

COURSES, COURSE LOAD AND REGULATIONS: DEFINITIONS, DESIGNATIONS AND SPECIFICATIONS

4.7.1 Course System and Course Unit(s)

Instruction in the University shall be by the Course System, by which specific academic programs are packaged, with interaction among various departments, culminating in the acquisition of a minimum Workload towards the award of a given Degree. The Course System breaks the workload into Course Units. One Course Unit is defined as a series of 15 hours of Lectures or 30 hours of tutorials, Practicum, workshop, or studio work. A course may, therefore, be by lectures only or by a combination of lectures and the practical aspects mentioned above.

4.7.2 Designation of Courses

Courses shall be designated by a 3-letter prefix and a 3-digit number. The prefix shall be indicative of the program while the numbers shall indicate the level (year) of the course, as follows:

100 Level (Year One):	101-199
200 Level (Year Two):	201-299
300 Level (Year Three):	301-399
400 Level (Year Four):	401-499
500 Level (Year Five):	501-599
600 Level (Year Six):	601-699
700 Level (Postgraduate Diploma Year Seven):	701-799
800 Level (Masters)	801-899
900 Level (M.Phil./ PhD)	900-999

Normally, the Final Year Seminar shall end in numeral 8 (e.g., 498) and the Long Essay/Project/Thesis shall end in 9 (e.g. 499).

4.7.3 Course Enrolment Typology

There are different categories of courses, each indicative of its role in the workload. They are categorized as follows:

(i) **Compulsory (C)**

Courses specified by the Department offering the program in which the student shall offer and record a minimum of 40% pass to graduate.

(ii) **Required (R)**

Courses specified for the program, which a student must offer and score a minimum of 40% pass.

(iii) **Elective (E)**

Courses specified, from which a student could choose to make up the required maximum number of units for the award of the degree.

(iv) **Pre-Requisite (*R)**

A course that must be taken and passed prior to taking another specified course e at a higher level.

(v) **Concurrent (*C)**

Specific courses that must be taken within the same semester.

4.7.4 Course Examination

A Course shall be taught and examined within the designated semester (a period of 14-18 weeks); and students who pass shall be credited with the assigned number of Units. Any Student who has not attained 75% attendance at lectures/ practicals /Tutorials in any course i shall not be allowed to sit for the examination in that course.

4.7.5 Students' Performance Evaluation

The performance of students in a course shall normally be evaluated through course examination and continuous assessment. The pass mark shall be 40%, with continuous assessment carrying an allocation of 30% and examination 70%. Such continuous assessment would take the forms of assignments, tests, laboratory /studio/ workshop /field /clinics /exhibitions, or combinations thereof, as may be applicable to the respective disciplines.

The marks obtained shall be converted into letter grades and transformed to grade points as follows:

% Scores	Grade	Grade Point
70-100	A	5
60-69	B	4
50-59	C	3
45-49	D	2
40-44	E	1
0-39	F	0

4.7.6 Cumulative Grade Point Average (CGPA)

Candidates shall be credited with the number of course units assigned to the courses they have passed. A student who fails in any compulsory course or does not take a required course shall re-register or take that course again. The performance level of a candidate over a period would be determined from the calculation of his *Cumulative Grade Point Average (CGPA)*, using the formula:

$$\text{CGPA} = \frac{\sum_{i=1}^n \text{GP}_i \text{U}_i}{\sum_{i=1}^n \text{U}_i}$$

where L is the sum of the number of courses taken (passed or failed) since entering the program, while GP_i is the Grade point scored in course i with unit U_i . CGPA must be calculated at the end of each semester.

4.7.7 Course Effectiveness Assessment and The External Examination System

- (i) The effectiveness of teaching and the responsiveness of students will be evaluated on a continuous basis using both Peer Evaluation and Student Opinion Survey. Subsequent use of the information should be considered.
- (ii) External Examiners shall be used in the final year of undergraduate / Post Graduate programs to moderate and assess final year courses and projects/long-essays/reports, and to certify the acceptability of graduating student performance as well as the adequacy of teaching and research facilities.

4.8 Schedule of Semesters in the Academic Session

The University shall adopt the Semester System, the First Semester of 18 weeks commences in October and ends February of the following calendar year. There will be a 2-week break. The Second Semester of 18 weeks shall commence in March and end in June. The third semester (which shall be known as the summer semester) shall start from July 1 to September (8-12 weeks). This period may also serve as the long vacation period. During this period students may undertake internships etc., volunteer schemes,

4.8.1 Time Tabling

The University shall adopt the NAQAA guidelines on the academic year. The University shall adopt the following computation of contact hours for each course in a program of study:

- i. A two-semester year (to be known as first and second semesters) for regular courses.
- ii. The first and second semesters shall each last for 18 weeks. A two-week semester break shall be observed.
- iii. The balance of 16 weeks shall be devoted to the summer semester and students' Internship programs.

Table 4.1 ACADEMIC SEMESTER SESSIONAL SCHEDULE

SEMESTER	REGISTRATION	LECTURES	EXAMINATION	TOTAL
1 st Semester	1 Week	15 Weeks	2 Weeks	18 Weeks
	SEMESTER BREAK			2 weeks
2 nd Semester	1 Week	15 Weeks	2 Weeks	18 weeks
	END OF SESSION BREAK			2 Weeks
	Summer Semester/Teaching Practice/PRACTICUM/Community Projects			12 Weeks
Total				52 weeks

4.9 COURSE WORKLOAD FOR STUDENTS

- (i) A full-time student shall normally be required to register for a minimum of 18 and a maximum of 24 credit units during each semester. Any student who wishes to register for less than the minimum or more than maximum shall, with clearly stated reasons, seek the permission of the Faculty Board. However, Final Year Non-Graduating (FNG) students shall be allowed to register for only the outstanding courses needed for graduation.

- (ii) A Bachelor's degree shall normally be completed in 8 semesters for a 4-year program; 10 semesters for a 5-year program; and 12 semesters for a 6-year program (in all cases, two semesters less for those who gained admission by Direct Entry (200 Level). A student who spends up to 120% of the allowable number of semesters shall, if successful, earn only a Third-class Degree; and beyond 150% will have to withdraw from the University.

4.10 CONDITIONS FOR SUSTENANCE OF STUDENTSHIP

For a student to be in *good standing* and to sustain his/her studentship on the program, he/she must obtain a minimum Cumulative Grade Point Average (CGPA) of 1.00 at the end of each session, failing which he/she will be placed on one-year academic probation. If at the end of the probation, his/her CGPA still falls below 1.00, such a student will have to withdraw from the University.

4.10.2 CONDITIONS FOR STUDENTS TRANSFER

4.11 STUDENT ADVISORY SYSTEM

There shall be a student advisory system. Each student will be assigned an adviser from the members of the academic staff of their department. The adviser has the responsibility to oversee the students' activities relating to welfare and academic matters. Students who have issues concerning academic matters will usually write to the Faculty Board through their advisers. The Faculty Board will take final decision and communicate recommendation to the appropriate organ of the University on matters stated below:

1. Should a student be asked to withdraw from a program, he could be allowed to enroll in another program, but the student must have passed all university required and compulsory courses and have the pre-requisites admission requirement for the program sought.
2. A student who absents himself for two consecutive semesters without a valid reason or permission may be asked to withdraw from the University, irrespective of his CGPA.
3. A student, for good reasons, and with the approval of Senate, can suspend his/her program of study for a definite period, which shall normally not exceed four semesters.

4.12 REQUIREMENTS FOR THE AWARD OF DEGREES

Undergraduate Programs

To be awarded a Degree with Honours, a student shall pass a minimum of 120 Credit Units for a 4-year [program](#), 150 credit units for a 5-year [program](#), and 180 for a 6-year [program](#), including all the compulsory courses prescribed by the Department. This is exclusive of university-based courses. [All core \(C & R – Section 4.7.3\) courses registered for must be passed.](#)

Classification of Degree

The class of degree is determined by the student's CGPA, calculated to two decimal places, at the end of the [program](#), as follows:

Table 4.2 Class of Degree

Class of Degree	CGPA
First Class	4.50-5.00
Second Class Upper Div.	3.50-4.49
Second Class Lower Div.	2.40-3.49
Third Class	1.50-2.39
Pass	Below 1.50

It is to be noted that the degrees for some professional programs may not necessarily be classified as tabulated above.

4.13 STUDENT INTERNSHIP/PRACTICUM

All students at different levels of their [program](#) are expected to undertake Internship /Practicum at some prescribed period(s).

4.14 THE PHASED DEVELOPMENT OF ACADEMIC [PROGRAM](#) The growth and development of the [academic programs](#) of the Entrepreneur University shall be spread across three –phased developmental stages. It is expected that within these phases the University would have attained full accreditation status for all its academic Departments and [programs](#) as contained in the Summary below:

In the First phase, a total of four (4) Faculties, eleven (11) degree awarding Departments, three (3) service departments with (34) academic programs are being proposed. Of these programs the university will start with (10) programs spread across the four faculties. As envisaged, the first phase will commence within the academic session following the approval of the University. The session will serve as the first year in the life of the University and it is hoped that before the completion of the first phase of the University the Postgraduate School would have commenced.

The second phase will commence after three years of the establishment of the University, when the University attains Full accreditation status. In this phase, new academic programs and new departments may be established.

In the third phase, the Faculty of Postgraduate studies will commence terminal degrees. It is the plan of the University that by the third phase all existing programs would have fully matured and would have attained full accreditation status of the National Accreditation and Quality Assurance Agency. The University will commence Master and Doctoral studies in those programs in which the University has excelled and earned the full accreditation status of NAQAA's quality assurance exercise. During this phase, the University shall also establish a Centre for Research.

4.15 PROGRAMS PROPOSED FOR THE FIRST YEAR.

Department		Discipline/Courses	Degree	Degree Code
1.Dept. of Entrepreneurial Studies	1	Entrepreneurship with options in Business Innovation; Technical innovation; Innovations in Health; engineering management	Bachelor of Entrepreneurship Studies	BAES
2. Dept. of Management Science	2	Business Management	Bachelor of Business Management	BBMA
3.Dept. of Life Sciences	3	Dental Technology,	Bachelor of Dental technology Option Digital Dental technology	B. DTech
	4	Herbal medicine,	Bachelor of Herbal Medicine	B.HM
	5	Public Health	Bachelor of Public Health	B.PH
4.Dept of Nursing	6	Nursing Science	BSc Nursing Science.,	B.NS
			Registered Nurse	RN
			State Enrolled Nurse	SEN
5.Dept of Sports Science	7	Bachelor of Sports and Exercise Medical Science		BSEMS
	8	Sports Coaching Science and Exercise psychology,	Bachelor of Sports Coaching and Exercise psychology,	BSCE
		Dip Sports Coaching Science		Dip Sports Coaching
6.Dept. of Pharmacy	9	Pharmacy	Doctor of Pharmacy	Pharm.D.
		Pharmacy Technician	Pharm Tech.	Pharm Tech.
7.Dept. of Geology	10	Geology	Bachelor of Geological Sciences	B.GS
8.Dept of Technology	11	Computer science and cyber security	Bachelor of Computer Science and Cyber Security	B.CSC
	12	Data Science	Bachelor of Data Science	BDS.
9.Dept of Behavioral Sciences	13	International Relations and Diplomacy	Bachelor of Diplomacy and International Relations and	B.DIR
10.Dept of Media and Hospitality and Tourism Studies	14	Media Studies with options in cinematography, dramatic arts, music	Bachelor of Media Studies options in cinematography, dramatic arts and music	B.MS
11.Dept of Teacher Professional Training	15	Education Science (specializations, integrated science, Math, Chemistry, Physics, Biology, Technical education, integrated Science	Bachelor of Education Science	B.Sc. Ed