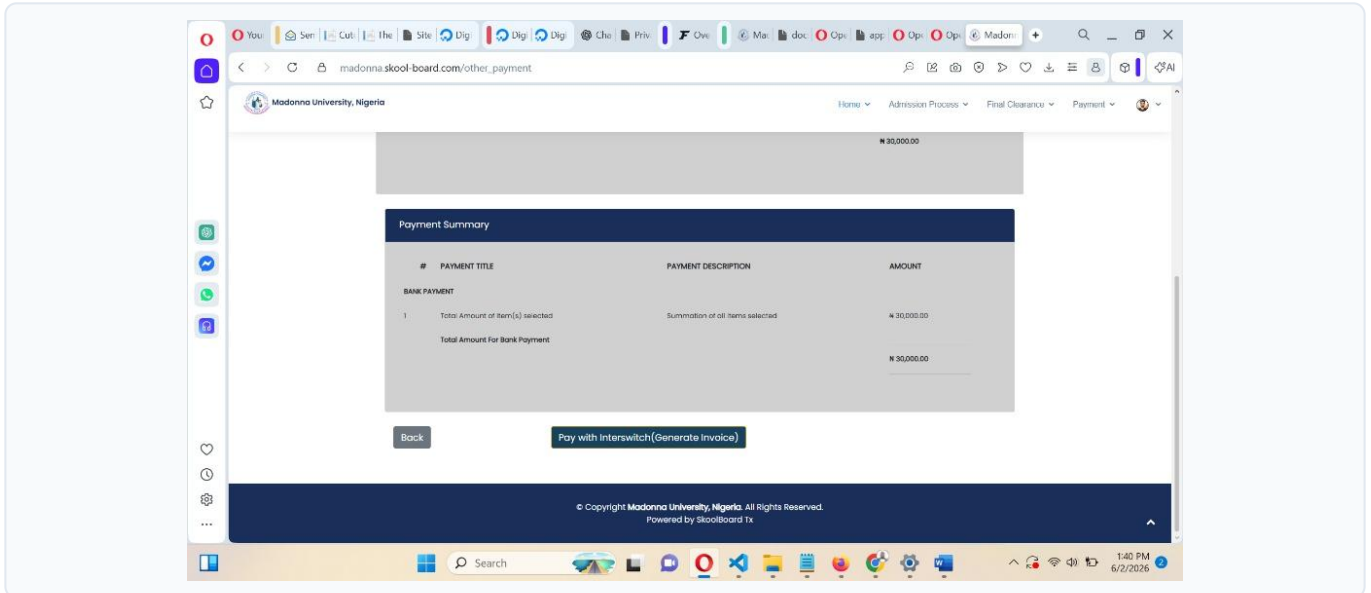
Step 5: Select the Medical Test Item

- Once the page reloads the fees, look at the horizontal tabs and click on the **Medical** tab.
- Locate **Medical Test** in the item list table below (valued at **₦30,000.00**).
- Check the **SELECT** checkbox on the right side of the row.
- Click on the **View Cart / Checkout** button that appears.



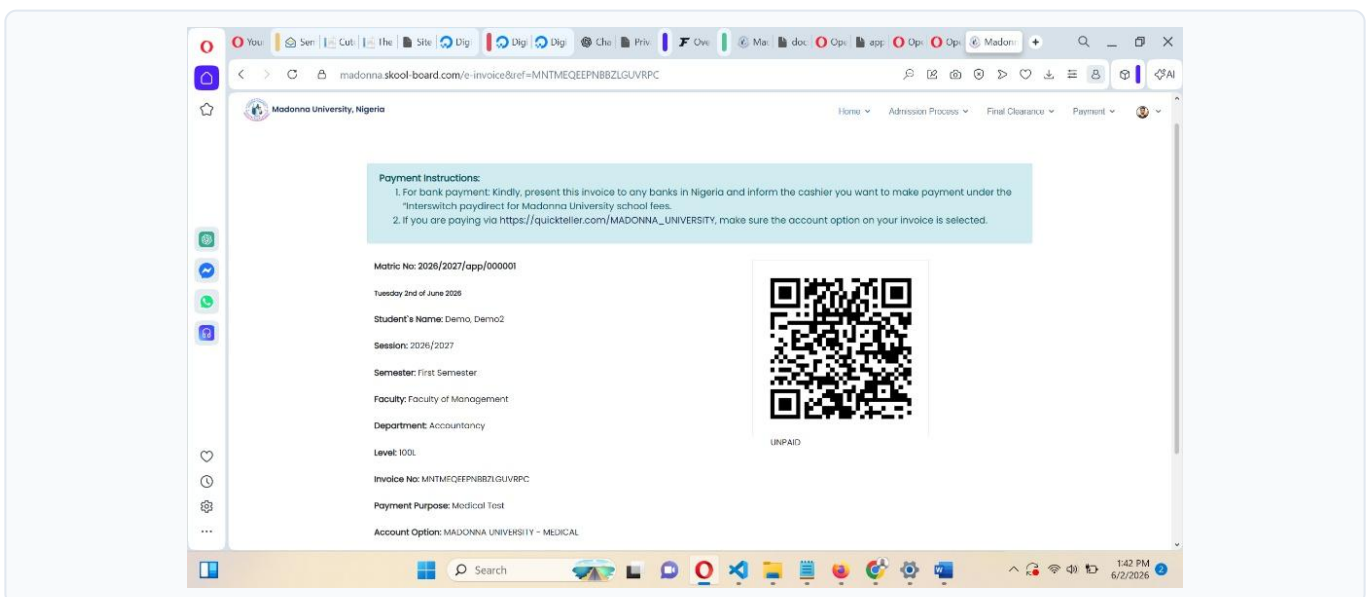
Step 6: Review Payment Summary

- The portal will present a complete breakdown of the item selected on the **Payment Summary** page.
- Verify that the total amount reads **₦30,000.00**.
- Click on the blue **Pay with Interswitch(Generate Invoice)** button at the bottom.



Step 7: Retrieve and Copy Your Invoice Number

- An official e-Invoice slip will be generated with your personal breakdown and a barcode.
- Locate and carefully copy the unique **Invoice No** which starts with the prefix '**MNT...**'
- Click the web instruction link or proceed to the Quickteller platform directly.



Alternative Bank Payment Option: You may print out the e-Invoice page generated in Step 7 and take it directly to any commercial bank branch nationwide. Request the teller to process the payment under "**Interswitch paydirect for Madonna University school fees**".

Step 8: Complete Web Checkout via Quickteller

- Navigate to: https://quickteller.com/MADONNA_UNIVERSITY
- Supply your active **Mobile Number or Email Address**.
- Paste the copied **INVOICE NUMBER (MNT...)** in the field provided.
- Under the dropdown labeled 'Select an Option', choose **MADONNA UNIVERSITY - MEDICAL**.
- Click **Continue** to load the verified payment details, then choose your preferred payment channel (Debit Card or Direct Bank Transfer) to finish.

