

REGULATIONS FOR THE AWARD OF UNDERGRADUATE DEGREEES

(as approved by Senate in 2005)

GENERAL REGULATIONS FOR UNIT COURSE

COURSE CREDIT SYSTEM

General

1. Programmes of courses are provided which lead to Bachelor's degrees in the various Colleges and Faculties of the University.
2. The normal duration of a Bachelor's degree programme is four years (eight semesters) for students admitted to the 100-level and three years (six semesters) for students admitted to the 200-level. Certain degree programmes require a longer period of study as may be prescribed in the relevant College/Faculty regulations and approved by Senate.
3. The Maximum period of study permissible for the Bachelor's degree programme is twice the normal period, e.g. eight years (sixteen semesters) for the four-year programme. **(This provision does not apply to students admitted after the 2002/2003 session).**
4. Students are normally admitted to either the 100-level of courses or the 200-level; depending upon entry qualifications. Senate may, on the recommendation of the Board of Studies, permit students to start with other levels of courses.
5. Students who transfer from other Faculties, Universities, or who enter with HND or other approved qualifications to a level higher than the 200-level; may apply towards degree requirements those credits passed before transfer which are within the curriculum of the Faculty concerned; grades obtained prior to admission to the University of Lagos will not, however, be used in classification of the degree to be awarded.
6. Instruction is by courses, quantified into course units.
7. One course unit is granted for a series of fifteen one-hour lectures or tutorials or a series of fifteen three-hour laboratories or practical classes or an equivalent combination of these types of instruction.
8. No course shall carry less than one or more than four course units except for **full time** programmes such as Industrial Training, Teaching Practice or Studio. Fractional units are not allowed.
9. Each course is identified by a code made up of three letters designating the teaching unit and a three digit number, the first digit of which indicates the level of the course.
10. A full-time student is one who carries not less than the minimum load stipulated by the College/Faculty.

11. The minimum load permissible per semester by University regulations is 16 units whilst the maximum is 24 units. Final year students, however, who require less than 16 units of courses in either semester to complete graduation requirements will be allowed to register for the outstanding courses only.
12. A final year student is one who has not more than 48 units of workload to graduate.
13. Permission to carry less than the minimum load or more than the maximum load may be granted in cases by the Dean on behalf of the Faculty Board of Studies, upon the recommendation of the Head of Department.

14. **Definition of Terms**

- (a) A pre-requisite course is one which must be taken before the course for which it is a pre-requisite can be taken. Course can only be designated pre-requisite to other courses at a higher level. A pre-requisite may be waived for a suitably qualified candidate by the Department.
- (b) A concurrent requirement will be satisfied if the student registers for required courses within the same semester, or has already passed one.
- (c) A major is the subject area in which the student intends to obtain a single honours degree.
- (d) A University course requirement is a course that must be registered for and passed before a degree is awarded but is not counted towards degree classification, e.g. General African Studies.
- (e) A compulsory course is one which must be registered for and passed by a student to obtain the degree.
- (f) An elective course is one which may be taken to make up the minimum requirement of units or to increase the choice of courses up to the maximum number of units allowed by the regulations.
- (g) An audited course is one which the student attends with permission of the Instructor and the Head of Department but is not examined in.

15. **Approved GST Courses**

Arts Based Students:

GST 201	-	General African Studies I
GST 202	-	General African Studies II
GST 214	-	Basic Computer Concepts
GST 105	-	Use of English
GST 307	-	Entrepreneurship I

Admission and Withdrawal from Courses

- (a) Admission into a course closes at the end of the third full week of each semester.

- (b) A student can withdraw from a course without penalty any time up to and including the seventh full week of the semester. Any **student who withdraws after the seventh week will be deemed to have failed except in special cases approved by Senate.**

16. **Continuous Evaluation**

The progress of the students enrolled in each course is continuously assessed by means of tests, written assignments, reports and/or such other means as may be consistent with the objectives and conduct of the course as determined by the Department.

17. **Examinations**

- (a) Each course is normally examined at the end of the semester in which it is offered.
- (b) The length of any examination shall be a period of not less than one hour and not more than three hours.

18. **Final Marks**

- (a) Each course shall be graded on the basis of 100% marks with proportions for continuous assessment and course examination as determined by the appropriate Faculty Board. In no case shall the proportion for continuous assessment be less than 30% or greater than 50% except in cases specified by the Faculty Board. The minimum pass mark in any course shall be 40%.
- (b) Each course shall be graded out of a maximum of 100 marks and the score for each course shall be assigned appropriate letter grades and grade points as follows:

MARKS %	LETTER GRADE	GRADE POINTS
70 – 100	A	5.00
60 – 69	B	4.00
50 – 59	C	3.00
45 – 49	D	2.00
40 – 44	E	1.00
0 - 39	F	0.00

- (c) All letter grades and grade points will appear on the result slips and permanent records. These additional letters shall be used where appropriate:

AUD - audited courses only
 EX - exempted

W	-	withdrawal from course
I	-	incomplete
P	-	pass

- (d) After the seventh week of a semester, a student who fails to complete the requirements for any course, owing to unforeseen reason – approved by the Senate – would be given the Incomplete (I) grade. Such a student could repeat the course without any penalty.
- (e) Transcripts of examination results shall be issued to students as appropriate at the end of each session.
- (f) External Examiners shall be appointed to participate in the evaluation of all final-year courses.

19. **Determination of Academic Standing**

- (a) A student shall be in **good standing** as long as his cumulative G.P.A. and current (Semester) G.P.A. are not below 1.00.
- (b) A student shall be given a **warning** if his semester G.P.A. is below 1.0 for the first time.
- (c) A student shall be placed on **Probation** if his G.P.A. is below 1.00 for two consecutive semesters.
- (d) A student whose CGPA is below 1.00 but whose GPA is at least 1.00 will be given a **warning**.
- (e) (i) A student whose CGPA is below 1.00 for two consecutive semesters but whose GPA is at least 1.00 will be placed on **probation**.
(ii) If his/her CGPA remains below 1.00 for a third consecutive semester, he/she will be asked to **withdraw**.

- (f) A student whose CGPA and GPA are below 1.00 shall be placed on **probation**. If his GPA is below 1.00 the following semester he will be asked to **withdraw**.

20. **With Effect from 2003/2004 Session**

Applicable to the first year of entry (i.e. at any level namely: 100, 200 or 300 level) only.

- (i) First Semester: GPA is at least 1.00 therefore, **probation**; if GPA is again less than 1.00 in the second semester the student will be asked to **withdraw**.
- (ii) First Semester: GPA is at least 1.00 but less than 1.00 in the second semester such a student will be placed on **probation**; if the GPA is again less than 1.00 in the following semester the student will be asked to **withdraw**.
- (iii) First Semester: GPA less than 1.00 therefore, **probation** but if the GPA is at least 1.00 in the second semester and the CGPA is less than 1.00 the student will remain on **Probation**; if the CGPA is still less than 1.00 in the next semester the student will be asked to **withdraw**.

21. **Duration of Programme** (with effect from the 2003/2004 session)

- (a) The maximum time a student can spend on any undergraduate programme is as itemized below:
- (i) for a 3 year programme – 10 semesters or 5 sessions
 - (ii) for a 4 year programme – 12 semesters or 6 sessions
 - (iii) for a 5 year programme – 14 semesters or 7 sessions
 - (iv) for a 6 year programme – 16 semesters or 8 sessions
- (b) **Transfer Student**
For the avoidance of doubt, any student desiring transfer from one course to another shall not be admitted if it is certain he cannot complete the programme and graduate within the stipulated period for the course as in (a) above.

22. **Graduation Requirements**

To be eligible for the award of a Bachelor's degree of the University of Lagos a student must pass in the following minimum units, inclusive of the University course requirements:

3 year programme	-	96 units
4 year programme	-	128 units
5 year programme	-	160 units
6 year programme	-	192 units

Faculties may, however, prescribe additional requirements in respect of the degree programmes offered by them with approval of Senate.

23. To qualify for examination in any course, a student must have attained not less than 65% attendance at lectures.

24. **Classification of Degrees**

For the purpose of classification of degrees, all courses taken by a student shall count except University course requirements and those courses graded Pass/Fail. Degree classification shall be based on the cumulative grade point average obtained by each student as follows:

First Class	-	4.50	-	5.00
2 nd Class Upper	-	3.50	-	4.49
2 nd Class Lower	-	2.40	-	3.49
Third Class	-	1.50	-	2.49
Pass	-	1.00	-	1.49

Any student who has fulfilled all the course requirements by passing the required number of course units, but whose final cumulative G.P.A is below 1.0, may be awarded a pass degree.

The cumulative grade point average shall be obtained by

- (i) multiplying the grade point assigned to the letter grade obtained in each course by the number of units assigned to the course to arrive at the weighted score for each course.
- (ii) adding together the weighted scores for all courses taken up to that time.
- (iii) dividing the total weighed score by the total number of units.

25. **Determination of Academic Standing**

- (a) A student shall be in **good standing** as long as his GPA and CGPA are not below 1.00.
- (b) A student shall be given a **warning** if his GPA is below 1.00
- (c) (i) A student shall be placed on **Probation if his GPA is below 1.00 for two consecutive semesters.**
FOR EXAMPLE: Semester 1: GPA = 0.50; Semester 2: GPA 0.85
∴ Probation
(ii) If his GPA is below 1.00 for a third consecutive semester he will be asked to **withdraw**. Example continued:
Semester 2: **Probation**; Semester 3: GPA = 0.95 ∴ **WITHDRAW**
- (d) A student whose CGPA is below 1.00 but whose GPA is at least 1.00 will be given a **warning**. (Note that this will apply only to second semester 100 level students since their first CGPA at the end of the 2nd semester could be less than 1.00 because of a very poor 1st semester GPA).
Example: 1st Semester GPA = 0.50; 2nd semester GPA = 1.00; CGPA = 0.80,
∴ **Warning**

- (e)(i) A student whose CGPA is below 1.00 for two consecutive semesters but whose GPA is at least 1.00 will be placed on **PROBATION**.
E.g. : Semester 1: CGPA = 0.75; Semester 2: GPA = 1.20; CGPA = 0.80
: . Probation
- (ii) If his/her CGPA remains below 1.00 for a third consecutive semester, he/she will be asked to WITHDRAW. E.g. cont'd :
Semester 3: GPA= 1.40, CGPA= 0.90 **: . WITHDRAW**
- (f) A student whose CGPA and GPA are below 1.00 shall be placed on PROBATION. If his GPA is below 1.00 the following semester he will be asked to WITHDRAW. E.g. Semester 1: GPA= 1.50, CGPA = 1.40
: . Good standing;
Semester 2: GPA= 0.50, CGPA= 0.80 **: . Probation;** Semester 3: CGPA= 0.90 : .
Withdraw

26. **Conditions for Withdrawal (summary)**

- (i) Three consecutive GPAs less than 1.00, i.e. **warning, probation, withdrawal (see “c” above)**.
- (ii) GPA and CGPA less than 1.00 then GPA less than 1.00 i.e. **probation then withdrawal. (see “f” above)**.
- (iii) CGPA less than 1.00 followed by GPA of at least 1.00 but CGPA still less than 1.00 then CGPA still less than 1.00, i.e. **probation followed by probation then withdrawal. (see “e” above)**.