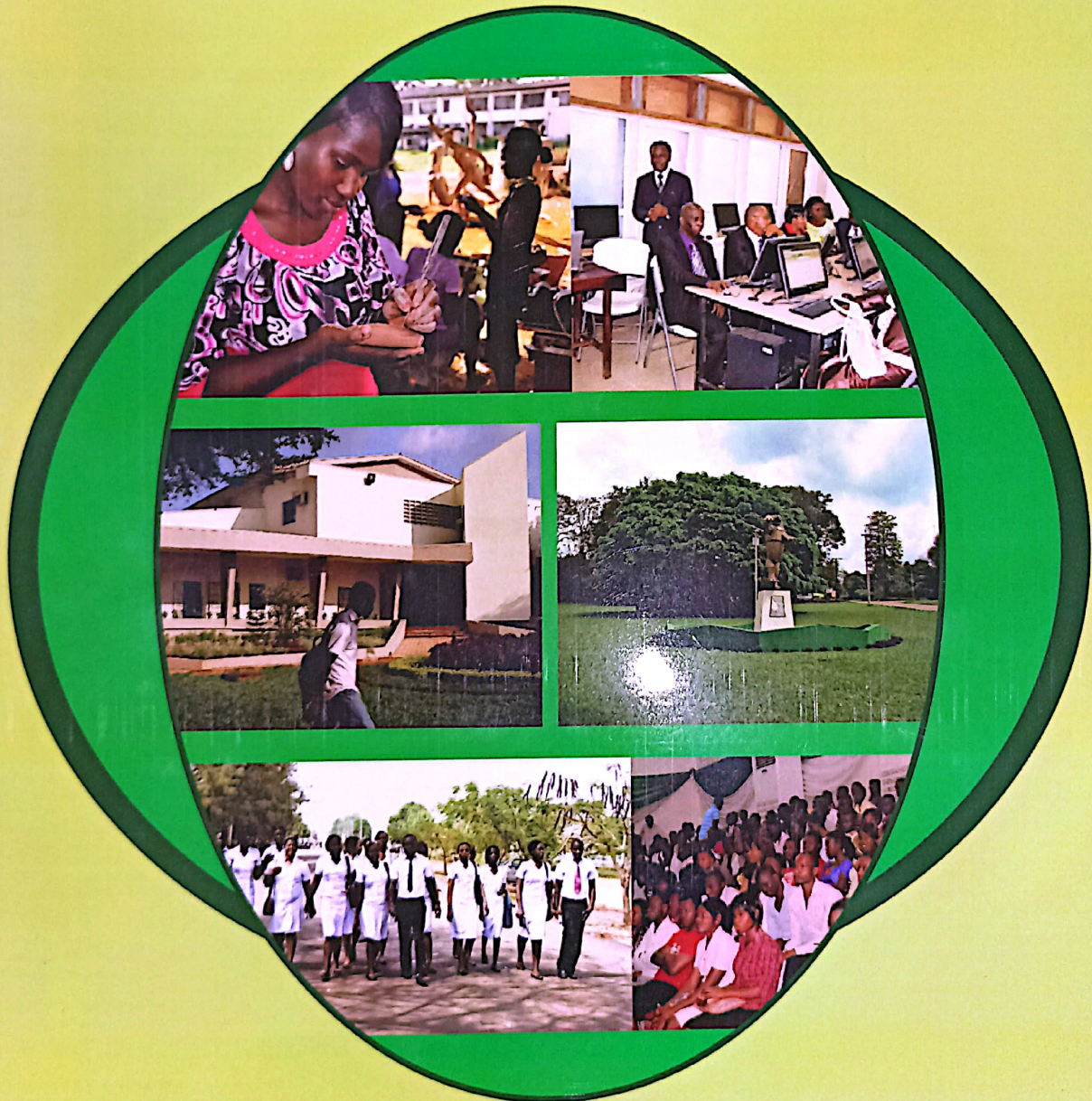




UNIVERSITY OF NIGERIA
NSUKKA

Undergraduate Academic Regulations





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Undergraduate
Academic Regulations

2013/2014



Sectional view of University of Nigeria, Nsukka



Electrical Engineering Department students during a practical session

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0.0 EXPLANATORY NOTES

0.1 Curricula

Throughout the years of study of a student in the University, courses of study or curricula are carefully chosen and courses last between one and six years, depending on the nature of degree the student requires. Such curricula are initiated by the relevant departmental/faculty curriculum committee, discussed and approved by the Senate Curriculum Committee which makes necessary recommendations to Senate for the final approval of curricula. The University Senate is, therefore, the final body that approves all curricula. Apart from the major departmental courses, the curricula provide the required Ancillary courses, General Studies courses and Electives.

0.2 Credit Unit

Each course has a stipulated number of credit units attached to it. This may be one, two, three or four. The number of credit units attached to each course is related to the content of the course. A two-credit unit course, for instance, is less in content than a four-credit unit course. The number of credit units assigned to a given course is determined by the university. The usual computation being one credit unit per semester for each time a class meets during the week. Thus, a class meeting two times per week will carry two units for the course per semester. For laboratory and studio classes the usual credit unit figure is one credit unit for each two hours in class per week. However, some departments do vary this assessment slightly, and so may have and, in fact, have had one credit unit for each three hours in class per week.

0.3 Grading System

A student's work in the University is presently graded in the following letters and each of the letters carries an equivalent number of grade points, thus:-

Percentage Score	Letter Grade	Points	Rating
70-100	A	5	Excellent
60-69	B	4	Very Good
50-59	C	3	Good
45-49	D	2	Fair
40-44	E	1	Pass*
0-39	F	0	Fail

**Pass is now 45% in line with the most recent NUC benchmarks. In this sense, D above becomes the pass grade*

To determine the final grade a student receives in a course at the end of a semester, 30% weight is given to the continuous assessment and 70% to the semester examination.

Grade Point Average

At the end of each semester, a student's grade point average is worked out. Supposing he/she offers the following courses:

Department	Course No.	Title of Course	Credit Unit
G.S.	101	The Use of English	2
G.S.	102	The use of English	2
G.S.	105	Natural Science	2
Fre.	101	Elementary French I	2
Scs.	101	Introduction to Sociology I	2
Anth.	102	Introduction to Anthropology	2
Anth.	303	Nigeria People and Cultures	3
Total Credit Units			15

Assuming that he/she obtains C, A, D, A, E and C respectively, according to the grading system, the total point of each of the courses will be worked out as follows:

G.S.	101	$2 \times 3 = 6$
G.S.	102	$2 \times 5 = 10$
G.S.	105	$2 \times 2 = 4$
Fre.	101	$2 \times 5 = 10$
Sec.	101	$2 \times 5 = 10$
Anth.	102	$2 \times 1 = 2$
Anth.	303	$3 \times 3 = 9$
Total points		51

The total credit units will be 15 while total points will be 51. In order to find the grade point average, the total number of points, 51, is divided by the total number of credit units 15, to give 3.4.

Another important fact that must again be stressed is that from the time a student is first registered for a degree or diploma programme in this university, whatever work he/she does, or test he/she is given, and whatever grades he/she obtains, will count towards the class of degree he/she will obtain at the end of his/her studies. It is, therefore, very important that students attend classes regularly and do their class assignments with all seriousness.

0.4 Aegrotat Degree

An Aegrotat degree is an unclassified degree awarded by the University, on compassionate grounds, to a final year student who is unable to complete a final year examination on account of permanent disability as certified by the Director of Medical Services, University of Nigeria.

THE NEW NATIONAL UNIVERSITIES COMMISSION (NUC) BENCHMARKS

1. The new pass mark for all courses in all the Universities in Nigeria is now 45% according to the new NUC benchmark on minimum academic standards in Nigerian Universities.
2. The new pass grade now in view of the above becomes "D" or 45% and above instead of the previous "E". Therefore wherever the former pass mark of 40% or E is used herein, should be read to mean 45% or D.
3. With effect from the 2013/2014 Academic session, Pass degree will be abolished in the University of Nigeria in accordance with the decision of the NUC.
4. Also further new changes in line with the NUC benchmarks are in the process of being passed into law by the Senate of the University of Nigeria. These changes will be reflected in the subsequent editions of the academic regulations once they are passed into law by the Senate.

FOREWORD

These academic regulations are the product of various decisions of the University Senate regarding conduct of examinations and general student discipline over the years in our great University. However, the regulations go beyond specifying rules and conducts governing examinations in the University to also spell out the expected roles and functions of academic staff in their relationship with students, in the discharge of their statutory responsibilities. Therefore, the regulations are of utmost importance to both students and staff of the University. There is evidently no gainsaying the fact that the perusal of the regulations positions one well to avoid the consequences of misconduct and other errors of omission and commission arising from ignorance of the rules and regulations of the University.

This compendium which is a must-have for all students and staff is one more effort by the current University administration to reposition our great institution as a global brand and a world renowned citadel of learning. I hope that in reading this book, you will re-dedicate yourself to the collective task of lifting this University to enviable heights. Keeping to the rules and regulations therein ensures the provision of quality education and the production of graduates whose credentials are not only unblemished but can equally compete with the best anywhere in the world.



A.I. Okonta
Registrar



Back view of Bello and Eyo-Ita halls



Architecture department students on the way to a lecture at Enugu campus

CHAPTER ONE

1. ACADEMIC PROGRAMMES

1.1 Structure of Academic Programmes

Each department shall be required to divide its academic programme into four parts:

- Major courses
- Required Ancillary courses
- General Studies courses
- Electives

Major courses are defined as compulsory courses in the student's main field of study.

Required ancillary courses are compulsory courses in related or relevant fields.

Electives are non-compulsory courses within or outside the student's department.

General studies courses are compulsory courses outside the student's main field of study designed to give him/her the basic principles of all major fields of knowledge as they exist in inter-relationship.

All departmental academic programmes shall be drawn up in such a manner that as far as possible, each course carries 1 or 2 or 3 credit units or maximum of 4 credit units, taught and examined at the end of a semester. Studio, field-oriented, clinical or similar courses and projects may not be split into smaller units.

1.2 Review of Academic Programmes

A programme, once approved shall be allowed to remain in force for the duration of the course, i.e. until a set of students registered under that programme has graduated.

Senate shall order a review of the teaching and research facilities in a department, the departmental staff needs, programmes, teaching methods, performance of students and other innovations in the department every ten years.

1.3 Duration of Academic Programmes

For each normal degree/diploma/certificate programme an extension of not more than 50% (to the nearest whole number) of the normal period shall be allowed for the completion of the programme. The maximum period allowed for the various programmes is as illustrated below:

Normal Duration (In Years)	50% Allowable (to the nearest whole number) (In Years)	Maximum Period (In Years)
1	1	2
2	1	3
3	2	5
4	2	6
5	3	8
6	3	9

A student who is unable to complete the programme within the maximum extended period shall be required to withdraw from the University permanently.

General Studies Programme

In order to qualify for the award of degree/diploma/certificate of the University, all students are required to register and obtain a passing grade in the General Studies courses as follows:

1. G.S. 101 and 102 are compulsory for all degree and diploma students.
2. Students admitted by University Matriculation Examination (UME) are required to take six out of the eight G.S courses.
 - i. Students admitted into the Faculties of Business Administration and the Social Sciences may drop G.S. 103 and 104 (Social Sciences)
 - ii. Students admitted into the Faculties of Arts and Law may drop G.S 207 and 208 (Humanities)
 - iii. Students admitted into the Faculties of Agriculture, Veterinary Medicine, Medicine, Biological Sciences, Engineering, Health Sciences and Technology, Pharmaceutical Sciences and Physical Sciences may drop G.S 105 and 106 (Natural Science).
 - iv. Students admitted into the Faculty of Education may drop any of the G.S. courses as may be recommended by the Faculty Board of Education.
3. All Direct Entry students must take four G.S. courses which must include G.S. 101 and 102 (The Use of English)
4. All students must take a minimum of two Computer Science courses as a compulsory requirement for graduation, in accordance with NUC prescription.

CHAPTER TWO

2. REGULATIONS RELATING TO DEGREE/DIPLOMA/CERTIFICATE PROGRAMMES

2.1 Registration

Students shall register semester by semester. This will enable the result of the examinations taken in each semester to be published before registration commences in the corresponding semester in the following session.

2. *The maximum period allowed for registration of courses is two weeks from the date registration begins for returning students.*
3. *A Returning Student who fails to register during the two-week period approved for registration shall be deemed to be registering late and shall pay a late registration fee of N500.00 (Five hundred Naira).*
4. *A Returning Student who fails to register within four weeks from the date registration begins shall not be allowed to register for the semester. Such student shall be deemed not to have registered for the semester and shall have lost the opportunity to register for the semester.*
5. *A Freshman who fails to return his/her registration form for registered semester courses within two weeks after matriculation date, shall be charged late registration fee of N500.00 (Five hundred Naira). If he/she fails to return the registration form within four weeks after matriculation, the freshman shall be deemed not to have registered for the semester and shall have lost the opportunity to register for the semester.*
6. *A Class Admit Card with a passport photograph attached to the top right of the card, shall be photocopied and, thereafter, duly completed for each course a student registers in his/her course registration form. The duly validated (photocopied) Class Admit Photo Card, shall, thereafter, be submitted to the Head of Department offering the course. A course registration list shall be prepared by the Head of Department from the Class Admit Photo Cards.*
7. *A student whose name is not on the course registration list of a particular course shall not be permitted to attend lectures and take examination in that course.*
8. *No student shall be allowed to register at any time in his/her programme any final year or non-final year courses he/she has already passed.*
9. *Course Registration Form mutilated by a student shall not be accepted for Registration*
10. *Students shall not hand-carry any registration materials including Add and Drop Cards from one officer to the other. All registration materials shall move from one functionary to another in the usual official process.*
11. *Deans of Faculty/Heads of Department shall ensure that registration exercise is completed within the given period and that academic advisers maintain effective contact period when students can see them for advice.*
12. *All registration material - Course Registration Forms and Add and Drop cards - shall be forwarded by the*

Departments/Faculties to the Registrar's Department not later than six weeks from the date registration begins.

2.2 Class Period and Attendance

Classes are expected to begin on the hour and end ten minutes before the next hour. Seminars and laboratories shall, however, continue as long as scheduled. Attendance at lectures, seminars, practicals and examinations is mandatory. No student shall be allowed into a class unless he/she has been properly registered for the course and his/her name is on the official class list for that course.

2.3 Semester Credit Unit Load

1. Minimum and Maximum Credit Unit Load

The semester credit unit load for any student shall be between 15 and 24, in accordance with NUC guidelines. The exact credit load a student carries within this range shall be worked out by the student's academic adviser with the approval of the Head of Department and Dean of Faculty.

2. Registering Failed Courses

Subject to the limitations on semester credit unit (2.3.1) above and duration of the degree programme (Section 1.3) above a student shall be allowed to register a failed course at the appropriate semester. In doing so, the student shall first enter the course(s) he/she was unable to pass in the previous year before registering courses for the current year of study.

3. Sitting for Failed Courses as External Candidate

A final year student, who, after his/her examinations has a CGPA of 1.0 and above, may be permitted to sit for failed courses only up to a maximum of 14 credit units per semester, as an external candidate, without registering formally as a regular student the following session. He/she shall, however, inform the Registrar in good time through, his/her Head of Department of his/her intention to register the course(s) as an external candidate. Courses registered and passed in the final year shall not be repeated by the student as external candidate.

4. Condition for Repeating a Semester

A final year student who fails in more than 14 credit units per semester shall register a minimum of 15 credit units per semester as regular student and pay the necessary fees.

5. Minimum Credit Units Required for Graduation

The absolute minimum aggregate credit unit required for graduation is as follows:

- 6 year standard programme 180 units
- 5 year standard programme 150 units
- 4 year standard programme 120 units
- 3 year standard programme 90 units
- 2 year standard programme 60 units
- 1 year standard programme 30 units

2.4 Auditing of Courses

1. Regular Students

This category of students of the University may audit any course provided permission is obtained from the lecturer and the Head of the Department offering the course.

2. Occasional Students

I. These may include:

- a. Researchers, staff spouses, undergraduates of other universities, (including those enrolled under the

junior year abroad programme who, by special arrangement with the University are spending part of their undergraduate careers in the University).

b. Casual students wishing to audit courses at undergraduate level in the university for a period of one year or less, who possess the minimum entry requirement and who do not have any degree certificate or diploma in view.

ii. Occasional students shall be permitted to register and audit courses provided that they:

- a. Make applications either directly to the Registrar or through the relevant Head of Department or the relevant Dean of Faculty;
- b. Pay appropriate fees;
- c. Are not admitted to formal examinations of the University.
- d. To deposit in the University Library, a copy of any theses, dissertations, articles, or monographs, or any other material, which he/she shall produce on the basis of his/her study at the University;
- e. To acknowledge the assistance of the University in the text of any such works.
- f. Any other requirements shall be referred to the Entrance Board of the University

2.5 Adding/Dropping of Course(s)

1. *A student who wishes to add or drop a course (s) shall do so not later than five weeks from the date registration begins.*

2. A student may use an Add and Drop card duly completed to effect amendments in his/her registration on payment of N300.00 (three hundred Naira) for each Add and Drop Card.

2.6 Change of Degree Programme

1. Normally, a student shall not be allowed to change his/her degree programme until he/she has completed at least one full academic year in the University. Official application forms for any change of degree programme may be obtained from the Registrar's Office after paying the prescribed fee.
2. Where a student is permitted to change his/her degree programme, the change may prolong the length of time he/she will stay in the University.
3. Courses taken in former departments which are relevant to the new department, including the General Studies courses, shall be credited to him/her regardless of his/her level of attainment in such courses. The remaining courses shall appear in the students official academic records but shall not be taken into account in determining the student's cumulative grade point average for graduation. The responsibility to decide on the relevant or otherwise of the courses already taken shall rest with the Head of the new department.

CHAPTER THREE

3.0 REGULATIONS ON UNIVERSITY EXAMINATION

3.1 Introduction

Subject to such conditions as may be prescribed by or under the provisions or regulations of the University of Nigeria Degree, Senate shall exercise the following powers and perform the following functions:-

1. Arrange for the holding of examinations.
2. Appoint examiners for such examinations and lay down conditions.
3. Publish the results thereof.
4. Recommend to Council candidates for diploma, degree, and other academic distinctions.
5. Ensure maintenance of proper standard of examination and security of the papers and scripts.
6. Advise the Council regarding examination fees.

3.2 Eligibility

1. No student shall be eligible for any examination unless he/she has fulfilled the relevant conditions laid down in the Academic Regulations.
2. Students who have not reached 75% class attendance in a course shall normally not qualify to take examinations in the course.
3. Attendance at any university examinations may be stopped at any stage by Senate or the Vice-Chancellor in accordance with the University Statutes.
4. Lecturers must satisfy themselves that any student appearing for any end of semester examination in any course has the continuous assessment record in that course.

5. Failure to sit an examination:-

- i. Any student prevented from sitting any end of semester examination on account of ill-health shall, within 48 hours from the date of the examination in the said course(s), submit a medical certificate from the Director of the University Medical Centre to the Registrar through the Head of his/her Department.
- ii. Any student prevented from sitting any end of semester examination for reasons other than ill-health, shall report to the Registrar through the Head of Department in writing before the examination, giving details of the reasons for his or her absence from the examination. Where this is not possible, the report shall be submitted within 48 hours after the examination.
- iii. Where the conditions stipulated in 5(i) and (ii) above have been satisfied and/or approved, the student shall be required to re-register the course(s) at the next appropriate semester.
- iv. Where a student fails to sit any end of semester examination in any course(s) without valid reasons as stipulated in 5(i) and (ii) above, the student's continuous assessment record shall be used to return an appropriate grade for him/her in the said course(s).

3.3 Examination Time Table

1. Faculty/Departmental courses which are not service courses may be examined at the end of lectures at the discretion of the lecturer.
2. Faculty/Departmental courses which are service courses may be examined in accordance with the examinations time-table prepared by the Registrar.
3. All lectures (applicable to 2 above) shall end at least one week before the first day of the semester examinations.
4. For all semester examinations, a student shall as far as practicable, not be required to take more than two papers within a period of 24 hours. As far as practicable also, final year students shall not be required to take more than one paper in their major area within a period of 24 hours.-
5. The semester examination time-table shall be arranged in the following order:
 - i. - Departmental courses
 - ii. - G.S. Course
 - iii. - Inter-Faculty Courses
 - iv. - Intra-Faculty Courses
6. The Registrar shall produce an examination time-table for 5(ii), (iii) and (iv) above and circulate to all departments not later than one month before the commencement of each semester examination.
7. No changes in the time-table shall be entertained without the approval of the Registrar.

3.4 Establishment of Board of Examiners

1. Each department shall have a Board of Examiners with the Head of Department as its chairman. The Departmental Board of Examiners shall consist of not more than five and not less than two members appointed by Senate.
2. Each Departmental Board of Examiners shall be appointed by Senate, on the recommendation of the Departmental Board through the relevant Faculty Board.
3. Persons so appointed shall, thenceforth, be responsible to Senate.
4. For the Faculties of Law, Medical Sciences, Dentistry, Pharmaceutical Sciences and Veterinary Medicine, there shall be in each Faculty, a Faculty Board of Examiners appointed by Senate on the recommendation of the Faculty Board. The Dean shall be its chairman.
5. The appointment of the Departmental/Faculty Board of Examiners shall be done yearly.
6. Special members may be co-opted into Departmental/Faculty Board of Examiners to enable the Board handle special cases.

3.5 External Examiners

1. Appointment

- i. Every degree programme offered by a department shall attract in any year, one External Examiner who shall be appointed by Senate on the recommendation of the Departmental and the Faculty Boards.
- ii. Every department examining more than 300 students in any programme in a particular year shall be allowed one extra External Examiner.
- iii. Every department submitting nomination for the appointment of External Examiners shall indicate the number of final year courses to be examined and the number of candidates in each course.

- iv. Normally, departments shall recommend academics working in approved universities for appointment as External Examiners.
- v. If, for some reasons, a department finds it necessary to nominate an External Examiner from outside the university system, it must satisfy the Senate that there is no other person within the system of higher or comparable academic standing for the job. In addition, the Department shall be required to provide Senate with detailed information about the nominee's research and other relevant qualifications.
- vi. If, for some reasons, a department finds it necessary to nominate an external examiner from outside the university system, it shall also nominate a second external examiner of lower academic standing from within the university system to serve jointly with the person nominated from outside the university system.

2. Functions

- i. The External Examiner shall see all final year or professional examination question papers before the examination and shall send any comment on them to Head of Department.
- ii. The External Examiner shall mark or remark all such portions of candidates' scripts as he/she deems fit.
- iii. The External Examiner shall participate in the determination of the results of the final year or professional examinations and the final grade shall be approved at a meeting of the Departmental Board of Examiners at which the External Examiner shall normally be present.
- iv. The external examiner shall be required to submit to the Vice-Chancellor, a report on the result of the examination together with general comments on the work of the department.

3 A person appointed as an External Examiner shall satisfy the following three conditions-

- a. Must be external to the University;
- b. Must have had adequate experience in the university academic work;
- c. Must have high academic standing.

3.6 Setting of Examination Paper

- 1. Each lecturer shall be required to submit as directed by the Department/Faculty Board of Examiners, questions for the proposed examination paper for each course taught, to the Department/Faculty Board of Examiners through the Head of Department. Only one copy of such questions shall be submitted to the Department/Faculty Board of Examiners who shall determine, if necessary which of the questions submitted by the lecturer shall appear on each examination paper. The Board also shall have the right to alter the wording of each of the questions in consultation with the lecturer concerned.
- 2. Question papers for first and second semester examinations in final year courses shall be submitted to the External Examiner for moderation.
- 3. Where the External Examiner is local, only one copy of the question paper shall be produced.
- 4. Where the External Examiner is not readily accessible, a second copy of the question paper shall be produced by the Head of Department and forwarded to the External Examiner with instructions to destroy it after sending his/her comments to the Head of Department.

3.7 Conduct of Examinations

- 1. The arrangements for invigilation within each Faculty shall be the responsibility of the Faculty board.

- These arrangements include the selection of suitable examination rooms, the selection of invigilators and the positioning of students in each examination room.
2. Invigilators shall be drawn from the academic and senior administrative and technical staff of the University.
 3. There shall be at least, two invigilators in any one examination room/hall.
 4. The University shall supply printed answer books for all examinations. Each answer book shall be serially numbered and validated by the Registrar's Office and handed to the invigilator.
 5. Departments shall produce the list of candidates eligible to take the examination in each course. The list shall contain the names, registration numbers of every candidate, the candidate's department and a space for the signature of every candidate.
 6. The list of candidates for each examination shall be made available to the invigilators.
 7. Students shall use their registration numbers as their examination numbers.
 8. No paper, including blotting paper, shall be brought into the examination room by any candidate. Candidates shall normally enter the examination room only with pen, ink, pencil, eraser, ruler and other equipment such as mathematical instruments and mathematical tables, which they are specially authorised to bring to the examination hall. This does not prevent any department from setting an open-book examination. Invigilators shall draw the attention of candidates to this regulation at the start of each paper.
 9. No candidate shall normally be allowed to leave the examination hall within the first 30 minutes of any examination, or to enter the examination hall after 30 minutes.
 10. Smoking is not allowed in the examination room.

3.8 Procedure for Invigilating Examination

1. Before the examination

- i. About ten minutes before the examination is due to begin, screen the candidates thoroughly before admitting them into the examination room. Preliminary formalities such as making of announcements can then be completed on time before the issuing of examination materials to students.
- ii. Remind candidates that it is an offence to take into the examination room any unauthorised books, notes or manuscripts.
- iii. Announce that the attendance list of candidates is to be completed during the examination. No student shall leave the examination room without completing the register.
- iv. Issue the question papers without delay. Candidates who are uncertain which paper they should have shall be attended to after all the other candidates have been given their papers, and shall not be allowed to disrupt the distribution.

2. During the Examination

- i. Ensure that no candidate takes examination question papers out of the examination room until he/she has completed the examination.
- ii. Walk round the examination room periodically and ensure that there is no cheating. At all times, at least, one invigilator shall be actively supervising and not engaged in other tasks.
- iii. Ensure that every student signs his/her signature against his/her name and registration number in the attendance register.
- iv. Go round and check the identity cards to ensure that the student who is taking the examination is not impersonating.

alterations are made.

- vi. In the case of illness of a candidate, have the sick candidate removed from the examination room and if he/she shows no sign of quick recovery, contact the Medical Centre. In his or her own interest, every candidate who has been ill during an examination shall be advised to report to the Medical Centre even if he/she completes the examination.
- vii. Ensure that no extra time is given to a candidate who has been absent from the examination room for a time on grounds of ill-health. Instead, he/she shall write on the front cover of the candidate's answer book a note indicating the duration of the absence and nature of the illness if known. This may be considered by the examiner.

3. At the End of the Examination

- i. Every candidate shall remain silent and seated until all the scripts have been collected. If a candidate who has completed the attendance list fails to hand in a script, the invigilator shall note this in the column against his/her name and make a report later to the Head of Department or lecturer in-charge of the course.
- ii. The invigilator shall walk round and collect the script of each candidate before he/she leaves the examination room. The scripts of final-year students (if any) shall be separated from those of non-final year students.
- iii. The invigilator shall enclose the two sets of scripts, the attendance list, six copies of the question papers and one half of the surplus question papers in an envelope, to the Head of Department/lecturer after the examination.
- iv. The invigilator shall tie up, for return to the Examinations Office, half of the surplus question papers and all surplus writing materials.

3.9 Examination Malpractice

Categories A:

Offences leading to Expulsion from the University:-

1. Impersonation, aiding and abetting. The impersonator and the person impersonated are both liable. Any impersonator who is not a student of the University of Nigeria, Nsukka, shall be handed over to the police.
2. Presentation of fake I.D Card or submission of a fake external candidate's form or class admit photo card with the intention to impersonate.
3. Direct involvement in examination leakage, obtaining and making use of leaked examination question and/or solution.
4. Smuggling out/in of examination script and/or examination question paper.
5. Substitution of duly submitted answer scripts.
6. Forging/altering result grades and signature of officer.
7. Physical assault on a lecturer or invigilator.
8. Coming into examination hall with a gun or any dangerous weapon.
9. Threatening a lecturer or invigilator's life physically or in writing.
10. Exchanging examination script and writing for each other

Categories B:

Offences leading to suspension for one academic session and rustication from hostel after which the student re-registers and repeats the year. Every examination taken from that session will be cancelled and given a fail grade:-

1. Procuring and altering a medical certificate in order to obtain a deferment of examination
2. Lobbying for examination grades by whatever means.
3. Submission of forged registration materials including add/drop card.
4. Bringing in unauthorized materials, books, notes, papers, etc.
5. Exchange of answers by whatever means; papers, electronic, etc.

Categories C:

Offences leading to stepping down for one semester and rustication from hostel. This involves cancellation of/and giving a failure grade for other examinations taken that semester and re-registration in the next appropriate semester.

1. Mutilation of and/or in computer registration form that is not officially endorsed
2. Forcing oneself into examination hall by an unregistered student.

Categories D:

Offences leading to a student not to continue the examination/cancellation of that paper:-

1. Copying from another student ("giraffing") or discussing in the examination hall.
2. Deliberately exposing one's script for another to copy.
3. Refusal and/or failure to submit examination script.
4. Escaping from examination hall with or without the examination script.
5. Writing on any part of the human body with the intention to cheat.
6. Unruly behaviour in examination hall e.g. disobedience to lawful order.
7. Insulting an invigilator or investigators.
8. Any other form of cheating acts not specified hereunder calculated to confer undue advantage on the student whether discovered in or outside the examination hall shall be appropriately punished.

3.9.1 Handling Cases of Examination Malpractice:-

All cases of examination malpractice in and out of examination hall shall be reported promptly to the appropriate University functionaries as indicated below:

1. Offences in categories A and B shall be reported to the Vice-Chancellor and the Dean, respectively, while offences in categories C and D shall be handled by the Head of Department.
2. For offences in categories A, the Head of Department through the Dean of Faculty, shall forward the report on the examination malpractice to the Registrar within one week from the date of receipt of the report. For offences in categories B, the Head of Department shall forward the report to the Dean, also within one week of report.
3. A committee of investigation into examination malpractice for categories A and B shall normally complete its assignment not later than three months from the date of its constitution and submit its report

to the Vice-Chancellor or Dean, as the case may be.

4. For offences in categories C and D which can only be proved by oral evidence, i.e. without exhibits e.g. unruly behaviour in examination hall, the Chief Invigilator shall invite the Head of Department or his representative to the examination hall for instant determination of the offence.
5. For such other offences in categories C and D which can be proved by documentary/oral evidence. The Chief Invigilator and/or the lecturer concerned shall forward a report to the Head of Department within one week the offence was committed.

Report of all cases of examination malpractice determined by the Dean or Head of Department, shall be made available to the Vice-Chancellor, Deputy Vice-Chancellor (Academic) and the Registrar for their records. In all cases of examination malpractice in the hall, the invigilator shall:

- (i) Remove and retain any material, which he/she considers the candidate should not have brought into examination room; note carefully all the circumstances surrounding the case.
- (ii) Inform the candidate that he/she will be reported for examination misconduct.
- (iii) Instruct the candidate not to leave examination room without the invigilator's permission.
- (iv) Note the candidate's name, registration number, and department and obtain written statement.
- (v) Keep to a minimum any disturbance of nearby candidate by avoiding argument or lengthy explanations. Written instruction/instructions to the candidate may help.

3.9.2 Involvement of Staff in Examination Malpractice

Disciplinary measures shall be taken against members of staff (teaching and non-teaching) who are involved in examination malpractice in any form or who fail to apply the University's guidelines on conduct of examinations.

3.10 Reducing Incidence of Examination Malpractice

1. Lecturers shall use the list of compiled class admit cards of students registered for a course offered by the department in admitting students into examination in that course. Such list shall be made available to the invigilators during examinations for the purpose of identification of those who registered the course.
2. No lecturer shall force/penalize any student because of failure of the student to purchase the lecturer's handout/textbooks. Production and sale of handouts shall be co-ordinated by Heads of Department.
3. Any lecturer who contravenes the regulation in (3.10.2) above shall, be reported to the Vice-Chancellor by the Dean/Head of Department and the Vice-Chancellor shall discipline the lecturer.
4. Authentic and accurate list of students who registered a course, with duly approved photo admit cards for the course, shall be made available to the lecturer who taught the course for use during the examination by the Head of Department.
5. Lecturers shall normally deliver their lectures as scheduled in the departmental lecture time-table in order to avoid clustering lectures in a crash-like manner.
6. Continuous assessment shall continue to form an integral part of the final examination scores on any result submitted to the Registry and Management Information Systems (MIS) for any student.
7. Invigilators shall give specific identification marks on the scripts issued to students for an examination. To this end, therefore, examination scripts shall be collected early enough, but not earlier than a day before the examination, from the Examination Office of the Registrar's Department.
8. Examination question papers shall be produced and administered under strict security conditions by the

- department concerned.
9. Classrooms that are terraced shall normally not be used for examinations so as to avoid aspects of examination malpractice.
 10. Buildings with large space shall be used for examinations. Such halls shall contain adequate chairs and writing desks.
 11. For optimal utilization of time and space, all examinations for two groups of students taking different courses, may hold at the same venue and at the same time.
 12. Faculties/Departments with large classrooms shall oblige other faculties/departments who approach them for examination spaces.
 13. Students shall be searched before entering into examination halls.
 14. Strict vigilance shall be exercised by invigilators on a student, who, during the examination, claims to be going to ease himself or herself.
 15. There shall be provided, adequate period for examinations in order to minimise or eliminate clashes in examination time-tables.
 16. Faculties/Departments shall, in cooperation with the Registrar, endeavour to solve reported cases of examination clashes.
 17. There shall be adequate ratio of invigilators to students taking examinations e.g. one invigilator to about fifty students with an extra invigilator who shall be available to stand in, in case of need.
 18. Faculties/Departments shall examine courses with large students in fewer groups possibly sending the students to their base Faculties/Departments and enlisting the services of their invigilators.
 19. Invigilators shall be conversant with the guidelines on invigilation of examinations and shall announce to students the consequences of being involved in examination malpractice and what constitutes examination malpractice.
 20. Disciplinary measures shall be taken on members of staff (teaching and non-teaching) who are involved in examination malpractice in any form.
 21. Regulations on students who have overstayed in their programme or who obtained less than acceptable grade point average of 1.0 shall be applied, since this group of students is more prone to perpetuating examination malpractice.
 22. Relevant supporting documents about errors which necessitated change of grade through the use of 'Change of Grade Card' shall be retained by the Head of Department and shall be made available to the Dean of Faculty on request.
 23. Heads of Department and lecturers shall, at will, check the results of courses submitted in Examinations Office of the Registrar's Department against the recorded and computed results of a student.

3.11 Marking and Grading of Scripts

1. Only students whose names are on the course registration list emanating from the submission/compilation of class admit cards on the course and who participate in an examination in the course, shall have their scripts marked and results forwarded to the Registry/Management Information Systems (MIS).
2. The Lecturer shall normally mark all scripts for his/her courses and determine the grades to be awarded to each student.

3.

Percentage Score	Letter Grade	Points
70 - 100	A	5
60 - 69	B	4
50 - 59	C	3
45* - 49	D	2
40 - 44	E	1
0 - 39	F	0

*45% is now the new minimum pass score.

4. Continuous assessment shall carry 30% of the marks to be awarded to a student in a course at the end of the semester. The continuous assessment shall comprise tests, quizzes, term papers and essays as approved by the Board of Examiner.
5. The minimum passing grade for all courses, including electives and General Studies shall be 'E' (D).

3.12 Processing and Publication of Results:

1. Final Year Students' Results

- i. Final year scripts shall be submitted after moderation by External Examiner to the Department/Faculty of Examiners for final determination.
- ii. Examination results on final year courses shall be submitted to the Registry/Management Information Systems Unit (MIS) not later than 15 days after the end of the examinations.
- iii. For ANY FINAL year courses whose examinations results have not been forwarded within the 15 days stipulated in (2) above, the list of such courses and the name of the lecturers who teach the course shall be forwarded to the Vice-Chancellor by the Head of Department through the Dean of Faculty.
- iv. The Vice-Chancellor shall be required to discipline the defaulting lecturers of the courses whose results were not forwarded within the stipulated time.
- v. Heads of Department/Deans of Faculty shall make adequate arrangements to ensure that all External Examiners are invited on time for the moderation of final year examinations. Any difficulty which would vitiate the arrangement shall be reported in good time to the relevant authority and arrangements shall be made to solve the problem.
- vi. The examination results of non-final year courses which are taken by final year students shall be submitted within fifteen days as stipulated in (ii) above.
- vii. Any final year student taking a non-final year course which he/she duly registered shall have to mark boldly on his/her script "FINAL YEAR" This will enable his/her script to be identified, marked and submitted as stipulated in (ii) above.
- viii. Examination attendance list, scripts and results for final year students shall be forwarded by the lecturer to the Head of Department immediately.
- ix. No final year student shall be notified of the results of his/her final year semester examinations if the Registrar, on the advice of Bursar/accredited authority, certified that he/she owes the University.

2. Non-Final Year Students' Results

- i. Non-final year scripts shall be submitted to the Department/faculty Board of Examiners for final

- determination. This provision shall also apply to oral and practical examinations.
- ii. Examination results for non-final year courses for non-final year students shall be submitted to the Registry/Management Information Systems not later than four weeks from the date the semester examinations end; at any rate not later than the beginning of the following semester whichever is longer.
 - iii. List of examination results of courses for non-final year students not forwarded to the Registry/Management Information System Unit (MIS) by the date stipulated in (ii) above and names of the lecturers that teach the courses shall be forwarded to the Vice-Chancellor through the Dean of faculty by the Head of Department.
 - iv. Examination results, examination scripts and examination attendance lists shall be forwarded by the lecturer to the Head of Department immediately the scripts are marked and results produced.
 - v. Funds for all examinations shall be made available to the relevant Faculties/Departments by the University Administration, not later than 2 weeks before examinations begin.
 - vi. Examination results for courses shall be produced in the Official Grade and Class Roster or as appropriate and forwarded to the Registrar's Department/Management and Information Systems Unit (MIS). The results shall normally include the raw scores for examination and continuous assessment.
 - vii. Secretarial staff on leave may be recalled during processing of examinations if need be.
 - viii. Examination results forwarded to the Registrar's Department shall be computed (for final year students) within ten days; (for non-final year students) within six weeks. To this end, therefore, students' files and registration materials shall be forwarded as appropriate to the Registrar's Department.
 - ix. With effect from the 1998/99 session 'fail' grades made in any course, shall be taken into account in the subsequent calculation of the student's Cumulative Grade Point Average (CGPA).

3.13 Preservation of Used Answer Scripts

All used answer paper for each course shall be preserved by the Head of Department in which the course is taught for period of one academic year. Thereafter the University Administration shall make adequate arrangements to dispose of the used answer paper.

3.14 Review of Scripts of Aggrieved Students

1. A student aggrieved about his/her grading shall, in the first instance, petition the Registrar through the Head of his/her department. The Registrar shall refer the petition to the Faculty Board through the Dean of the Faculty offering the course for a review.
2. For examination in final year courses, the recommendation of the Faculty Board shall be sent to Senate through the Senate Committee on Examinations for ratification.
3. A student applying for review of answer script shall be required to pay the prescribed fees.
4. Photocopies of the scripts to be reviewed with all the comments of the original marker removed shall be forwarded for review as follows:-
 - i. Final year courses to one External Examiner;
 - ii. Non-final year courses to two Internal Examiners. In both cases, the reviewers shall not have participated in the original marking of the scripts.
5. Time limit for the submission of petition for review of scripts by aggrieved students shall be as follows:
 - i. Final year courses: two months from the date the results are officially published by the Registrar's Office
 - ii. Non-final year courses: two months from the date the results (date-stamped) are officially published on the departmental notice board by the department.

3.15 Graduation Requirements for Degree/Diploma/Certificate Programmes

1. Students shall be required to obtain a final cumulative grade point average of at least 1.00 to qualify for graduation.
2. Students shall obtain a passing grade in all Major, required Ancillary, and General Studies courses before they can graduate provided the student satisfies the minimum unit load required for graduation (See Section 2.3(5)).
3. The final CGPA shall determine the class of degree or diploma to be awarded, regardless of the number of attempts at the examination.
4. The following classes of degree and grades of diploma/certificate are awarded on the basis of the following CGPA:

CGPA	Degree	Diploma/Certificate
4.50 - 5.00	1 st Class Hons.	Distinction
3.50 - 4.49	2 nd Class Hons. (Upper)	Credit
2.40 - 3.49	2 nd Class Hons. (Lower)	Merit
1.50 - 2.39	3 rd Class Hons.	Pass
1.00 - 1.49	Pass*	Pass
0.00 - 0.90	Fail	Fail

**In line with recent National Universities Commission (NUC) decision, Pass degree will be abolished in the University of Nigeria with effect from 2013/2014 Academic Session.*

3.16 Aegrotat Degree

1. A candidate who has completed his/her final year courses and is prevented by illness from taking or completing the final year examinations shall be eligible to apply for an Aegrotat Degree if he/she is certified permanently incapable of taking the examinations in that programme and the standard of his/her work up to the date of his/her disability is such as to show that if he/she had taken the examinations, he/she would have qualified for the award of a degree.
2. A candidate who is absent by reason of illness from all his/her final year semester examinations may not apply for Aegrotat degree but may sit all the papers at subsequent semester examinations.
3. All applications for an Aegrotat Degree shall be made to the Registrar and must be accompanied by a medical certificate issued by the Director of Medical Services, University of Nigeria, indicating that the candidate was too ill to take the appropriate examinations. The Registrar shall transmit same to the Departmental Board of Examiners of the candidate's department, who shall transmit it through the Faculty Board for the approval of Senate.
4. Aegrotat Degree shall not be classified and the status "Aegrotat degree" shall be so stated in the certificate.

3.17 Transcript

A candidate may apply to the Registrar for a transcript of his/her academic records on payment of prescribed fees. The transcript may be sent only to organizations and institutions at the request of the student concerned. A personal transcript may be sent to a student on request but shall be boldly marked "Student's Copy, Not for Official Use".



Students studying for an examination



The convocation arena - where those who work hard have their day of celebration

CHAPTER FOUR

4.0 WITHDRAWAL FROM THE UNIVERSITY

4.1 Low Cumulative

1. Any student in any year of study who fails to make a CGPA of 1.00 at the end of the session shall be required to repeat the year of study i.e. he/she shall be on probation.
2. If at the end of the probationary period, the student still fails to make a CGPA of 1.00 he/she shall be required to withdraw from the programme of study. Subsequently, he could possibly change into another programme. If he/she is not successful in securing a change, he/she withdraws from the University.
3. If he succeeds in securing a change of programme and still fails to make a CGPA of 1.00 in the new programme, he/she will be placed on probation in the new programme.
4. If after (3) above the student still fails to make a CGPA of 1.00 he/she shall be required to withdraw from the University.
5. In no circumstance shall any student be allowed more than two periods of probation in his/her academic career in the University.

4.2 Voluntary Withdrawal

A student may withdraw from the University at any time on the completion of the official withdrawal form obtainable from the office of the Dean of Student Affairs. In the case of such voluntary withdrawal, the refund of fees paid in excess of the period stayed in the University will be made by the Bursar's Office. Such a student may retain grades made for semester examinations. A student who so withdraws from the University may, in order to be readmitted, send a formal application through his/her Head of Department and receive official clearance from the Registrar.

4.3 Unauthorised Withdrawal

A student who withdraws from the University without authority may not be considered for re-admission until his/her case has been considered on its merit by the Departmental/Faculty Board.

4.4 Withdrawal for Health Reasons

A student may withdraw or be asked to withdraw for health reasons certified by an approved medical officer. Such a student shall be re-admitted into the university on production of a valid medical report from an approved medical officer.

4.5 Disciplinary Withdrawal

A student who is sent out on grounds of disciplinary action may not be re-admitted unless with the express permission of the Vice-Chancellor.

4.6 Re-Admission

1. *Financial Obligation Before Re-admission:*
Before a student may be considered for re-admission, he/she shall be required to clear any debt standing against him/her before withdrawing from the University.
2. *Time Limit for Re-Admission*
A student who withdraws from the University for any reason and who is not re-admitted within a period of three consecutive academic years from the date of his/her withdrawal, may not be credited any

course(s) taken prior to withdrawal, should he/she return to the University. The Head of Department may, however, make a general assessment of the individual's knowledge of the courses taken prior to withdrawal and recommend the year of entry on re-admission.

CHAPTER FIVE

5.0 ACADEMIC ADVISING

5.1 Assignment of Academic Advisers:

1. All teaching staff are involved in academic advising. However, departments may decide to assign this duty to a few members of staff. When this procedure is followed, due allowance shall be made for the time spent by the members of staff concerned with academic advising in relation to teaching duties.
2. A single adviser should normally look after a student throughout his/her course but changes may be permitted by Heads of Department in exceptional cases.

5.2 Functions of Various Officers in Respect of Academic Advising:

1. Academic Advisers:

- i. Mapping out programmes for individual students.
- ii. Ensuring effective enrolment of students during registration periods.
- iii. Checking of academic load of students with regard to the number of credit units to be carried per semester.
- iv. Changing of courses/degree programmes.
- v. Making sure that the regulations of the academic departments and the University are duly observed by the students.
- vi. Effective keeping of folders for students.
- vii. Keeping regular office hours for the students.
- viii. Interviewing their students at least once a semester.
- ix. Consulting the Dean of Student Affairs where students have psychological problems.

2. Heads of Department:

- i. Appointment of academic advisers and staff advisers to departmental academic associations.
- ii. Ensuring that the advisers do their work effectively.
- iii. Meeting students and staff in order to explain departmental procedures, especially before registration.
- iv. Receiving adviser's recommendations and suggestions and considering other special cases referred to them by advisers. The types of recommendations to be checked include programmes for individual students, credit unit loads, and change or degree programmes.
- v. Making such departmental regulations in consonance with university regulations.
- vi. Mapping out of all departmental degree programmes, including the compulsory credit load required by the department.
- vii. Making inter-departmental arrangements which concern staff and students in their departments.
- viii. Maintaining major files on the students and giving their staff access to such files. Also making sure that their advisers get duplicates of academic records of students.

- ix. Keeping their respective Deans and the Registrar informed about what allocations of academic advisers they have made in respect of every student in the department.

3. Deans of Faculty:

- i. Ensuring that all departments have clearly mapped out programmes.
- ii. Reviewing Heads of Departments' recommendations and suggestions and considering special cases; such special cases will deal with mapping out programmes for individual students, changing of courses or degree programmes.

4. Registrar:

- i. Addressing the students during orientation week, giving them as much information as possible on academic life.
- ii. Making available all relevant registration materials to Heads of Department and advisers including:
 - 1. List of admitted students
 - 2. Temporary course Registration Forms (Dummy)
 - 3. Course Registration and other forms (Computer Forms)
 - 4. Course enrolment cards
 - 5. Student population Proforma
 - 6. Official Grade and Class Roster
 - 7. Add and Drop cards.
- iii. Providing adequate and effective information to students after they have been registered.
- iv. Disseminating information about careers and job opportunities for students.

5. Dean of Student Affairs:

- i. Advising students on careers.
- ii. Arranging vacation jobs for them.
- iii. Making arrangements for work aid.
- iv. Arranging loans and scholarships (Foundation loan excluded).
- v. Making hostel arrangements and initiating disciplinary actions where necessary.
- vi. Informing Heads of Department on (ii), (iv) and (v) above.
- vii. Giving any necessary psychological advice.

CHAPTER SIX

6.0 MODALITIES FOR THE PRODUCTION AND SALE OF HANDOUTS AND TEXT BOOKS TO STUDENTS OF THE UNIVERSITY OF NIGERIA

6.1 PRODUCTION AND SALE HANDOUTS*

1. The production of hand-outs shall be sustained and encouraged in the University of Nigeria, in view of their essence in learning
2. Faculties/Schools/Departments shall set up publication committees to handle the production of hand-outs. Such committees shall receive and vet materials submitted by lecturers for handout production. This will ensure the production of quality hand-outs, avoidance of irrelevant materials and unnecessary duplications.
3. Faculties/Schools/Departments shall take administrative responsibility for the production, costing and sale of their hand-outs. They shall also determine appropriate remuneration for the contributing staff.
4. The purchase of hand-outs shall be optional.

6.2 TEXT-BOOKS

1. Lecturers shall be allowed and encouraged to write and produce textbooks to enhance the learning process.
2. The cost of such text book(s) shall be determined by the lecturer and the publisher.
3. The purchase of text books shall be optional.

6.3 DISCIPLINARY ACTION

1. The university administration shall take steps to investigate reported case(s) of abuse of production and sale of hand-outs, for appropriate disciplinary action.

**The University Administration frowns at the production of handouts since they encourage laziness on the part of both students and lecturers as well as generate certain corrupt practices that cannot be easily monitored. As a result, the University Administration discourages the production of hand-outs by individual lecturers.*

CHAPTER SEVEN

7.0 INTER-UNIVERSITY TRANSFER AND SECOND BACHELOR'S DEGREE

7.1 Inter-University Transfer Students:

1. Application form for transfer admission into the university may be obtained from the Registrar's Department on the payment of prescribed fees.
2. Transfer students shall possess the minimum University and Departmental entry requirements prior to entry into the university from where they are seeking transfers.
3. Consideration of application for inter-university transfers shall be for students from comparable universities who are prepared to continue with the same courses as they were pursuing in the university from where they are seeking transfers.
4. Transfer students shall make minimum cumulative grade point average of 2.95 to qualify for consideration.
5. The number of students offered admission by transfer shall not exceed 4% of the departmental admission quota in anyone year.
6. In considering applications for transfer, faculties/departments shall ensure that candidates with very high scores at the UME who indicated the university as their first choice are not left out in preference to transfer candidates.
7. All recommendations for admission by transfer from faculties shall be submitted to the Registry for collation and presentation to the Committee of Deans for consideration.
8. At the end of each admission exercise, a report on admission by transfer shall be presented to the Committee of Deans along with other aspects of the admission exercise.
9. A transfer student admitted into the university after three consecutive academic years away from his/her former university, will have his/her new department, determine in which year of study he/she shall be placed on admission.

7.2 Second Bachelor's Degree of the University of Nigeria:

The minimum period of attendance at courses required of a former graduate of the University who wishes to pursue a second bachelor's degree of the university is one session. Such student who holds the degree of the university shall be judged only on his/her performance in the second degree programme, even though recognition shall be accorded to relevant courses taken in the previous degree programme, including the General Studies courses, in planning the student's programme for the second bachelor's degree.

CHAPTER EIGHT

8.0 REGULATIONS GOVERNING THE DEGREE OF BACHELOR OF MEDICINE (M.B.) AND BACHELOR OF SURGERY (B.S.) OF THE UNIVERSITY OF NIGERIA

- 8.1** The Degree of Bachelor of Medicine and Bachelor of Surgery (M.B.B.S.) shall be the primary degrees in Medicine and Surgery in the Faculties of Medical Sciences and Dentistry and shall be awarded at the same time and after the same courses of study
- 8.2** The curriculum for the degrees of Bachelor of Medicine and Bachelor of Surgery shall normally extend over a period of six academic years for students admitted by University Matriculation Examination (UME) and five years for students admitted by Direct Entry.
- 8.3** To qualify for the degree of Bachelor of Medicine and Bachelor of Surgery, candidates must spend the last three years in the Faculties of Medical Sciences and Dentistry. The remaining period (of the curriculum) may be spent in any other university or medical school approved for the purpose by the Senate, on the recommendation of the Faculty Board of Studies.
- 8.4** The examiners for the degrees shall be those approved by the Senate.
- 8.5** All candidates for the degrees of Bachelor of Medicine and Bachelor of Surgery shall be required to have satisfied the examiners in several subjects of five examinations titled respectively:
- The First Professional Examination
 - The Second Professional Examination
 - The Third Professional Examination
 - The Fourth Professional Examination
 - The fifth Professional Examination

Candidate shall also be required to have satisfied the examiners in the General Studies and other required courses in the University.

All candidates shall normally take the First Professional Examination at the end of the 1st year, the Second Professional Examination after the 1st semester of the 3rd year, the Third Professional Examination at the end of the 4th year, the Fourth Professional Examination not less than 30 months after the Second Professional Examination and the fifth Professional Examination after a period of study not less than 36 months after passing the Second Professional Examination.

8.6 The First Professional Examination (Pre-Medical)

1. The subjects of the First Professional Examination (Pre-Medical) which shall be guided the by the general University Academic Regulation, shall include courses in:
 - a. Chemistry
 - b. Physics
 - c. Biology (including Medical Genetics and Basic Parasitology).
2. Candidates shall have satisfied the general and specific requirements for admission into the M.B.B.S. programme of the University before presenting themselves for the First Professional Examination.

3. No credit shall be awarded to University Matriculation Examination (UME) candidates for papers passed in individual subjects at the Advance Level in the General Certificate Examination (or approved equivalent).
4. i. The component courses in Biology shall include;
 - a. Bio 101 - Genetics for Medical Students.
 - b. Bio. 121 - Basic Parasitology for Medical students.
- ii. Candidates who fail to make the passing grade in any course, shall be required to re-register the course and shall carry a minimum credit load of 15 for that semester.
- iii. Candidates who fail after repeating the year shall be required to withdraw from the Faculties.
5. Those who wish to withdraw from the Faculties after the First Professional Examination shall have the grade point average calculated as provided for in the general University Academic Regulations.
6. Candidates shall not be allowed to proceed with the courses in Anatomy, Physiology and Medical Biochemistry until they have passed or gained exemption from the whole of the First Professional Examinations.
7. Candidates shall have passed all relevant General Studies (G.S.) Courses before presenting themselves for the Third Professional Examination.
8. Candidates who score less than an average of 40 % in more than one core subject shall be required to withdraw from the Faculty.

8.7 Second Professional Examination

1. The subjects of the Second Professional Examination shall be:
 - a. Anatomy
 - b. Physiology
 - c. Medical Biochemistry.
2. The examination shall normally be held in April and September.
Candidates must present themselves for examination in all three subjects on the first occasion and those who have satisfied the examiners in the whole examination in April shall proceed to the Introductory Clinical course and to courses in Pathological Sciences and Pharmacology during the 2nd semester of the 3rd year of the courses.
3.
 - a. Candidates who score less than 40% in all three subjects in first attempt shall be required to withdraw from the course.
 - b. Candidates who fail in 2 or more subjects at first attempt shall be required to repeat the entire examination in 12 months after further instructions.
 - c. Candidates who fail in one subject only may be permitted by Senate, on the recommendation of Faculty Board of Studies, to proceed with the Introductory Clinical Course and to be re-examined at the end of September in the subject in which they failed.
4. Candidates who fail in the second examination in September shall be deemed to have failed the entire Second Professional examination and shall be required, after further instructions in Anatomy, Physiology and Medical Biochemistry, to take the entire examination again in April of the following year. Such candidates if successful shall be required to attend the Introductory Clinic Course for a second time.
5. Candidates who fail to obtain full pass at the Second Professional examination after three attempts or candidates who fail in two or more subjects in two successive attempts shall be required to withdraw

6. Candidates who have pursued successfully courses of study in Anatomy, Physiology and Medical Biochemistry, in another institution approved by the Senate on the recommendation of the Faculty Board of Studies shall be exempted from such part of the course of studies leading to the Second Professional examination or from the examination.
7. A distinction may be awarded in the individual subjects to candidates who have passed the whole of the Second Professional examination at the first attempt. The names of candidates who have satisfied the examiners in the Second Professional examination shall be published in alphabetical order.

8.8 Third Professional Examination

1. The Subjects of the Third Professional examination shall be;
 - a. Pharmacology
 - b. Pathological Sciences (Chemical Pathology, Haematology/Immunology, Histopathology, Medical Microbiology)

The examination shall normally be held in June and December. No candidate shall be allowed to sit for the Third M.B.B.S. examination until he has passed the Second M.B.B.S. examination.
2. Candidates shall present themselves for examination in both subjects at the same time on the first occasion.
3. Candidates who fail in one subject only may be permitted by Senate on the recommendation of the Faculty Board of Studies, to proceed with the courses leading to the Fourth Professional examination and present themselves on a subsequent occasion for re-examination in the subject in which they failed.
4. Candidates who fail both subjects of the Third Professional examination at first attempt shall stay back for one year to repeat the courses and examination as a second attempt.
5. Candidates who in their 2nd attempt fail in one subject of the examination, shall be required to stay back for further instructions and be re-examined in the subject referred after six months and shall not proceed with other postings. Candidates who in their third attempt make less than 45% shall be required to withdraw from the Faculty.
6. Normally, three (3) attempts shall be allowed for passing the Third M.B.B.S. degree examination. The 4th and final attempt shall be on the recommendation of the Faculty Board of Studies and approval by Senate. This recommendation shall be based strictly on the candidate's score which shall not be below 45%.
7. A distinction may be awarded in the individual subjects to those candidates who have passed the whole of the Third Professional examination at the first attempt. The names of candidates who have satisfied the examiners in the Third Professional examination shall be published in alphabetical order.

8.9 Fourth Professional Examination

1. The subjects of the fourth Professional examination shall be;
 - a. Paediatrics
 - b. Community Medicine
 - c. Obstetrics and Gynaecology

The examination shall normally be held in December and June.
2. No candidate shall be admitted into the Fourth Professional examination until he/she has passed both subjects of the Third Professional examination.
3.
 - i. Candidates shall present themselves for examination in all the subjects on the first occasion.
 - ii. Candidates who fail to satisfy the examiners in any of the subjects shall present themselves on a subsequent occasion for re-examination in the subject or subjects in which they failed.

4. A distinction may be awarded in the individual subjects to candidates who have passed the whole of the Fourth Professional examination at the first attempt. The names of candidates who have satisfied the examiners shall be published in alphabetical order.
5. Normally three (3) attempts are allowed for passing the Fourth M.B, B.S. examination. A fourth and final attempt shall be on the recommendation of the Faculty Board and approval by Senate.

8.10 Fifth Professional Examination

1. The subjects of the Fifth Professional examination shall be:
 - a. Medicine, including Therapeutics, Psychological Medicine, Dermatology and Radiation Medicine.
 - b. Surgery, including Anesthesiology, Otolaryngology and Ophthalmology.
2. Candidates shall not be admitted to the Fifth Professional examination until they have passed all the subjects of the Fourth Professional examination.
3. Candidates shall present themselves for examination in all subjects on the first occasion. Candidates who fail to satisfy the examiners in any of these subjects shall present themselves on a subsequent occasion for re-examination in the subject or subjects in which they failed.
4. A distinction may be awarded in the individual subjects to candidates who have passed the whole of the Fifth Professional examinations at the first attempt. The names of candidates who have satisfied the examiners in the Fifth Professional examination shall be published in alphabetical order.

8.11 General

1. Before presenting themselves for any Professional examination, candidates shall be required to have completed, to the satisfaction of the departments concerned, such periods of approved practical/clinical work. Minimum of 75% attendance is mandatory.
2. In order to pass in any subject of the Fourth and Fifth Professional examinations candidates must satisfy the examiners in the clinical parts of the examinations.
3. The minimum residential requirement for transfer students from other Universities for the award of the M.B.B.S. (Nig) shall normally be three years. There shall be no exemption from the Third, Fourth, or Fifth Professional examinations.
4. Withdrawal from the courses leading to the award of the degrees of M.B.B.S. on academic grounds is permanent.
5. In consonance with the procedure in all medical schools, and the regulation by the professional body – the Nigerian Medical and Dental Council, the pass mark for all professional M.B.B.S. degree examinations is 50% (C). This is without prejudice to the provision in 8.6.7. above.

CHAPTER NINE

9.0 REGULATIONS GOVERNING THE AWARD OF THE DEGREE OF BACHELOR OF PHARMACY (B. PHARM.)

- 9.1 The degree of Bachelor of Pharmacy (B. Pharm.) shall be the primary degree in the Faculty of Pharmaceutical Sciences and shall be awarded after a successful completion of the Senate approved curriculum and examinations.
- 9.2 The curriculum for the Degree of Bachelor of Pharmacy shall normally extend over a period of five academic years for students admitted by University Matriculation Examination and four years for students admitted by Direct Entry.
- 9.3
- i. To qualify to proceed to the first of the four-year professional studies, the candidate must satisfy the examiners in the preliminary examinations in the subjects of **Chemistry, Physics, Biology** and **Mathematics** e.g. the student makes an average score of 40% when the various components of each subject are added.
 - ii. Where a candidate fails to make the passing average of 40% in any subject, he shall be required to repeat the year and re-register any component course(s) that he failed, and should carry a minimum credit load of 15 units for a semester.
 - iii. **Where a candidate fails to make the passing average of 40% in any subject, and/or is unsuccessful in the preliminary examinations in the subjects listed in 3a above after two consecutive years of study, the candidate shall be required to withdraw from the Bachelor of Pharmacy Degree programme.**
 - iv. Where a student obtains the minimum passing average of 40% in any subject but fails any of the component courses, he shall re-register and pass the course in accordance with the General University Academic Regulations, before his graduation.
- 9.4 To qualify for the award of the **Degree of Bachelor** of Pharmacy, the candidate must satisfy the examiners in the following examinations:
- i. Non-professional Examination
 - ii. First professional Examination
 - iii. Second professional Examination
 - iv. Third professional Examination
 - v. Fourth professional Examination

9.5 Examination Arrangement

Professional examinations shall normally take place at the end of each semester of session.

Continuous Assessment

Continuous assessment during the semester may form part of the final grading. Continuous assessment shall not exceed 30% of the final grade.

All candidates are required to have a minimum of 75% attendance of each course.

9.6 During the professional phase of the curriculum, there shall be semester examinations in:

- i. General Studies Courses
- ii. Introduction to Computer Science
- iii. Application of Computer to Pharmacy
- iv. Statistics for Biological Sciences

9.7 The evaluation of students' academic work in the professional examinations shall be governed by the **Bachelor of Pharmacy Regulation viz:**

- a. In the professional examinations, the results shall not be translated into letter grades.
- b. Successful completion of a professional paper from the first to the fourth professional examination means an examination score of 50% in each course taken, except **Forensic Pharmacy and Dispensing**, which **shall be 60%**.
- c. In any professional examination a distinction shall be awarded in any subject(s) of the examination, except **project**, provided the candidate scores 70 % and above in the subject(s) and passes all the subjects of that examination at first sitting. The award of distinction shall be subject to a creditable defense in an oral examination.
- d. The **Bachelor of Pharmacy Degree** shall not be classified.

9.8 Non-Professional Examinations

The semester courses for the non-professional examinations shall be as follows:

- A (i) **First Year of Study for UME Candidates**
 - a. General Mathematics
 - b. General Physics for Life Sciences (Theory and Practical)
 - c. General Biology (Theory and Practical)
 - d. Basic Principles of Chemistry (Theory and Practical)
 - e. The Use of English
 - f. Social Sciences
- A (ii) **First Year of Study for Direct Entry Candidates**
 - a. General Mathematics
 - b. The Use of English
- B (i) **Second Year of Study for UME Candidates**
 - a. Humanities
- B (ii) **Second year of study for Direct Entry Candidates**
 - a. Social Sciences or Humanities
 - b. Statistics for Biological Sciences
 - c. Introduction to Computer Science
 - d. Application of Computer to Pharmacy
- C. **Third Year of Study for UME Candidates**
 - a. Statistics for Biological Sciences
 - b. Introduction to Computer Science
 - c. Application of Computer to Pharmacy

9.9 First Professional Examination

This examination is held in the second year of the programme. The examination shall normally be held in the second semester. The papers for the examination shall be:

- i. Human Physiology (Theory and Practical)
- ii. Dispensing (Theory and Practical)
- iii. Basic Pharmaceutical Microbiology and Basic Pharmaceutical Biochemistry.
- iv. Pharmacognosy (Theory and Practical)

9.10 Guidelines for the First Professional Examination

- a. Candidates who fail in three or more papers in the professional examination shall be required to repeat the year with no option of resit.
- b. Candidates who fail in one or two paper(s) of the first professional examination shall resit the failed paper(s) during the resit professional examination.
- c. Candidates who could not pass all the resitted paper(s) shall be required to repeat the year and re-register the entire examination in the following academic year.
- d. Candidates who are unsuccessful in the first professional examination after two consecutive years of study shall be required to withdraw from the Bachelor of Pharmacy Degree Programme.

9.11 Second Professional Examination

This examination is held in the third year of the programme. The papers shall be:

- i. Unit Operations (Theory and Practical)
- ii. Phytoevaluation (Theory and Practical)
- iii. Pharmaceutical Chemistry (Theory and Practical)
- iv. Pharmacy Administration and Management and Biopharmaceutics
- v. Basic Pharmacology (Theory and Practical)

9.12 Guidelines for the Second Professional Examination

- a. Candidates who fail in more than two papers of the second professional examinations shall be required to repeat the year with no option of resit, and re-register all the courses that make up the second professional examination.
- b. Candidates who fail in not more than two papers shall be required to present themselves for re-examination during the resit professional examination in the paper(s), which they failed.
- c. Candidate who are unsuccessful (fail in one or two papers) after the resit examination shall be required to repeat the year, and re-register all the papers that make up the second professional examination.
- d. **Candidates who are unsuccessful in the second professional examination after two consecutive years of study shall be required to withdraw from the Bachelor of Pharmacy Programme.**

9.13 Third Professional Examination

This examination is held in the fourth year stage of the programme. The subjects for the examination shall be:

- i. Advanced Pharmacology (Theory and Practical)
- ii. Forensic Pharmacy
- iii. Pharmaceutical Technology (Theory and Practical)
- iv. Clinical Pharmacy
- v. Pharmaceutics (Theory and Practical)
- vi. Pharmaceutical Chemistry and Analysis

9.14 Guidelines for the Third Professional Examination

- a. Candidates who fail in three or more papers shall be required to repeat the year with no option of resit.
- b. Candidates who fail in not more than two papers shall be required to present themselves for re-examination during the resit examination in the paper(s), which they failed.
- c. Candidates who fail in one paper after the resit examination may proceed to the next class but shall re-register the failed paper and be examined on it in the following academic year.
- d. Candidates who fail in two papers in the resit examination shall be required to repeat the year, and re-register the entire examination in the following academic year.
- e. Candidates who are unsuccessful in third professional examination after two consecutive academic years may be allowed to continue in the programme only with the permission of Senate on the recommendation of the Board of Faculty of Pharmaceutical Sciences. This recommendation shall be based strictly on the candidate's score in each paper, which shall not be less than 45%.

9.15 Fourth Professional Examination

This examination is held in the fifth year of the programme. The papers for the examination shall be:

- i. Immunology and Pharmaceutical Fermentation
- ii. Industrial Pharmacy
- iii. Phytochemistry
- iv. Pharmacological Screening and Toxicology
- v. Medicinal Chemistry
- vi. Clinical Clerkship and Therapeutics
- vii. Project

9.16 Guidelines for the Fourth Professional Examination

- a. Candidates are required to pass all papers, which comprise the final examinations, including the project.
- b. Candidates who fail in three or more papers, including any carried over paper, shall be required to repeat the year, with no option of resit.
- c. Candidates who fail in one or two paper(s) will be allowed to present themselves for re-examination during the resit examination in the paper(s), which they failed.
- d. Candidates who are unsuccessful after the resit examination shall repeat the year.
- e. Candidate(s) who fail the project shall have three months from the official publication of the result to re-

-submit the project for re-examination.

- f. Any subsequent attempt on the fourth professional examination after two consecutive academic years shall be with permission of Senate on the recommendation of the Board of Faculty of Pharmaceutical Sciences.

9.17 General Considerations

- (a) Before presenting themselves for any examination, candidates shall be required to have completed, to the satisfaction of the Departments concerned, approved periods of practical work and /or other assignments regarded as part of the programme.
- (b) Before presenting themselves for resit examination, candidates shall be required to have attended tutorial classes.
- (c) All professional examinations shall consist of written, practical and/ or oral examinations.
- (d) Without prejudice to the existing General University Academic Regulations on examination malpractice, any student found guilty of any form of examination malpractice shall not be allowed to continue with the Bachelor of Pharmacy programme.
- (e) A candidate shall normally be allowed four attempts in any of professional papers, after which he shall be required to withdraw from the Bachelor of Pharmacy programme.
- (f) A candidate who by virtue of the performance in any of the professional examinations loses the option of a resit, shall have that particular resit included in his number of attempts on the paper(s).
- (g) A candidate who for whatever reason, fails to utilize a resit opportunity, shall have that particular resit included in his number of attempts on the paper(s).
- (h) A candidate in the fourth stage of the professional programme, who has made four unsuccessful attempts on any professional paper(s) and who has obtained the permission of Senate for subsequent attempt(s), shall be required, before being awarded the degree, to re-register and pass the paper(s), which he failed.
- (i) Any matter(s) relating to the award of the degree of Bachelor of Pharmacy of this University, which are not covered in these regulations shall be subject for determination by the Board of the Faculty of Pharmaceutical Sciences.

9.18 COMBINATION FOR PROFESSIONAL EXAMINATION

1. FIRST PROFESSIONAL EXAMINATIONS

Paper No.	Title	Course Combination
I	Human Physiology	PHM 251 Human Physiology I PHM 252 Practical Human Physiology PHM 254 Human Physiology II PHM 284 Anatomy and Histology PHM 286 Practical Anatomy and Histology
II	Dispensing	PHM 202 Pharmaceutical Calculations PHM 222 Pharmaceutics I PHM 224 Practical Pharmaceutics I PHM 282 Introduction to Pharmacy Practice
III	Basic Pharmaceutical Microbiology and Basic Pharmaceutical Biochemistry	PHM 223 Basic Pharm.. Microbiology PHM 225 Practical Basic Pharm. Microbiology PHM 255 Basic Pharm. Biochemistry PHM 256 Applied Pharm. Biochemistry PHM 257 Practical Basic Pharm. Biochemistry.
IV	Pharmacognosy	PHM 241 Pharmacognosy IA PHM 242 Practical Pharmacognosy IA PHM 244 Pharmacognosy IB

2. SECOND PROFESSIONAL EXAMINATIONS

Paper No.	Title	Course Combination
I	Unit Operations	PHM 311 Pharmaceutical Technology II PHM 313 Practical Pharm. Technology II PHM 211 Introduction to Unit Operations PHM 213 Practical Unit Operations
II	Phytoevaluation	PHM 341 Pharmacognosy II PHM 343 Practical Pharmacognosy II PHM 344 Phytoevaluation PHM 346 Practical Phytoevaluation
III	Pharmaceutical Chemistry	PHM 231 Pharmaceutical Chemistry I PHM 233 Practical Pharm. Chemistry I PHM 331 Pharmaceutical Chemistry IIA PHM 332 Practical Pharmaceutical Chemistry II PHM 334 Pharmaceutical Chemistry IIB
IV	Pharmacy Admin. & Management and Biopharmaceutics	PHM 361 Pharmacy Administration (Economics) PHM 362 Pharmacy Administration (Management) PHM 382 Biopharmaceutics

V	Pharmacology	PHM 351 Pharmacology I PHM 353 Practical Pharmacology I PHM 354 Pharmacology II PHM 356 Practical Pharmacology II
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3. THIRD PROFESSIONAL EXAMINATIONS

Paper No.	Title	Course Combination
I	Advanced Pharmacology	PHM 451 Pharmacology III PHM 453 Practical Pharmacology III PHM 454 Pharmacology IV
II	Forensic Pharmacy	PHM 472 Forensic Pharmacy
III	Pharmaceutical Technology	PHM 412 Pharmaceutical Technology III PHM 414 Practical Pharm. Technology III PHM 416 Cosmetic Science and Technology
IV	Clinical Pharmacy	PHM 481 Pathology for Pharmacy Students PHM 484 Introduction to Clinical Pharmacy PHM 466 Clinical Pharmacokinetics
V	Pharmaceutics	PHM 421 Pharmaceutics III PHM 423 Practical Pharmaceutics III PHM 424 Advanced Practical Dispensing
VI	Pharmaceutical Chemistry and Analysis	PHM 431 Pharm. Chemistry IIIA PHM 435 Pharmaceutical Analysis I PHM 437 Practical Pharm. Analysis PHM 432 Practical Pharm. Chem. III PHM 434 Pharm. Chemistry IIIB

4. FOURTH PROFESSIONAL EXAMINATIONS

Paper No.	Title	Course Combination
I	Immunology and Pharmaceutical Fermentation	PHM 521 Pharmaceutics IV
II	Industrial Pharmacy	PHM 511 Industrial Pharmacy and Process Validation
III	Phytochemistry	PHM 441 Phytomedicinal Analysis PHM 442 Pract. Phytomedicinal Analysis PHM 541 Phytochemistry and Environmental Medicine
IV	Pharmacological Screening & Toxicology	PHM 551 Pharmacology V

V	Medicinal Chemistry	Pharm. 531 Pharmaceutical Chemistry IV Pharm. 533 Pharmaceutical Analysis II
VI	Therapeutics and Clinical Clerkship	PHM 581 Pharmacotherapeutics PHM 582 Clinical Clerkship PHM 584 Literature Evaluation and Drug Information
VII	Project	PHM 592 Project

The Faculty Conducts Field Trips In Various Areas Including Botanical, Traditional, Industrial, Clinical and Hospital Settings.

CHAPTER TEN

1.0 REGULATIONS GOVERNING THE AWARD OF THE DEGREE OF DOCTOR OF VETERINARY MEDICINE (DVM)

- 1.1** The different Departments of the Faculty of Veterinary Medicine jointly prepare candidates for award of Doctor of Veterinary Medicine degree. The degree of Doctor of Veterinary Medicine (DVM) shall be the primary degree in Veterinary Medicine and shall be awarded at the end of successful completion of the Senate approved curricula and examinations.
- 1.2** The course extends over a minimum of six years for University Matriculation Examination (UME) candidates and five years for Direct Entry candidates. The curriculum is divided into two parts:
- i. Pre-Professional Phase of one year duration which provides the student with a good background in the Social and Natural Sciences and introduces him to livestock industry.
 - ii. The Professional phase of five-year duration (DVM I-V) which consists of an eighteen month pre-clinical phase, and twenty-four month clinical phase.
- 1.3** To qualify for an award of Doctor of Veterinary Medicine (DVM), a candidate must satisfy the examiners in the following examinations given normally in March, June and September of each year (as the case may be):
- i. Pre-Professional Examinations (governed by General University Examinations Regulations).
 - ii. Professional Examinations governed by DVM Regulations viz.
 - a. First Professional Examination
 - b. Second Professional Examination – Parts I & II
 - c. Third Professional Examination – Parts I & II
 - d. Fourth Professional Examination
 - iii. The candidate must have also successfully completed a minimum of six months supervised clinical practice undertaken during the long vacation between 2nd and the 6th year of study in addition to that undertaken during normal course of instruction according to the Senate approved curricula for DVM Degree.
- 10.4** The evaluation of students' academic work in the professional examinations shall be governed by DVM regulations viz:
- i. Successful completion of professional subject from DVM I to DVM V means an Examination score of at least 50 percent in each subject taken.
 - ii. In any professional examination, a distinction shall be awarded in any subject in which a candidate obtains a score of 70 percent or higher, provided the candidate passes all the subjects of that Examination in the first attempt.
 - iii. Each stage of professional training (i.e. DVM I -V) is a pre-requisite for the next stage; i.e. for a candidate to proceed from one level of professional training to another, he must have passed all the subjects of the lower stage.
 - iv. The DVM degree shall not be classified into different honours grading.

10.5 Pre-Professional Examinations

1. Subject for the Pre-Professional Examinations shall be as follows:

- i. First year of study: (i.e. for UME candidates)
 - a. General Physics for Life Science and Practical Physics.
 - b. General Biology and General Biology Practical.
 - c. Basic Principles of Chemistry and Basic Practical Chemistry.
 - d. The Use of English.
 - e. Social Sciences.
 - f. Approved Electives.

- ii. **Second year of study:**
 - a. The Use of English (Direct Entry Students)
 - b. Humanities
 - c. Approved Electives

2. Guidelines for Pre-Professional Examinations:

- i. Individual marks scored in all splinter courses (Physics, Chemistry and Biology) shall be added up to obtain an average pass of 'E' in each subject as contained in the General University Academic Regulations.
- ii. Where a candidate fails to make the passing average of 'E' in any subject he shall be required to re-register all the splinter courses that make up the subject and shall carry a minimum unit load of 15 for that semester.
- iii. If a candidate cannot pass after repeating the year he shall be required to withdraw from the Faculty.
- iv. Candidates shall not be allowed to proceed with the courses in Anatomy, Physiology and Veterinary Biochemistry until they have passed or gained exemption from the whole of the Pre-Professional Examinations.

10.6 Professional Examinations

1. First Professional Examinations (DVM II or Third Year of Study in the university). This Examination shall be administered in two parts; Part ONE shall be held in March after three semesters of professional training while part TWO shall be held in May/June after four semesters of professional training.
 - i. The subjects for part ONE of the First Professional Examination (DVM II) which is held at the end of the First Semester of the Third Year of Study shall be:-
 - a. Veterinary Anatomy (including Introduction to Veterinary Medicine).
 - b. Veterinary Physiology
 - c. Veterinary Biochemistry.
 - ii. The subjects for part TWO of the First Professional Examination (DVM II) which is held at the end of the second semester of the third year of study shall be:-
 - a. Animal Health and Husbandry
 - b. Animal Nutrition in Health and Disease.

iii. Guidelines for the First Professional Examinations:

1. A candidate who fails in NOT MORE THAN TWO subjects of the first Professional Examinations held in March, may after 6 months of additional professional training present himself/herself for re-examination in those subjects during the September professional examinations.
2. Candidates who fail in more than TWO subjects in the First Professional Examinations held in March shall re-register for all the second (DVM II) professional courses (i.e. 3rd Year of study in the University).
3. Candidates who fail in any ONE subject in the September professional examinations shall be required to re-register and present themselves for examination in all Second Year Professional Courses of DVM II stage of the curriculum.
4. If a candidate performs very badly in the First Professional Examination, i.e. attains an average score of less than 35 percent, in all subjects and if the Faculty Board of Examiners is satisfied that the candidate cannot benefit from further participation in the course, he shall be recommended to the Senate for withdrawal from the DVM programme.

2. Second Professional Examinations:

(DVM III or Fourth Year of Study in the University). This Examination shall be administered in two parts: Part ONE shall be held in March after three semesters of professional training, while part TWO shall be held in May/June after semesters of professional training.

- i. The subjects for part ONE of the second Professional Examination shall be administered in two parts;

First Semester of the fourth year of study shall be:-

- a. Veterinary Microbiology
- b. Veterinary Parasitology

- ii. The subjects for part TWO of the second Professional Examination (DVM III) which is held at the end of the second semester of the Fourth Year of Study shall be:-

- a. Veterinary Pathology
- b. Veterinary Pharmacology and Toxicology

iii. Guidelines for the Second Professional Examinations:-

- a. Candidates who fail in not more than TWO subjects in parts one or two of the Second Professional Examinations held in March/June may, after 3 months of additional professional training, present themselves for re-Examination in those subjects during the September professional Examination.
- b. Candidates who fail in more than TWO subjects in parts one or two of the Second Professional Examinations held in March/June shall be required to re-register for all the DVM professional courses (4th year of study in the University).
- c. Candidates who fail in any subject in the September examinations shall be required to re-register and present themselves for examinations in all the third year professional courses of DVM II.

3. Third Professional Examinations:-

(DVM IV or Fifth year of study in the University). This Examination shall be administered in two parts:- Part ONE shall be held in March after one Semester of professional training, while part TWO shall be held in May/June after one semester of professional training.

- i. The subjects for part ONE of the Third Professional Examination (DVM IV) which is held at the end of the first semester of the fifth year of study shall be.

- a. Animal Production

- b. Veterinary Obstetrics and Reproductive Diseases
 - c. Veterinary Public Health (including Veterinary Jurisprudence and Veterinary Biometrics)
- ii. The subjects for part TWO of the Third Professional Examinations (DVM IV) which is held at the end of the second semester of the fifth year of study shall be:-
- a. Veterinary Medicine (Small and Large Animal Medicine, Avian Medicine, Preventive Medicine, Laboratory and Zoo Animal Medicine)
 - b. Veterinary Surgery (Small and Large Animal Surgery; Radiology; Applied Anatomy),

iii. Guidelines for the Third Professional Examinations:

- a. Candidates who fail in not more than two subjects in part ONE and TWO of the Third professional Examinations held in March/June may, after 3 months of additional professional training, present themselves for re-examination in those subjects during the September professional examinations.
- b. Candidates who fail in more than two subjects in parts ONE and TWO of the Third Professional Examinations held on March/June shall be required to re-register for ALL the DVM IV professional courses (5th year of study in the University).
- c. Candidates who fail in any subject in September Professional Examinations shall be required to re-register for ALL DVM IV professional courses (5th Year of study).

4. Fourth Professional Examination:

(DVM V or Sixth Year of Study in the University). This Examination shall be administered after one semester of Professional Training.

- i. The subject for the FOURTH Professional Examination (DVM V) which is held at the end of the second semester of the sixth year of study shall be:-
 - a. Clinics (including Animal Behaviour and Restraint; Clinical Pharmacology. Clinical Parasitology, clinical Pathology. Clinical Biochemistry and Project).

ii. Guidelines for the Final Professional Examination:

Candidates who fail in the subject of the Final Professional Examination held on May/June after 3 months of additional professional training present themselves for re-examination in that subject during the September professional examination. Candidates who fail to pass the subject of the First Professional Examination during the September professional examinations shall be required to re-register for all DVM V subjects and present themselves in all examinations of the DVM stage of the professional curriculum.

10.7 General Examination Procedures:

1. Before presenting themselves for Examination, candidate shall be required to have completed, to the satisfaction of the departments concerned, approved period of practical work or have also made 75% attendance at all practicals.
2. All professional Examinations shall consist of written, practical and/or oral Examinations. The exception shall be the examination in clinics which shall be entirely oral and practical examinations. The final score shall include results of continuous assessment in each subject mentioned under each professional examination.
3. Candidates shall present themselves for the prescribed examinations on the first occasion. Candidates who fail to satisfy the examiners in any of these subjects at the first attempt shall be required to present themselves for examination during the September professional examinations in accordance with the

DVM regulations.

4. Without prejudice to the foregoing regulations, candidates shall normally be allowed three attempts in all the professional examinations. Any subsequent attempt at any of those examinations shall be with the permission of the Senate on the recommendation of the Faculty Board of Veterinary Medicine.