UNIVERSITY OF TECHNOLOGY AND ARTS OF BYUMBA

OFFICE OF THE VICE CHANCELLOR / CABINET DU RECTEUR

Digital payment

The Management of University of Technology and Arts of Byumba(UTAB) informs all students, parents, guardians and sponsors that only the digital payment will be considered for paying tuition fees and other fees. Any payment not following the published guidelines below will not be recorded within UTAB Accounts office.

The guidelines are as follow:

1. **Cogebanque**

    1.1. **MoMo Code(*700*1#)**
    - ✓ Dial ***700*1#**
    - ✓ Enter your code(reg number or traching number)
    - ✓ Enter UTAB code[**UTAB**]
    - ✓ Check student information on top and choose payment type
    - ✓ Enter amount
    - ✓ Check student information on top and choose Pay with MTN Mobile Money
    - ✓ Confirm the payment request sent to your mobile.
      But if it does not popup directly, **Dial *182*7*1#** to confirm the payment.

    1.2. **Any Cogebanque branch(bank teller) or any Cogebanque agent**
    Tell any bank teller or agent your student code and payment type.

    1.3. **SchoolGEAR**
    - ✓ Go to https://pay.schoolgear.rw
    - ✓ Enter your code(reg number or traching number)
    - ✓ Choose UTAB-Univesity of Technology and Arts of Byumba
    - ✓ Click on search
    - ✓ Choose payment type(You can choose one or more) by filling the amount
    - ✓ Generate billing MoMo number
    - ✓ Click on ISHURA /PAY
    - ✓ Confirm the payment request sent to your mobile.
      But if it does not popup directly, **Dial *182*7*1#** to confirm the payment

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2. **Bank of Kigali**
   2.1. **MoMo Code(*775*2#)**
   - ✓ Dial ***700*2#**
   - ✓ Choose a language
   - ✓ Enter UTAB code **[TH89526388]**
   - ✓ Enter your code(reg number or traching number)
   - ✓ Check student information on top and confirm
   - ✓ Choose payment type
   - ✓ Enter amount
   - ✓ Confirm if you accept the information on the top
   - ✓ Confirm the payment request sent to your mobile.
     But if it does not popup directly, **Dial *182*7*1# for MTN or *182*5*8#/ *500*5*8# for Aitel** to confirm the payment.

   2.2. **Any Bank of Kigali(BK) branch(bank teller) or any BK agent**
   Tell any bank teller that you want to pay using UrubutoPay and give him/her your student code and payment type

   2.3. **UrubutoPay interface**
   - ✓ https://urubutopay.rw/pay-now
   - ✓ Enter UTAB code **[TH89526388]**- Merchant Code
   - ✓ Enter your code(reg number or traching number)- Payer Code
   - ✓ Click on continue
   - ✓ Review the detail information
   - ✓ Choose payment type
   - ✓ Enter amount
   - ✓ Choose a payment mode
   - ✓ Enter your mobile number
   - ✓ Accept term and condition
   - ✓ Click on Pay Now
   - ✓ Confirm the payment request sent to your mobile.
     But if it does not popup directly, **Dial *182*7*1# for MTN or *182*5*8#/*500*5*8# for Aitel** to confirm the payment.

Done at Gicumbi on 21st March 2023

Father. Dr. MUNANA Gilbert, O.P.

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