



LAGOS STATE GOVERNMENT

MBSE/LSEB/BECE/22/01/VOL.1/021

12th January, 2026

The Principal/Proprietor/Proprietress,

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GUIDELINES FOR E-REGISTRATION AND PAYMENT OF YEAR 2026 BASIC EDUCATION CERTIFICATE EXAMINATION (BECE)

The Lagos State Examinations Board, an Agency of the Ministry of Basic and Secondary Education remains committed in promoting sustainable academic excellence through the conduct of credible and qualitative Basic Education Certificate Examination (BECE) in Lagos State. Consequently, the Board is fully prepared to deliver a seamless and hitch-free registration process for all Public and Approved Private Junior Secondary Schools across the State.

2. In line with the above, the Board wishes to inform all Junior Secondary Schools that the Electronic Registration for the Year 2026 Basic Education Certificate Examination (BECE) will commence on **Monday, 26th January 2026**, and will close on **Friday, 27th March 2026**. For emphasis, **ALL SCHOOLS ARE TO USE THEIR ISSUED SCHOOL CODE** for the registration process.

3. Accordingly, all Public Junior Secondary Schools are to download the offline Data Capturing Application via this link <https://examsboard.lagosstate.gov.ng> or <https://bece.examsboard.lagosstate.gov.ng> to register and upload their candidates' information.

4. All Approved Private Junior Secondary Schools, Schools with Special Permission, and Continuing Education Centres (CEC) in Lagos State are hereby requested to visit the Lagos State Examinations Board payment portal via this link <https://pay.examboard.com.ng> to complete the registration, payment, and generate their username and password by following the procedure outlined below:

REGISTRATION:

- (i.) Select your preferred Examination type (i.e **BECE**).

**LAGOS STATE EXAMINATIONS BOARD
MINISTRY OF BASIC AND SECONDARY EDUCATION**



- (ii.) Click on **Register**.
- (iii.) Enter your **School Code** (e.g., AG0001). The system will automatically display your **School Name, School Type**, and the corresponding Local Government Area (LED Name).

Note: If any of the information displayed after entering your School Code is incorrect, please contact the Lagos State Examinations Board immediately before proceeding.

- (iv.) Click on **Generate Password and Username**.
- (v.) Click on **Download Credential** and ensure it is safely stored

LOGIN/PAYMENT:

- (i.) Click on Login
- (ii.) After logging in

enter the correct **School Payer ID** (e.g., C-005678). The system will automatically verify the Payer ID information.

- (iii.) **Generate Invoice:** Add the number of candidates. The total amount payable will automatically appear in the **Total Fee** field. Click on Generate Invoice, then click Download to save the invoice and proceed to make payment at any approved Bank of your choice.
- (iv.) **Make Payment:** On the *Generate Invoice* page, click **Proceed to Payment**. Select your preferred payment method and complete the payment process.

Note: Your payment is considered successful only when it is received by **CBS**. To confirm your payment status, log in with your username and password, then click on Payment Details to view your payment record or Transaction Details to see the history of your previous payments.

5. IMPORTANT INFORMATION FOR ALL APPROVED PRIVATE JUNIOR SECONDARY SCHOOLS, SCHOOLS WITH SPECIAL PERMISSION, AND CONTINUING EDUCATION CENTRES (CEC)

All concerned Schools are advised to strictly adhere to the following:

- (i.) After completing payment, download the offline Data Capturing Application from <https://examsboard.lagosstate.gov.ng>
- (ii.) Register and upload all candidates' information.
- (iii.) Submit a copy of the School's **Subject Analysis** to the **Zonal Officer** immediately after registration.
- (iv.) Submit the **Registration Printout** to your respective Zonal Officer immediately after completing the online registration for proper documentation.
- (v.) All Schools must ensure they know their assigned **Zonal Officer**.

6. REGISTRATION REQUIREMENTS:

- (i.) **Scanning of Candidates' Passport Photographs:** Schools must scan and upload a recent passport photograph of each candidate, sized **275 x 314 pixels**, in **jpg** format, on a **RED or BLUE** background.
- (ii.) Avoid the use of obstructive items such as sunglasses, or other accessories.
- (iii.) Submission of a defaced, unclear, or poor-quality photograph will automatically **invalidate** the candidate's registration.
- (iv.) All Public and Approved Private Junior Secondary Schools **must** comply with the provisions in Paragraph **6(i-iii)**.

Important Reminder: Online registration and uploading of candidates' information **MUST be completed within one (1) week after payment** to avoid **non-recognition of payment**.

7. LATE REGISTRATION: Late registration will commence from Monday, 30th March 2026 to Friday, 10th April 2026. This will attract a **penalty fee of ₦5,000:00 (Five Thousand Naira)** only per candidate, **irrespective of the School's status** (Public or Private Junior Secondary School).

8. ERROR-FREE REGISTRATION: Proprietors/Proprietresses/School Principals are strongly advised to:

- (i.) Thoroughly proof-read all entries before the final upload.
- (ii.) Pay close attention to all registered **subjects, Date of Birth, Gender**, and all required information.
- (iii.) Ensure that candidates' **Continuous Assessment Scores (CAS)** are correctly entered and confirmed.
- (iv.) Confirm that each candidate's passport photograph is correctly uploaded and properly placed.

9. SPECIAL CANDIDATURE: Schools with **Visually Impaired Candidates, Albino Candidates**, or other special needs candidates must notify the Lagos State Examinations Board **in writing**. This will enable the Board to make adequate and appropriate arrangements for such candidates during the examinations.

10. PAYMENT: Examination Fees per Candidate:

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|--------|--|----------------|
| (i.) | Approved Private Junior Secondary Schools | ₦10,000 |
| (ii.) | Approved Public CEC (Continuous Education Centres) | ₦10,000 |
| (iii.) | Private CEC/Schools with Special Permission | ₦15,000 |
| (iv.) | Late Registration (regardless of School type) | ₦5,000 |

11. CORRECTION OF ERRORS: Requests for correction of candidate bio-data, such as **Name, Age, or Passport Photograph**, must be submitted before the printing of OMR. Failure to do so will attract a **penalty fee of ₦10,000:00 (Ten Thousand Naira)** only per

candidate. Evidence of payment must be submitted and addressed to the Director/Registrar, Lagos State Examinations Board, before results can be released.

12. RECOGNIZED SUBJECTS: Schools are encouraged to ensure that no fewer than **ten (10) subjects** are registered for each candidate. The available subjects are as follows:

i.	Mathematics	vii	Business Studies
ii.	Basic Science & Technology	viii	French
iii.	Nigerian Languages (Yoruba/Igbo/Hausa)	ix	National Value on Education (NVE)
iv.	CRS/IS	x	Pre-Vocational Studies (PVS)
v.	Cultural & Creative Arts	xi	History
vi	English Studies	xii	Arabic (Optional)

13. BECE PRACTICAL: All practical-related subjects will be assessed during the course of the academic year, on dates to be communicated by the Board. Additional instructions will be issued to Schools through their respective Zonal Officers. Therefore, all Schools must maintain regular communication with their Zonal Officers.

14. EXAMINER'S REPORT: The Examiner's Report is an analysis of the BECE results that highlights candidates' strengths and weaknesses in each subject area. It is mandatory for all Public and Approved Private Junior Secondary Schools to obtain a copy of this Report. The cost of the Report will be displayed on the portal.

15. COLLECTION OF OPTICAL MARK RECOGNITION (OMR):

- (i.) All complaints regarding OMR must be reported to the Zonal Officers at the point of collection. Any complaint raised after collection or during the examination will be considered invalid and may not be addressed.
- (ii.) Any form of alteration on the collected OMR will render it **invalid**, and the Lagos State Examinations Board will **not** be responsible for such cases.

16. CONDUCT OF EXAMINATION:

- (i.) Schools will face strict penalties for any form of Examination Malpractice.
- (ii.) Any irregularity observed on the day of the examination must be reported immediately to the Office of the Director/Registrar, Lagos State Examinations Board, within the examination period.
- (iii.) Schools must ensure that duly signed attendance sheets for students are submitted and copies retained after each examination.
- (iv.) **Attendance Submission Requirements:**

For Objective-Only Subjects (Three Attendance Sheets):

- Enclose **1** with the OMR
- Envelope **1** separately
- Retain **1** at the School

For Subjects with Theory (Mathematics & English Studies) – Four Attendance Sheets:

- Enclose **1** with the OMR
- Enclose **1** with the Theory Script
- Envelope **1** separately
- Retain **1** at the School

17a. COLLECTION OF RESULTS:

- (i.) Schools are expected to check and print their results from the Examinations Board website **within four (4) weeks** from the release date. Failure to comply means the Board will **not** be liable for Schools whose Students miss the Re-Sit Examination.
- (ii.) Re-print of results for any reason will attract a fee of **₦30,000:00 (Thirty Thousand Naira)** only per School.

17b. RE-SIT OF EXAMINATION: Schools **must** check their results within four (4) weeks of release to identify candidates who failed **Mathematics, English Studies, or both**. The Examination Board will **not** be responsible for Schools that prevent their failed candidates from writing the Re-Sit Examination.

18. CONSIDERATION OF COMPLAINTS ON RESULTS:

- (i.) Complaints regarding results must be submitted **within four (4) weeks** of the release date. This does **not** include requests for corrections to bio-data or passport photographs, which should have been resolved **before** the release of result.
- (ii.) Requests for **Re-marking of Scripts** will attract a fee of **₦50,000:00 (Fifty Thousand Naira)** only per candidate per subject. Payment must be made **before** such requests are processed.

19. KINDLY ADHERE STRICTLY TO THE AFOREMENTIONED GUIDELINES.

20. Thank you.



Orunsolu, Adebayo

Director/Registrar (Exams Board)