

“Education must be at the core of our nation’s development and poverty reduction strategy. The inescapable consequences of the cost of lack of education, includes eternal poverty, unemployment and low income.”

President Olusegun Obasanjo

HANDBOOK 2006

Handbook Publication

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programme or course and to decline the enrolment of a student in a
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constraints or situational circumstance which may have dictated changes
in the content of the programme or course.*

Vision

The National Open University of Nigeria is to be regarded as the foremost university providing highly accessible and enhanced quality education anchored by social justice, equity, equality and national cohesion through a comprehensive reach that transcends all barriers.

Mission

To provide functional, cost-effective, flexible learning which adds life-long value to quality education for all who seek knowledge.



**National Open University of Nigeria Headquarters
Victoria Island, Lagos**

This Handbook has been prepared with every effort to ensure accuracy in terms of the information contained herein as at the time of publication. The National Open University of Nigeria (NOUN) management reserves the right to alter, amend and change this Handbook in part and in whole without any notice, in line with the regulations and policies and / or as a result of the need for essential and relevant amendments as necessary.



Foreword

Following the commitment and determination of government to democratise education, a major tool for providing enhanced access to tertiary education, the National Open University of Nigeria (NOUN), was resuscitated and launched by President Olusegun Obasanjo on 1st October 2002 as we celebrated the 42nd Anniversary of our political Independence.

The National Open University of Nigeria (NOUN) dedicates itself to preparing professionals in various disciplines through the distance learning mode. It offers you a choice of qualifications from Certificate to Diploma to Degrees and stand-alone self development courses through flexible delivery, allowing learners the convenience to choose the time, place, and what to study.

In formulating the National Policy on Education in 1977, the Federal Government of Nigeria expressed awareness of the fact that "education is the most important instrument of change in any society". And that "any fundamental change in the intellectual and social outlook of any society has to be preceded by an educational revolution".

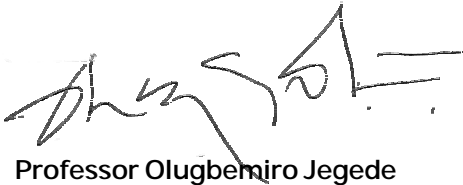
To kick start the academic function of NOUN, 10,000 foundation students were registered after a series of nationwide orientation and matriculation exercises in 2004/5.

The University has successfully moved into the second semester of operations and registering returning students. At the same time, applications for our second intake of student are being processed with a view to commencing registration of NOUN's next set of new students. Both returning and new students must register for courses of their choice within the limits of their peculiar circumstances dictated by time, location, pace and resources.

The purpose of this handbook is to assist you with your registration as a student of the National Open University of Nigeria (NOUN), as well as to

understand and familiarize yourself with the basic policies and guidelines of the University and its programmes. Your handbook will also be a “road map” in helping you navigate through this new experience as you will find a lot of answers to some of the questions now going through your minds.

I would like to welcome you all especially those Nigerians, interested in taking a bold step in Nigeria’s experience in revolutionizing tertiary education. Avail yourselves of this new opportunity. You are part of the history and the educational revolution that is very much needed to move our great nation forward and fulfill the manpower requirements of this ever-changing world.

A handwritten signature in black ink, appearing to read 'Olugbenmi Jegede', written in a cursive style.

Professor Olugbenmi Jegede
Vice Chancellor

STUDENT'S PERSONAL DETAILS

(a) This Handbook belongs to: _____
Matriculation Number: _____
Study Centre: _____
e-mail address: _____
Telephone Number: _____

(b) In the event of an emergency, please contact: _____

Phone No: _____
Relationship: _____

(c) Name of your Student Counsellor: _____

Address: _____
Telephone No of Student's Counsellor: _____
E-mail: _____

(d)	Tutorial Dates:	Venue:
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

(e) Important Dates to remember: _____

(f) Examination Dates: _____

Tutor Marked Assignment (TMA) Due Dates:

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1.0 NOUN and You...A bit of background history

From as far back as the early 1960s, there had been a rising commitment to strengthening the delivery system of education in Nigeria. Education was identified as a tool to be used to speed up socio-economic development in Nigeria. In the process of getting to the “root” of the education problems of Nigeria, it became clear to government that the colonial education strategy which targeted only a few privileged people in selected regions of the country did not quite fit the needs of a newly independent Nigeria.

Government, as far back as 1977 began searching for alternative models to the traditional conventional system which was rather restricted and limited in scope.

Government also realized that there is the need to create opportunities for those who have received some form of formal education to ‘update’ their knowledge and ultimately improve their productive capacity. Nigeria found itself in a situation where there are too many people without jobs and too many jobs without people. Lack of appropriate skills and knowledge amongst the ever growing workforce has compounded this national dilemma. Hence the launch, of the National Open University of Nigeria (NOUN), to remedy the situation.

The idea of an Open University system for Nigeria, as a separate and distinct institution to be organized nation-wide was appropriately reflected in the 1977 **National Policy on Education**, which stated emphatically and unambiguously that “maximum efforts will be made to enable those who can benefit from higher education to be given access to it. Such access may be through universities or correspondence courses, or open universities, or part-time and “work-study programme”.

The **National Policy on Education** is very explicit in referring

to what is now known as Open and Distance Education (ODE): A system which encompasses education for all, education for life, life-long learning, life-wide education, adult education, mass education, media-based education, self-learning, personalized learning, part-time studies, and much more. It is this policy that forms the bedrock of the NOUN.

...You and NOUN

As you go through your handbook today, remember you are at the beginning of another chapter in the history books of the National Open University of Nigeria. You are one of the architects of the future of this Open University and therefore you have a very important responsibility to yourself and the society at large to plan your work and work your plans. Remember your handbook is designed to be “handy” (i.e. a quick reference and guide) for you in developing a plan of work to complete your chosen Academic programme at your chosen time in flying colours.

2.0 The Importance of Open and Distance Education in Nigeria

As a student of NOUN, it is important for you to know a little bit about why in Nigeria, the adoption and deployment of open and distance education delivery system is very significant:

Open and Distance Education (ODL), provides education for all and promotes lifelong learning in Nigeria, fills the gap created by the closure of sub-standard Outreach/Satellite Campuses across the nation and is cost effective in the education delivery system. Open and Distance Learning improves on the economies of scale i.e., more Nigerians receive quality education but at a reduced cost.

The NOUN will provide a flexible education delivery system in our country, which will help meet up with the economic realities where a lot of people desire to work and learn simultaneously. Open and Distance Learning also maximizes the utilization of academic personnel and is therefore in the long run a cost saving measure in Nigeria.

Open and Distance Learning helps on the job teacher training as more teachers can receive education without leaving their immediate vicinity. Some of the other long-term benefits of ODL are poverty eradication, vocational and life long education. ODL can help with the provision of National Orientation and non-formal education and provide education to reach the 'un-reached' i.e. girls and women who cannot leave their homes regularly (as they live in Purdah, etc).

Technical and Vocational Education have in recent years played important roles in assisting individuals to improve their employment prospects in a rapidly changing socio-economic environment. In this regard, the role of the NOUN in open and distance learning in the field of technical and vocational education is significant.

ODL responds effectively to the growing demand of working adults or any others who have difficulties in getting training in conventional education because of lack of flexibility in the timing and duration of academic programmes. ODL provides an opportunity for empowerment of those most disadvantaged example (the unemployed, the physically challenged, women and ethnic minorities), as they can embark on courses of their choice within their vicinity.

ODL can be used as a platform for promoting National ethics and values. It can also allow for the dissemination of knowledge and information to target groups, with respect to government policies and activities thereby providing better understanding of government's intentions at all times. This will improve general understanding, reduce misconceptions and promote social and political harmony.

3.0 Objectives of The Nigerian Open And Distance Learning Programmes

The programmes available to you under the National Open University of Nigeria (NOUN) are essentially designed to widen the access to education and to ensure equity and equality of opportunities for all and sundry. Open and Distance Learning education is to be used as an instrument for poverty alleviation especially in rural communities, by providing opportunities that support Education For All (EFA) and life-long learning. Open and Distance Learning is to equip the Nigerian populace for the emerging global culture of technological literacy via its programmes and the use of information and communication technology.

The acquisition of flexible and qualitative education for all categories of learners will be accessible anywhere, anytime and via an appropriate and cost effective medium without the cost of conventional tertiary education delivery system as a whole.

Expected Outcomes

As a student of NOUN it may interest you to know that Open and Distance Learning Programmes in Nigeria are expected to, raise literacy level of the population incrementally and systematically. Government will be able to meet its educational obligations to the different segments of the population by providing access to quality education at all levels by all who desire it.

Open and Distance Learning will help to improve the existing teaching force as well as train new teachers through other methods complimentary to current teacher education practices. Infrastructure that supports wealth creation at national, community and individual levels via education will be provided to the society via Open and Distance Learning programmes.

Open and Distance Learning in Nigeria will harness the opportunities of the information age for the enhancement of skills acquisition so that Nigerians will be on the right side of the digital divide.

It will also help to increase penetration, wider reach, affordable and cost effective educational opportunities for all so that nobody is left behind; ODL will facilitate workplace training and professional development and enhance community ownership and participation in the management and provision of education at all levels nation-wide, especially through Community Resource/ Study Centres.

4.0 The Features and Model of Distance Learning Systems in Nigeria

As a registered student of NOUN, it will help your orientation if you further understand some of the guidelines for the preparation of NOUN's curriculum. A number of factors were considered as basic ingredients that inform the design of an ODL Programme for Nigeria. They include:

- (a) **The mission:** In defining the mission of a distance learning system, such as that of NOUN, the role of the system within the specific context of education policy was considered.

The mission of ODL in Nigeria is to enable government to fulfill its social obligations as well as to encourage the citizens to shoulder personal responsibilities in developing their full potentials and contribute to nation building.

- (b) **The Vision:** In stating the vision of a distance learning system, such as that of NOUN, the role of the system within the Nigerian context was considered.

The vision of ODL in Nigeria is to provide highly accessible and enhanced quality education and anchored by social justice, equity, equality and national cohesion through a comprehensive reach that transcends all barriers.

- (c) **Programmes and Curricula** constitute very important components of the NOUN. Many distance education systems provide courses in preparation for examinations and degrees, which are equivalent, or similar to those offered by conventional institutions. These courses are subject to similar regulations as regards content

and assessments, in comparison with the conventional universities.

- (d) **Teaching and Learning Strategies and Techniques** depend partly on the type of programmes and the needs they are designed to meet. *The principle adopted for NOUN emphasizes the needs of learners rather than those of teachers.*

- (e) **Learning Materials and Resources** make up necessary components in all distance-learning systems. Development and production of materials is often considered as a sub-system in distance teaching organizations and NOUN is no exception.

The Learning materials for NOUN and resources have been developed based on the best practices and tailored to meet national needs.

- (f) **Communication** between teachers and learners is seen as a necessary component in distance education as in all other forms of education. Open learning systems on the other hand are often heavily based on self-study. *The importance attached to student-teacher interaction may vary considerably between different systems, and has been closely linked to educational strategies for Nigeria.*

- (g) **Interaction** between learners is another crucial component. In some forms of distance education this is practically non-existent, but in most cases it is considered important. Learner-learner interaction may be provided in different ways and is encouraged at NOUN.

Often students meet physically in groups some times

connected with other forms of local support. Some technologies allow the organization of 'virtual groups', where the students may interact at a distance, as for example by computer-mediated communication. ***The development and operations of study resource centres are designed to take care of this initial aspect of the proposed ODL programmes for Nigeria and specifically at NOUN.***

- (h) **Learner Support** delivered locally is a common component of ODL and NOUN will provide this service at specially designated locations called Learning/Study Centres. This support is in a form that allows some kind of direct interaction between the learner and a teacher or a mentor/facilitator. This component may be organized completely as face-to-face events, or in combination with communication at a distance such as teleconferences. The centre may also offer access to other learning resources and equipment. ***In Nigeria, at NOUN, each State Capital and Local Government Headquarters will ultimately have such a centre.***
- (i) A comprehensive ***delivery system***, which includes print material, audio/video tapes, CD-ROMS, television and radio broadcast, and internet/intranet solutions, will be deployed at NOUN to achieve the objectives of distance learning.
- (j) **Staff and other experts** in a distance learning system need a range of different competencies. ***Capacities building of necessary NOUN Staff and experts have been made part of the implementation strategies of the programmes.***
- (k) **Effective management and administration** needs not only competent staff but also well designed, effi-

cient administrative systems and routines, planning and monitoring systems, budgetary and accounting systems. ***The administration and management system at NOUN in Nigeria has been structured to cope with the peculiarity of delivering education through distance learning with emphasis on internal efficiency and quality assurance.***

- (l) **Housing and equipment requirements** are very different from traditional education institutions. A single mode distance learning system has no residential students, and thus there is no need for classrooms, lecture theatres, and halls of residence at the central location. At the central location there will be need for production and storage facilities for Nigeria. ***The NOUN has an administrative Headquarters in Lagos and a planning office in Abuja with facilities for course development, production and storage.*** NOUN also has a media centre in its Kaduna centre whilst there is an outlet for NOUN in Enugu at the Institute of Management and Technology.

The NOUN Planning Office shall be responsible for the planning, coordination and regulation of ODL programmes in general.

- (m) **Evaluation** will be a component in order to provide information relevant to the adjustment of the roles and operation of system components.
- (n) **Quality Assurance and Quality Control Methods and Processes** are issues of great challenge for open and distance-learning providers in general, especially in the design, development and delivery of course materials. An additional concern in the delivery of open and distance learning in Nigeria is the possible abuse of the

assessment process through cheating and examination malpractices. ***Critical assessment procedures that will be kept under constant evaluation and review are being employed to address this concern.***

4.1 Model For The National Open University Nigeria

(a) Learner Targets:

The NOUN is designed to increase the access of all Nigerians to formal and non-formal education in a manner convenient to their circumstances. It will also cater for the continuous educational development of professionals such as teachers, accountants, bankers, lawyers, doctors, engineers, politicians, self-employed business men and business women. The range of target clientele is expected to be elastic and kept under constant review so as to be able to meet their ever-changing needs.

(b) Methods of Delivery

There are some overriding principles that have informed the choice of delivery methods utilised at NOUN. The best media are those that are easy to use and do not rely on the skills of a limited number of programmers or designers with sophisticated skills.

- ◆ The media utilised is cost-effective and flexible enough to take advantage of the huge amount of global knowledge, which to a large extent currently resides on the Internet World Wide Web. (WWW).
- ◆ Printed material by correspondence is the most basic method of delivery that is adopted for NOUN.
- ◆ Audiotapes, videotapes and CD-ROMS will be offered as complimentary media based on user preference.
- ◆ Special and properly scheduled radio and television educational programmes will play a major role in the delivery of distance learning.

- ◆ The National Open University has taken full advantage of Information and Communication Technologies (ICTs) to provide learners with access to the Internet. The NOUN also utilises currently available and easily deployed wireless communication systems such as microwave radios and VSATs are to be used at each study center as and when they are available.

5.0 Infrastructure, Logistics and System Delivery at NOUN

NOUN Headquarters

The NOUN headquarters is located in Lagos and consists of the following:

A Vice Chancellor's office, Offices of the 7 Directors and their principal officers, Offices of the three Heads of Unit in the Vice Chancellors office, Offices of Deans, Programme Leaders, Course Coordinators, etc also, auditorium/conference halls, full internet connectivity (including LAN & WAN).

The headquarters will also consist of meeting rooms, communication and video conferencing rooms, book factory, mini recording studios, library and resource rooms, a REPRODA headquarter (Knowledge warehouse and data processing centre), an audio/video production and editing studio, main library (traditional and virtual), central stores/material warehouse, student affairs centre, and a call centre.

Open and Distance Learning Programme Planning Office, Abuja

The NOUN shall maintain an annex/NODL Planning Office in Abuja for the purposes of liaising with the Federal Ministry of Education, other government agencies and international organizations, resource sharing with other parastatals such as NATCOM, serve as a direct link between the Nigerian Universities Commission and the National Open University of Nigeria.

The NODLP office shall also perform centralized planning, coordination and regulation of Open and Distance Learning programmes in general, serve as a training and capacity building centre, serve as a regional hub for the coordination of and distribution of course materials to study centres in the Northern part of the country via the National Open University, Kaduna Campus situated on Zaria Road in Kaduna.

Eventually the planning office shall develop into a full graded Commission on Open and Distance Learning.

Community Resource/Study Centres

The NOUN community Resource/Study Centres will be located in all state capitals within the first two years of operation and will be progressively located in as many Local Government Areas as needed over the next few years. However, in the immediate and to allow for phased implementation, Study Centres have been located in 18 state capitals spread evenly over the 6 geo-political regions of the Federation as well as the Federal Capital Territory (F.C.T.), Abuja. The locations of the Study Centres include NOUN Study Centres, some selected Colleges of Education and Polytechnics and some of the former Education for Democracy and Development Initiatives (EDDI) Information Centres now called Community Resource Centres. These are as shown in table 1 overleaf.

These locations have been selected based on geographical and demand assessment criteria and on the existence of complementary infrastructures such as Virtual Libraries as well as existence of traditional universities to enable the pooling of expertise and other resources.

You will be required to select a study centre most suitable for you to obtain your tutorials/sessions.

As a student of NOUN, you can use any of the Study Centres in Nigeria at anytime especially if your private life requires a lot of travelling, you can still access a study centre in the country which is all part of the flexibility of NOUN.

NOUN has gone into partnerships with these selected Community Resource Centres and Colleges of Education and Polytechnics to serve as temporary Study Centres for purposes of practical based courses.

The facilities which are expected at the standard Community Resource Centres/Study Centres run by NOUN for the open and distance learning programme will consist of most of the following:

- ◆ Auditorium/Lecture Theatre for up to 300 users
- ◆ 4 Tutorial/Meeting Rooms
- ◆ Library
- ◆ Computer Centre (for at least 20 Computer stations)
- ◆ Material Store
- ◆ Manager's Office
- ◆ General Office
- ◆ Reception (comprising of telephone services and inter-com.)

Table 1. Names and Locations of NOUN's Study Centres

GEO POLITICAL ZONE	STUDY CENTRE	Location	FULL ADDRESS
NORTH EAST	1	Federal Polytechnic	Damaturu Road, Bauchi08038053242
	2	NOUN Study Centre	Army Barracks Road, YolaAdamawa state. 08035828761
	3	Kashim Ibrahim College of Education Maiduguri,	Opposite Police Headquarters, Jos Road, PO Box 548, Maiduguri08023855016, 08023761070
	4	Damaturu Study Centre	Bubar Abba Ibrahim Way, Damaturu
North West	5	NOUN Study Centre	Off Hadeja Road, Opp. Hassan EstateSauna, Kano PO Box 1144, Kano08037172134
	6	NOUN, Kaduna Campus	Old METC Kaduna Campus by Trade Fair Complex Zaria Road, kaduna. 08033334161
	7	Shehu Shagari College of Education	Birnin KebbiRoad, PMB 2129, Sokoto08027299613
	8	NOUN Study Centre	Opposite Katsina State House of Assembly, Kaita Road, Katsina State, 08036191606

North Central	9	Plateau State Polytechnic	Jos	Barkin Ladi Road, Jos08035838003; 08036050221
	10	State College of Education	Ilorin	Umaru Saro Road (Old Lagos Road), Ilorin. 0803 392 5539; 08033588161; 0803 577 3770; 0803 359 7996
	11	NOUN Annex/Planning Office	Central Area, Abuja	Opp. Arewa Suites, 245, Samuel Ademulegun Way, Central Area, Abuja. 08033970264
	12	NOUN Study Centre	Minna	NRC Party Office Off Bosso Road, Minna Niger State. 0802 529 5792; 0803 612 5998
	13	NOUN Study Centre	Makurdi	(Former NDE Office) Opposite Mechanic Village, Kanshio, Makurdi08032063856
South East	14	Federal Polytechnic	Nekede	Owerri Owerri /Aba road, P.M.B.1036, Nekede, Owerri. 0803316100408034729225
	15	National Root Crop Institute	Umudike	P M B 7296, Umuahia, Abia State. 0803 592 5974; 0803 751 8737
	16	NOUN Study Centre,	Enugu	Nike-Lake Road, Enugu, Enugu Statenuenugu@hotmail.com 08043334800 08035524296
South South	17	NOUN Study Centre	Abagana	Defunct Party Building P. M. B. 2017, Abagana, Anambra State08046126108; 08045104479
	18	EDDI South-South Community Centre	Calabar	Ekpo Archibong Street (Parliament Building), Calabar, Cross Rivers State08037083021

	19	State College of Education	Rumuolumeni	Rumuolumeni, PMB 5047, Port Harcourt. 08037047388; 08055339173
	20	NOUN Study Centre	Benin	Ekenwa Road, (Old SDP Secretariat) Benin City 08055221367; 08033501447
	21	Public Service Training Institute,	Yenagoa	Lambert Eradire Road, Yenagoa, Bayelsa State. 0803 541 6315;0803 676 9473
South West	22	NOUN Study Centre	Ibadan	Former Party Secretariat, Faith Clinic Road Ijokodo Junction, Sango-Eleyele PMB 5061, Ibadan0803 337 1691; 0803 444 8621
	23	South West Resources Centre	Okemosan, Abeokuta	Lagos-Abeokuta Road, Abeokuta, Ogun State. 0803 337 1691; 0803 335 3760
	24	Adeyemi College of Education	Ondo	Ore Road, PMB 520, Ondo0803 717 1262; 0803 332 084208033911236
	25	NOUN Study Centre	Lagos	Noun Headquarters 14/16 Ahmadu Bello Way, Lagos.0802 321 0847; 0803 302 99930803 583 9076; 0802 360 02850803 408 1231
	26	NOUN Study Centre	Oshogbo	08035678553; 0803359799608033678044; 08032199740

See page 19 of Hand Book

5.1 Technical Equipment Utilised for ODL Materials Production at NOUN

Production of course materials, learning aids and other student support materials acquired or developed in-house are being centrally undertaken at the REPRODAHQ Centre and delivered in various formats and through various channels to the study centres for onward distribution to the students. The choice of format and / or delivery channel has been based on student's preferred learning styles and the facilities that can be accessed in the various locations.

The different delivery formats for NOUN include:

- Printed Materials
- Audio Tapes
- CD ROMS
- On-line Multimedia Interactive and Non-interactive Presentations

The different delivery channels for NOUN include:

- Physical transportation of hard copy materials (printed Materials, audio and video tapes, CD ROMs by courier companies, NIPOST and/or in-house transport division.
- Electronic transmission of materials in multimedia (voice, data, graphics, video) over fixed line (telephone or leased lines), terrestrial and VSAT wireless communication systems.
- Television and Radio broadcast of educational programmes.

The Reprodaq Headquarters

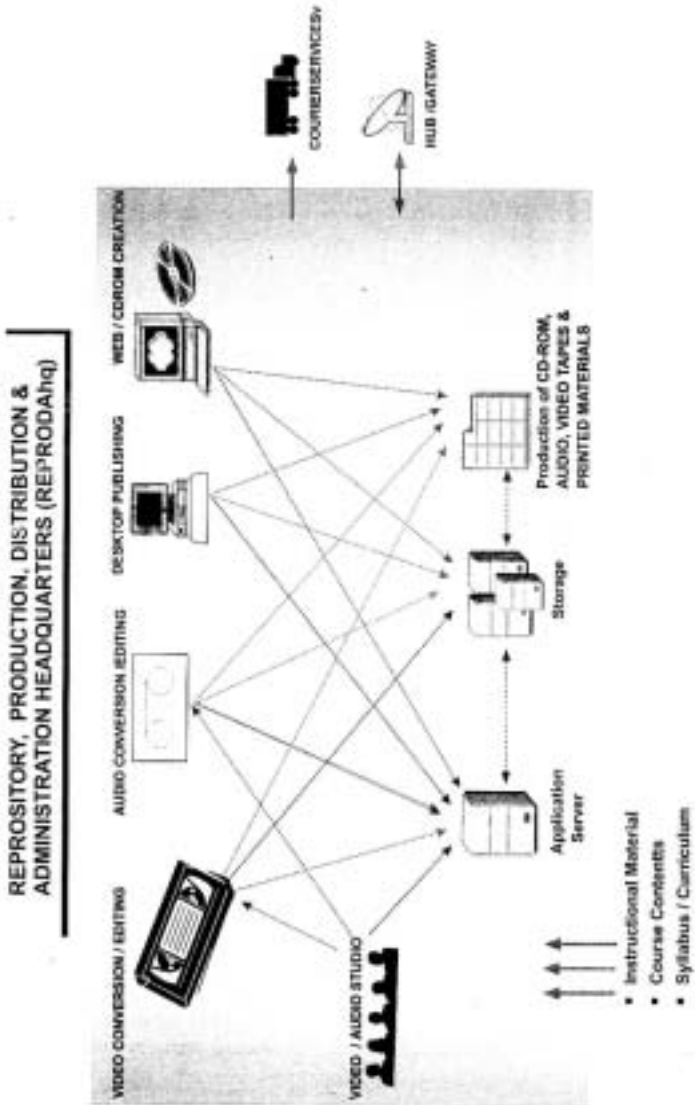
The REPRODAQ Headquarters which is located in Lagos, will be the central hub/gateway for the production, storage and distribution of learning materials in multiple media format. It will be an aggregation of educational resources for sharing and distribution purposes. The key functions of REPRODAQ Headquarters and the services it will offer include:

- Academic Services
- Content authority
- Central Multimedia Content Repository/Data Base
- E-learning / Web based Learning Solutions
- Learning Management Systems
- User Interface
- Communication Tools(Mail, Chat, Forums, Instant Messaging)
- Secure Internet Access
- Access to the National Virtual Library
- Data Collection, Display and Analysis
- Directory Services
- Testing & Certification
- Network Management

Also, Production and editing facilities will be installed at the REPRODAQ Headquarters to produce, convert and edit multimedia content for multi-channel delivery. Delivery platforms will include:

- Live Audio and Video Uniast, Multicast & Broadcast
- Video and Audio on-demand
- Text and graphics
- CD-ROMS
- Audio and Video Tapes
- Printed Materials

Learning materials can thus be delivered over the IP-based network, broadcast on television or radio or physically transported to the Study Centres by courier services. The REPRODAQ Headquarters is illustrated in the diagram:



The NOUN study centres will have Local-Area-Networks (LAN) with a minimum of 20 computers. The LANs will be connected to the REPRODA headquarters through the Wide Area Network and will allow for the following activities; Training and Learning, Assessment and Testing, Interactive Sessions, Communications (Email, chat, Forums, Instant Messaging, File Transfer), Internet access, access to the National virtual Library and other computer applications (Word processing, spreadsheets, database, etc).

In addition, each NOUN Study Centre is to be equipped with audio-visual equipment for live viewing, playback, audio and video conferencing and other systems required to create virtual classrooms, rich and compelling multimedia presentations and memorable learning experiences. The equipment will also be interfaced with the LAN and the WAN.

Intranet / Wide Area Network (WAN)

A national Wide Area Network (WAN) using VSAT solutions for the delivery of distance learning will be deployed with the Central Hub/Gateway infrastructure in Lagos and two-way VSAT equipment in each of the study centres. The network will be a high speed and scalable IP network for the support of distance learning content based on data, video and voice communication delivery. The solution will support unicast, multicast and broadcast transmission as well as fully interactive services based on the DVB standard for digital and satellite transmission. Critical factors considered in choosing the above are:

- **Reliability:** Guaranteed end-to-end uptime on the communication link
- **Availability:** Guaranteed 95% uptime
- **Quality:** Guaranteed response times and BER performance
- **Throughput:** Guaranteed adequate bandwidth to be available constantly
- **Security:** Ability to support required encryption schemes
- **Flexibility:** Adjustments in speed and support of multiple applications

In addition, the network will support Internet Access. Web browsing, e-mail, file transfer and toll quality Voice over IP (VOIP) services. The architecture will be open and flexible amongst other things, to allow for dynamic ramp up and quick deployment of new locations and new applications/ functionality without worrying about technological constraints.

A key technology being developed in the university for the delivery infrastructure is use of Open Standards, Open Architecture and standardization on the Internet (IP) platform, for its video, data and voice services. Other critical technological considerations are reliability, interoperability, flexibility, adaptability, scalability, future-proof, user-friendly, ruggedness requiring minimal maintenance, security and cost effectiveness.

5.2 Logistics and Delivery Systems

The REPRODAQ headquarters Centre which is central to the production, distribution and delivery of instructional materials in the various formats described above will possibly be located at the NTA Educational Unit, at Tejuosho, Yaba, Lagos.

When the use of the NTA Educational Unit becomes possible, the unit will be used to support the production and nationwide transmission of educational radio and television programmes in conjunction with the NTA FRCN networks, state and private broadcasting stations. This will be particularly useful for the students that live a considerable distance from the Study Centres who may not always have the opportunity to visit the Study Centres.

5.3 International Linkages

Partnerships and linkages are very common strategies for capacity building in distance learning education all over the world. NOUN is collaborating with international development partners

(COL, UNESCO, World Bank) and the other distance learning institutions in South Africa, Hong Kong, U.K, Australia etc in this regard.

Some of the areas of collaboration from these linkages with the NOUN include sharing of instructional materials, development of new courses, training of teachers and managers, programme evaluation, sharing of experience on common policy issues widening of access for individual learners through credit interchange and mutual recognition of credit earned by students.

As a student of NOUN, you will have access to both local and international materials via these international linkages without paying the fees of an international student. Some of the points NOUN will continue to consider while contemplating effective partnerships include: inexpensive communication channels, an acceptable joint management mechanism, institutional incentives to cooperate and practicability of the partnership.

Collaboration between distance education institutions facilitates the pooling of limited resources and the creation of economies of scale, which will make it possible for the collaborative undertaking of activities and projects that would otherwise have been difficult for individual institutions.

6.0 Academic Programmes

The academic programmes of the NOUN shall offer you a wide range of courses combined in such a way as to address students' career expectations and improve their productivity.

On the basis of the above more than 50 academic programmes housed in the various Schools and Centres are on offer in the university.

The NOUN Academic programmes include a broad range of integrated courses, which shall be compulsory for all students as Foundation Year courses. The following have been prescribed in conformity with the regulations of the National University Commission (NUC). These programmes include:

- ◆ Study Skills
- ◆ Use of English and Communication Skills
- ◆ History and Philosophy of Science
- ◆ People and Cultures
- ◆ Computer Fundamentals
- ◆ Logic and Creative Thinking and
- ◆ The Good Study Guide

The programmes of the NOUN include postgraduate, undergraduate, diploma and certificate programmes.

The flexibility of the NOUN mode of study allows a student to determine the pace, place, time and medium of study. For example, you may choose to study full time or take your courses one at a time (flexible mode). In general, it should take you the normal time allocated to complete a programme at the conventional universities if you study full time at the NOUN. If you choose to study the courses and programmes by the flexible mode the rule of the thumb is to double the time required for the full time study.

Access Programme

The university runs an Access programme for her potential students who do not have acceptable entry requirement to the degree programme of choice. The purpose of this programme is to allow these categories of students to remedy their deficiencies requisite to their intending academic programme by undertaking and successfully completing the relevant Access course(s). See the brochure on the Access Programme for more details.

INSTRUCTIONAL MODES

The multimedia approach is the method of delivery that will be used to convey instruction to you in your courses. This multimedia approach comprises print materials which you will read and study on your own, audio-visual programmes, CD-ROM, video cassette tapes or audio tapes, assignment, counselling sessions and in some courses, practical work.

The printed materials for the courses are the study materials required for both theory and practical component of the programme.

For the theory courses, the reading and studying of the printed course materials can of course take place in your home, in an environment convenient to you or indeed at some designated places called Study Centres. These are places located across the geo-political zones of the country. Presently, these centres are located at the places listed in Table 1.

The practical based courses where practical classes are essential, will necessarily take place at some institutions of higher learning which are serving temporarily as our Study Centres. The methodology of conducting these classes would be communicated to you at the beginning of the Semester.

A well-planned practicum / attachment / evidence of industrial training for a minimum of four weeks per academic year, may in addition, be required to earn a degree from the Open and Distance Learning Programme for some programmes.

For some courses, Audio-Video programmes would be provided as supplementary studying materials when necessary to clarify any misunderstood area of a course material.

The third leg of instructional delivery is the counselling and tutorial sessions. These are the main opportunity you the learner have to meet face-to-face with 'lecturers', who are appropriately called Counsellors and Instructional Facilitators/Tutors respectively at the NOUN.

The tutorials are of course meant for theory courses and the period of contact sessions will depend on the course credit unit of each course and the Instructional Facilitators for the courses at these Study Centres. They may occur during working days, weekends or public holidays. They may indeed occur at pre-arranged meetings between you and the course tutors. As a university policy, the number of tutorial session depends on the credit unit of the course. If it is a 1 credit course, a five hour, contact session has been recommended for the entire course. For a 2 credit course, an eight hour facilitation period is allowed and for a three credit course, the number of tutorial hours is twelve for the whole course.

Despite the importance the university attaches to these tutorial sessions, it is optional however. That is you may decide not to attend any or all of the sessions. It is however advisable that you make deliberate attempts to attend these sessions as it offers other benefits such as having peer discussion on a range of issues that border on your study at NOUN. It is assumed that you have studied the course material before these tutorial classes and only grey areas of understanding need clarification.

The Assignments are compulsory unique features of your course delivery system. All assignments are **Tutor Marked Assignment (TMA'S)**. For undergraduate programmes, you will be provided with 4 TMA's, 3 of which must be answered and passed to your facilitator before you can be allowed to sit for the examination in that course. You must therefore make sure that the assignments are answered and returned to the Study Centre on dates agreed between you and the course Instructional facilitator. There are also some assignments that are called **Self-Assessment Exercise**. Though your answers to these questions do not add a credit to your overall grade in the course, it is advisable that you attempt all the exercises yourself as it serves as a demonstration of the level of understanding you are achieving as you go through the content.

6.1 THE SCHOOL OF ARTS AND SOCIAL SCIENCES

Introduction

The School of Arts and Social Sciences is one of four Schools at the National Open University of Nigeria. The School of Arts and Social Sciences aims at broadening students' academic horizons, enhancing their intellectual understanding of the humanities or social sciences, and equipping them with the necessary knowledge and skills to meet the changing needs of the Nigerian community. It also services other Schools.

Many of the School's programmes are broad based encompassing a wide variety of degree structures. The School is headed by a Dean who is assisted by programme leaders supervising each major programme. The School's colour is orange.

In this age of rapid economic change and knowledge expression the Nigerian community places a great importance on information technology and commercial development. In the midst of these changes the Arts and Social Sciences are highly relevant. They help you to develop a firm language foundation and an ana-

lytical mind which will put you in a good stead, whatever the position you hold now or in the future.

6.1.1 ACADEMIC PROGRAMMES

The School of Arts and Social Sciences offers the following programmes:

a) Certificate

- ◆ Christian Theology
- ◆ Arabic and Islamic Studies
- ◆ French

b) Diploma

- ◆ Christian Theology
- ◆ Arabic and Islamic Studies

c) Undergraduate

- ◆ Criminology and Security Studies
- ◆ Peace Studies and Conflict Resolution
- ◆ Law (L.L.B)
- ◆ English Language
- ◆ French and International Studies
- ◆ Christian Theology
- ◆ Islamic Studies

d) Postgraduate Diploma

- ◆ Criminology and Security Studies
- ◆ Journalism
- ◆ Peace Studies and Conflict Resolution
- ◆ Legislative Drafting
- ◆ Christian Theology

e) Masters

- ◆ Journalism
- ◆ Peace Studies and Conflict Resolution

6.1.2 COURSES AND DISTRIBUTION IN THE FIRST YEAR

Apart from the prescribed courses on offer in the specific academic programmes, the following courses are compulsory for all students, in the School of Arts and Social Sciences.

At the 100 Level year of study:

GST 101 Use of English and Communication Skills 1 (2 credit units)

GST 102 Use of English and Communication Skills 2 (2 credit units)

GST 103 Study Skills 1 (0 credit units)

GST 104 Study Skills 2 (0 credit units)

GST 105 History and Philosophy of Science (2 credit units)

GST 107 The Good Study Guide (2 credit units)

At the 200 Level year of study:

CSS 101 Introduction to Sociology (3 credit units)

CSS 103 Introduction to Psychology (3 credit units)

CSS 202 Logic and Creative Thinking (3 credit units)

CSS 106 Ethnography and Social Structure of Nigeria (3 credit units)

CSS 108 Geography of Nigeria (3 credit units)

GST 201 Peoples and Culture (2 credit units)

GST 202 Computer Fundamentals (2 credit units)

GST 107 The Good Study Guide (2 credit units)

At the Postgraduate Diploma, and Masters Degree level, students must take:

GST 607 - The Good Study Guide (2 credit units)

Either JLS 708 or PCR 702 Research Methods

Either JLS 712 or PCR 707 Seminar

Courses and Distribution in the First Year Certificate in Christian Theology

1st Semester			
Course Code	Course Title	Credit Units	Course Status
ENG 001	Access English	4	C
JLS 101	Introduction to Journalism	3	E
CTH 001	Introduction to the Study of Religion	2	C
CTH 003	Religion and Society	2	C
CTH 005	Church History I	2	C
CTH 007	O.T. Survey	2	C
CTH 009	Introduction to Philosophy	3	C
CTH 011	Bible Geography	2	E
CTH 013	Introduction to the Study of Islam	2	C
CIT 101	Computer in Society	2	E
GST 107	The Good Study Guide	2	C
		26	

Total Compulsory Credit Units (C) 19

Elective (E) 7

Total Credit Units 26

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CTH 002	Introduction to Christianity	2	C
CTH 004	Major Religious Groups in Nigeria	2	E
CTH 006	Introduction to the Bible	2	C
CTH 008	Types of Theology	2	C
CTH 010	New Testament Survey	3	C
CTH 012	Introduction to African Traditional Religion	2	C
CTH 014	Marriage and Family	2	C
CTH 016	Long Essay	2	C
		17	

Total Compulsory Credit Units (C) 15

Elective (E) 2

Total Credit Units 17

Certificate in Islamic and Arabic Studies

1st Semester			
Course Code	Course Title	Credit Units	Course Status
ENG 001	Access English	4	C
CIT 101	Computer in Society	2	C
CAI 001	Introduction to Qur'an	2	C
CAI 003	Introduction to the Hadith	2	C
CAI 005	Iman & Salat	2	C
CAI 007	Moral Teachings of the Qur'an	2	E
CAI 011	Arabic Grammar	2	C
CAI 013	Arabic Literature I	2	C
CAI 015	Arabic Composition	2	C
CAI 017	Arabic Rhetoric	2	E
		22	

Total Compulsory Credit Units (C) 18

Elective (E) 4

Total Credit Units 22

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CAI 002	Selected Qur'an	2	C
CAI 004	HadithText	2	C
CAI 006	Zakat, Sawm and Hajj	2	C
CAI 008	The Orthodox Caliphs	2	C
CAI 010	Celebrations in Islam	2	E
CAI 012	Arabic Morphology	2	C
CAI 014	Arabic Literature II	2	C
CAI 016	Arabic Reader	2	E
CAI 018	Translation	2	C
		18	

Total Compulsory Credit Units (C) 14

Elective (E) 4

Total Credit Units 18

Certificate in French

1st Semester			
Course Code	Course Title	Credit Units	Course Status
CFR 011	Oral/Aural Expression I	6	C
CFR 013	Written Expression I	2	C
CFR 015	Introductory to Phonetics & Phonology I	3	C
CFR 017	Introductory to Phonetics & Phonology I	3	C
CFR 019	Practical French Grammar I	6	C
		20	

Total Compulsory Credit Units (C) 20

Elective (E) 0

Total Credit Units 20

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CFR 012	Oral/Aural Expression II	3	C
CFR 014	Written Expression II	3	C
CFR 016	Introductory to Phonetics Phonology II	3	C
CFR 018	Francophone Civilisation II	3	C
CFR 020	Practical French Grammar II	3	C
		15	

Total Compulsory Credit Units (C) 15

Elective (E) 0

Total Credit Units 15

Diploma Christian Theology First Year of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
ENG 001	Access English	4	C
JLS 101	Introduction to Journalism	3	E
CTH 021	Introduction to the Study of Religion	2	C
CTH 023	Religion and Society	2	C
CTH 025	Church History I	2	C
CTH 027	O.T. Survey	3	C
CTH 029	Introduction to Philosophy	2	C
CTH 031	Bible Geography	2	E
CTH 033	Introduction to the Study of Islam	2	C
CIT 101	Computer in Society	2	E
GST 107	The Good Study Guide	2	C
		26	

Total Compulsory Credit Units (C) 19

Elective (E) 7

Total Credit Units 26

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CTH 022	Introduction to Christianity	2	C
CTH 024	Major Religious Groups in Nigeria	2	E
CTH 026	Introduction to the Bible	2	C
CTH 028	Types of Theology	2	C
CTH 030	New Testament Survey	3	C
CTH 032	Introduction to African Traditional Religion	2	C
CTH 034	Marriage and Family	2	C
CTH 036	Long Essay	2	C
		17	

Total Compulsory Credit Units (C) 15

Elective (E) 2

Total Credit Units 17

Diploma in Islamic and Arabic Studies First Year of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
ENG 001	Access English	4	C
JLS 101	Introduction to Journalism	3	E
DAI 021	Arabic Grammar I	2	C
DAI 023	Translations I (Arabic to English)	2	C
DAI 025	Arabic Literature I (Poetry)	2	C
DAI 027	Introduction to the Qur'an	2	C
DAI 029	Sirah of the prophet Mohammed	2	C
DAI 031	Morality of Islam	2	C
DAI 032	Islamic Economic System	2	C
		21	

Total Compulsory Credit Units (C) 18

Elective (E) 3

Total Credit Units 21

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
DAI 022	Arabic Reader	3	C
DAI 024	Arabic Essay Writing	3	C
DAI 026	Arabic Rhetoric	2	C
DAI 028	The Pillars of Islam	2	C
DAI 030	Sirah of the Prophet Mohammed	2	C
DAI 032	Textual Study of Qur'an	2	C
		14	

Total Compulsory Credit Units (C) 14

Elective (E) 4. Total Credit Units 18

B.A Christian Theology 100 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
JLS 101	Introduction to Journalism	3	E
CTH 101	Introduction to the Study of Religion	2	C
CTH 103	Religion and Society	2	C
CTH 105	Church History I	2	C
CTH 107	O.T. Survey	3	C
CTH 109	Introduction to Philosophy	2	C
CTH 111	Bible Geography	2	E
CTH 113	Introduction to the Study of Islam	2	C
CIT 101	Computer in Society	2	E
GST 107	The Good Study Guide	2	C
GST 101	Use of English and Communication Skills 1	2	C
GST 103	Study Skills 1	0	C
GST 105	History and Philosophy of Science	2	C
		26	

Total Compulsory Credit Units (C) 19

Elective (E) 7

Total Credit Units 26

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CTH 102	Introduction to Christianity	2	E
CTH 104	Major Religious Groups in Nigeria	2	E
CTH 106	Introduction to the Bible	2	C
CTH 108	Types of Theology	2	C
CTH 110	New Testament Survey	3	C
CTH 112	Introduction to African Traditional Religion	2	C
CTH 114	Marriage and Family	2	C
CTH 116	Long Essay	2	C
GST 102	Use of English and Communication Skills 2	2	C
GST 104	Study Skills 2	0	C
		19	

Total Compulsory Credit Units (C) 15

Elective (E) 4

Total Credit Units 19

B.A Islamic Studies 100 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English & Communication Skills I	2	C
GST 103	Study Skills I	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
CIT 101	Computer in Society	2	E
ISS 101	General Introduction to Islam	2	C
ISS 103	Introduction to the Quran	2	C
ISS 105	Introduction to the Hadith	2	C
ARL 101	Arabic for Beginners	2	C
ARL 103	Arabic Conversation	2	C
ISS 107	Introduction to World Religions	2	E
		20	

Total Compulsory Credit Units (C) 16

Elective (E) 4

Total Credit Units 20

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
GST 102	Use of English & Comm. Skills II	2	C
GST 104	Study Skills II	0	C
ISS 102	As-Salat & As-Sawn	2	C
ISS 104	Sirah	2	C
ISS 106	AZ-Zakat	2	C
ARL 102	Arabic Reading I	2	C
ISS 108	Moral Teachings in Islam	2	E
ARL 104	Arabic Usage	2	C
ISS 110	Hajj	2	C
ISS 112	Women in Islam	2	E
ISS 114	Mosque in Islam	2	E
		20	

Total Compulsory Credit Units (C) 16

Elective (E) 4

Total Credit Units 20

B.A English
100 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English & Communication Skills I	2	C
GST 103	Study Skills I	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
CIT 101	Computer in Society	2	E
ENG 101	Structure of Modern English I	3	C
ENG 103	Spoken English	2	C
ENG 105	Introduction to Nigerian Literature I	2	C
ENG 107	Theatre Workshop	3	C
ENG 109	Introduction to Literature in English I	2	E
ENG 111	A Survey of the English Language	3	C
LIN 101	Introduction to Linguistics I	3	E
		36	

Total Compulsory Credit Units (C) 19

Elective (E) 7

Total Credit Units 36

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
GST 102	Use of English & Comm. Skills II	2	C
GST 104	Study Skills II	0	C
ENG 102	Structure of Modern English II	3	C
ENG 104	Introduction to Nigerian Literature II	2	C
ENG 105	Elements of Drama	2	C
ENG 106	Introduction to English as A Second Language	3	C
ENG 108	Introduction to Literature in English II	2	E
LIN 102	Introduction to Linguistics II	3	E
		17	

Total Compulsory Credit Units (C) 12

Elective (E) 5

Total Credit Units 17

B.A French and International Studies 100 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English & Communication Skills	2	C
GST 103	Study Skills I	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
CIT 101	Computer in Society	2	E
FRE 101	Laboratory Work	3	C
FRE 103	Introduction to Composition writing in French	3	C
FRE 105	Basic French I	3	E
FRE 107	French Grammar I	3	E
FRE 109	Introduction to Textual Analysis I	2	E
FRE 111	Introduction to French Civilization/ Culture	2	E
		3	E
INR 101	Introduction to International Studies	3	C
LIN 101	Introduction to Linguistics I	3	E
		33	

Total Compulsory Credit Units (C) 15

Elective (E) 18

Total Credit Units 33

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
GST 102	Use of English & Communication Skills II	2	C
GST 104	Study Skills II	0	C
FRE 102	Corrective Grammar	3	C
FRE 104	French Conversation	3	C
FRE 106	Basic French II	3	E
FRE 108	French Grammar II	3	E
FRE 110	Introduction to Textual Analysis II	3	E
INR 102	Introduction to Law and Diplomacy in Pre-Colonial Africa.	3	C
LIN 102	Introduction to Linguistics II	3	E
		20	

Total Compulsory Credit Units (C) 11

Elective (E) 9

Total Credit Units 20

B.A. Criminology and Security Studies

100 Level of Study

1 st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English and Communication Skills 1	2	C
GST 103	Study Skills 1	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
CSS 101	Introduction to Sociology	3	C
CSS 103	Introduction to Psychology	3	C
CSS 105	Introduction to Political Science	3	C
CSS 107	Sociology of Law	3	C
BHM 101	Principles of Economics	3	C
CIT 101	Computer in Society	2	E
		23	

Total Compulsory Credit Units (C) 21

Elective (E) 2

Total Credit Units 25

2 nd Semester			
Course Code	Course Title	Credit Units	Course Status
GST 102	Use of English and Communication Skills 2	2	C
GST 104	Study Skills 2	0	C
CSS 102	Introduction to Nigerian Criminal Law	3	C
CSS 106	Ethnography and Social Structure of Nigeria	3	C
CSS108	Geography of Nigeria	3	C
CIT 102	Application Software Skills	2	E
		13	

Total Compulsory Credit Units (C) 11

Elective (E) 2

Total Credit Units 13

B.A. Peace Studies and Conflict Resolution

100 Level of Study

1 st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English and Communication Skills 1	2	C
GST103	Study Skills 1	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
PCR 101	Introduction to Peace Studies	3	C
PCR 103	Education for Peace	3	C
PCR 105	Introduction to Conflict Resolution Processes 1	3	C
CIT 101	Computer in Society	2	E
		17	

Total Compulsory Credit Units (C) 15

Elective (E) 2

Total Credit Units 17

2 nd Semester			
Course Code	Course Title	Credit Units	Course Status
GST 102	Use of English and Communication Skills 2	2	C
GST 104	Study Skills 2	0	C
PCR 102	Introduction to Conflict Resolution Processes 2	3	C
PCR 104	Democracy and Good Governance	3	C
BIO 122	Biology of Animals	2	C
CIT 102	Application Software Skills	2	E
CIT 132	Introduction To Programming	2	E
		14	

Total Compulsory Credit Units (C) 10

Elective (E) 4

Total Credit Units 14

Law (L.L.B)

100 Level of Study

1 st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 101	Use of English and Communication Skills 1	2	C
GST 103	Study Skills 1	0	C
GST 105	History and Philosophy of Science	2	C
GST 107	The Good Study Guide	2	C
CSS 101	Introduction to Sociology	3	C
CSS 103	Introduction to Psychology	3	C
CSS 105	Introduction to Political Science	3	C
CSS 107	Sociology of Law	3	C
LAW 101	Legal Methods 1	2	C
CIT 101	Computer In Society	2	E
		21	

Total Compulsory Credit Units (C) 19

Elective (E) 2

Total Credit Units 21

2 nd Semester			
Course Code	Course Title	Credit Units	Course
GST 102	Use of English and Communication Skills 2	2	C
GST 104	Study Skills 2	0	C
CSS 102	Introduction to Nigerian Criminal Law	2	C
CSS 106	Ethnography and Social Structure of Nigeria	3	C
CSS 108	Geography of Nigeria	3	C
LAW 102	Legal Methods 2	2	C
CIT 102	Application Software Skills	2	E
		14	

Total Compulsory Credit Units (C) 12

Elective (E) 2

Total Credit Units 14

M.A. Peace Studies and Conflict Resolution
700 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 607	The Good Study Guide	2	C
PCR 701	Conflict Management	3	C
PCR 703	Peace and Security in a Global Context	3	C
PCR 705	Post Conflict Reconstruction and Humanitarianism	3	C
CIT 741	Advanced Information Storage and Retrieval	3	E
		14	

Total Compulsory Credit Units (C) 11

Elective (E) 3

Units 14

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
PCR 702	Research Methods in Peace and Conflict Resolution	3	C
PCR 704	Early Warning Early Warning Mechanism	3	C
PCR 706	The Political Economy of Peace Building	3	C
CIT 742	Advanced Information Systems	3	E
		12	

Total Compulsory Credit Units (C) 9

Elective (E) 3

Total Credit Units 12

M.Sc. Journalism

700 Level of Study

1st Semester

Course Code	Course Title	Credit Units	Course Status
JLS 701	Message Design and Development	3	C
JLS 703	Corporate Communication	3	C
JLS 705	News Reporting/Writing	3	C
JLS 707	Feature Writing	3	C
JLS 709	Media and Society	3	C
JLS 711	Advanced Theories in Mass Communication	3	C
GST 607	The Good Study Guide	2	C
CIT 741	Advanced Information Storage and Retrieval	3	E
		23	

Total Compulsory Credit Units (C) 20

Elective (E) 3

Units 23

2nd Semester

Course Code	Course Title	Credit Units	Course Status
JLS 702	Publication Layout and Design	3	C
JLS 704	Media Law and Ethics	3	C
JLS 706	Corporate Publications	3	C
JLS 708	Communication Research	3	C
JLS 710	Advanced Broadcast	3	C
JLS 712	Speechwriting	3	C
JLS 714	Seminar in Communication Theory	3	C
CIT 742	Advanced Information Systems	3	E
		24	

Total Compulsory Credit Units (C) 21

Elective (E) 3

Total Credit Units 24

Post Graduate Diploma in Journalism 600 Level of Study

1 st Semester			
Course Code	Course Title	Credit Units	Course Status
JLS 101	Introduction to Journalism	3	C
JLS 603	Corporate Communication	3	C
GST 607	The Good Study Guide	2	C
JLS 605	News Reporting	3	C
JLS 607	Research Methods	3	C
JLS 609	Media and Society	3	C
CIT 611	Computer Fundamentals	3	E
		20	

Total Compulsory Credit Units (C) 17

Elective (E) 3

Units 20

2 nd Semester			
Course Code	Course Title	Credit Units	Course Status
JLS 602	Publication Layout and Design	3	C
JLS 604	Media Law and Ethics	3	C
JLS 606	Journalistic Publications	3	C
JLS 608	Fundamentals of Broadcasting	3	C
JLS 610	Principles and Practice of Public Relations	3	C
CIT 653	Introduction to the Internet	3	E
		18	

Total Compulsory Credit Units (C) 15

Elective (E) 3

Total Credit Units 18

**Post Graduate Diploma in Peace Studies and Conflict Resolution
600 Level of Study**

1st Semester			
Course Code	Course Title	Credit Units	Course Status
PCR 101	Introduction to Peace Studies	3	C
PCR 105	Introduction to Conflict Resolution Processes I	3	C
GST 607	The Good Study Guide	2	C
PCR 103	Education For Peace	3	C
CSS 101	Introduction to Sociology	3	C
CSS 103	Introduction to Psychology	3	C
CSS 107	Sociology of Law	3	C
CIT 611	Computer Fundamentals	3	E
		23	

Total Compulsory Credit Units (C) 21

Elective (E) 3

Units 23

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
PCR 102	Introduction to Conflict Resolution Processes II	3	C
PCR 104	Democracy and Good Governance	3	C
CSS 108	Geography of Nigeria	3	C
CIT 653	Introduction to the Internet	3	E
		12	

Total Compulsory Credit Units (C) 9

Elective (E) 3

Total Credit Units 12

Post Graduate Diploma in Criminology and Security Studies 600 Level of Study

1st Semester			
Course Code	Course Title	Credit Units	Course Status
CSS 101	Introduction to Sociology	3	C
GST 607	The Good Study Guide	2	C
CSS 103	Introduction to Psychology	3	C
CSS 105	Introduction to Political Science	3	C
BHM 101	Principles of Economics	3	C
CIT 611	Computer Fundamentals	3	E
		17	

Total Compulsory Credit Units (C) 14
 Elective (E) 3
 Units 17

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CSS 102	Introduction to Nigerian Criminal Law	3	C
CSS 106	Ethnography and Social Structure of Nigeria	3	C
CSS 108	Geography of Nigeria	3	C
CIT 653	Introduction to the Internet	3	E
		12	

Total Compulsory Credit Units (C) 9
 Elective (E) 3
 Total Credit Units 12

**Post Graduate Diploma in Legislative Drafting
600 Level of Study**

1st Semester			
Course Code	Course Title	Credit Units	Course Status
GST 607	The Good Study Guide	2	C
CSS 101	Introduction to Sociology	3	E
CSS 103	Introduction to Psychology	3	E
CSS 105	Introduction to Political Science	3	E
CSS 107	Sociology of Law	3	E
BHM 101	Principles of Economics	3	E
LED 601	Perspectives on Legislative Drafting	3	C
LED 603	The drafting Process	3	C
LED 605	Legislative Style	3	C
LED 607	Constitutional Perspective	3	C
LED 609	Legislative Syntax and Expression	3	C
CIT 611	Computer Fundamentals	3	E
		35	

Total Compulsory Credit Units (C) 17

Elective (E) 18

Units 35

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CSS 102	Introduction to Nigerian Criminal Law	3	E
CSS 106	Ethnography and Social Structure of Nigeria	3	E
CSS 108	Geography of Nigeria	3	E
CIT 653	Introduction to the Internet	3	E
LED 602	Legislative Forms and Arrangements of Provisions	3	C
LED 604	Substantive Provisions	3	C
LED 606	Construction and Interpretation of Legislation and Constitutions	3	C
LED 608	Treaty Drafting	3	C
LED 610	The Drafting Office	3	C
LED 612	Project	3	C
CIT 653	Introduction to the Internet	3	E
		36	

Total Compulsory Credit Units (C) 21

Elective (E) 15

Total Credit Units 36

**Post Graduate Diploma in Christian Theology
600 Level of Study**

1st Semester			
Course Code	Course Title	Credit Units	Course Status
CTH 601	Biblical Hermeneutics	2	C
CTH 603	Critical Introduction to O.T.	2	C
CTH 605	Systematic Theology	2	C
CTH 607	Old Testament Theology	2	C
CTH 609	Liberation and Feminist Theologies	2	C
CTH 611	Research Methods	2	C
EDU 101	Foundations of Education	2	C
HEM 645	Management and Care of HIV/AIDS	3	E
GST 607	The Good Study Guide	2	E
CIT 611	Computer Fundamentals	3	E
		22	

Total Compulsory Credit Units (C) 14

Elective (E) 8

Total Credit Units 22

2nd Semester			
Course Code	Course Title	Credit Units	Course Status
CTH 602	Pastoral Theology	2	C
CTH 604	Religious Dialogue	2	C
CTH 606	Reformation	2	C
CTH 608	Critical Introduction to N.T	2	C
CTH 610	Common Themes in Christianity and	2	C
CTH 612	Islam	2	C
CTH 614	New Testament Theology Christian		
	Ethics in Contemporary Nigerian	2	C
	Society		
CTH 616	Theology of African Traditional		
	Religion (ART)	2	E
CTH 618	Project	3	C
CIT 653	Introduction to the Internet	3	E
		24	

Total Compulsory Credit Units (C) 19

Elective (E) 5

Total Credit Units 24

6.1.3 Credit Load/Duration of Programmes

Below is a summary of the duration and graduation requirements for each category of academic programmes in the School of Arts and Social Sciences

Programme	Minimum allowed per semester	Maximum allowed per semester	Total credits required for Graduation	Minimum period allowed for Graduation	Maximum period allowed for Graduation
M.A.	15	18	30	1 year	4years
Post Graduate Diploma	14	18	35	1 year	2years
First Degree	15	24	120/90	2 years	4 years
Diploma	15	18	60	2years	4years
Certificate	15	18	35	1 year	2 years

Note that that the minimum number of credit units to be taken in one year for the undergraduate and diploma programmes is 32 and the maximum is 38. This means that the student is supposed to register for 16 –18 credit units in a semester. This comprises of the compulsory and elective courses. The elective courses can be taken either from within the School or from other Schools

