



**GOMBE STATE UNIVERSITY  
GOMBE, NIGERIA**

**STUDENTS' HAND BOOK  
(FOURTH EDITION: 2020 – 2024)**

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# UNIVERSITY CREST



UNIVERSITY MOTTO:  
**Primus Inter Pares**

The Crest of Gombe State University is embedded in a shield-shaped structure with an electron, depicting science, a torch indicating light and a book representing knowledge hidden and awaiting divulgence.

The shield depicts Gombe State as entirely located within a dark green background, which portrays the agrarian nature of the people while the light blue colour running across the width of the shield gives a picture of the river that flows across the state.

The red line brings to mind the heroes past. Bordering the entire crest is a black colour which reveals the abundance of solid minerals in and around the state while at the bottom end of the crest is the motto, Primus Inter Pares, which in its entirety, implies that the University is the *FIRST AMONGST EQUALS* in its endless quest for knowledge, excellence and relevance.

## **FOREWORD**

This fourth edition of handbook has been thoroughly reviewed to address hitherto grey areas in the last editions. This will definitely give a good guide for prospective students on the available programmes for admission and registration requirements. While for matriculated students it gives comprehensive guide on what is expected of them during their stay in the university. The language is so explicit, it is hoped that students will read and understand the contents and seek clarification where they have any doubts. The student's affairs directorate is always available to attend to students matters.

It is also expected that both academic and non-academic staff would find time to read it and assist in guiding students when the need arises. Parents and Guardians should find time to familiarize with the contents of this booklet so as to help in counselling and guiding their respective wards. The administration has made necessary provisions by creating a conducive teaching, learning environment for students and will continue to improve and provide more facilities.

However, in order to entrench discipline in the system the rules /regulations and penalties as contained in this booklet will be strictly adhered to. Students are therefore, advised to guard against deliberate flouting of regulations.

I wish you a successful stay in Gombe State University.

Thank you.

**PROFESSOR ALIYU USMAN EL-NAFATY, MBBCH, FWACS, FICS**  
Vice-Chancellor

## IMPORTANT ADDRESSES

All correspondence should be addressed to the Vice-Chancellor through the following addresses:-

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Web site:	<a href="http://gsu.edu.ng">www.http//gsu.edu.ng</a> ,
Registry	Senate Building Gombe State University Gombe.
Bursary	Senate Building Gombe State University Gombe.
Students' Affairs Division	Senate Building Gombe State University Gombe.
Library	Academic Area Gombe State University Gombe.
Remedial Studies	Academic Area Gombe State University Gombe.
Security Unit	Behind NITDA Park Gombe State University Gombe
Directorate of Human Resources	Academic Area Gombe State University Gombe.

**National Universities Commission**

Aja Nwachukwu House, Plot 430,

26, Aguiyi Ironsi street

PMB 237 Garki GPO, Maitama, Abuja.

**Telephone:** 08027455412, 08027455413, 08027455418

**Email:** [info@nuc.edu.ng](mailto:info@nuc.edu.ng)

**Website:** [www.nuc.edu.ng](http://www.nuc.edu.ng)

**The Nigeria Police Headquarters**

Gombe State Command

Ashaka Road,

Gombe,

**Tel:** 072-223135, 072-221158

**Mobile Phone:** 08150567771, 08151855014

**Email:** [npfgombe@yahoo.com](mailto:npfgombe@yahoo.com)

**The Nigerian Immigration Headquarters**

Immigration Barracks, Gombe State Command,

GRA,

Bauchi Rd. Gombe

**Phone Number:** 072-220218

**Website** [nis.gombe@nigerian.gov.ng](mailto:nis.gombe@nigerian.gov.ng)

**NIPOST Office**

GRA, Off. Bauchi Road,

Gombe

**Phone Number:** 08067036590

**Email:** [customerservice@nipost.gov.ng](mailto:customerservice@nipost.gov.ng), [pmg@nipost.gov.ng](mailto:pmg@nipost.gov.ng)

**The Specialist Hospital**

Jekadafari, Bauchi Road

Gombe.

**Mobile No.:** +2347068195172

**Email:**

**Federal Teaching Hospital**

Ashaka Road,

P.M.B. 037,

Gombe State

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**Email:** [cmdfthg@gmail.com](mailto:cmdfthg@gmail.com)

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**Federal College of Education (Technical),**  
P.M.B 60, Ashaka Road,  
Gombe, Gombe State  
**Mobile No.:** +2348037737070, +2348037737070  
**Email :** info@fcetgombe.edu.ng

**JAMB Gombe State Office**  
Within Ministry of Education Headquarters,  
Doctor's Flats, Buhari Housing Estate,  
P. M. B. 133, Gombe, Gombe State  
**Mobile No.:** 08125191480 / 08036254581  
**Email :** gombe@jamb.gov.ng

**Fire Brigade**  
Dukku Road, Gombe

**The Nigerian Red Cross**  
C/O Inside Ministry of Women Affairs and Social Development,  
Orji Quarters Along Bauchi Road,  
Gombe  
**Mobile No.:** 8032639263, 08023000000, 08023725902  
**Email:** nrcsgombe@yahoo.com; gombe@nrcsng.org

## **VISITOR, CHANCELLOR AND MEMBERS OF THE GOVERNING COUNCIL**

### **Visitor**

His Excellency,  
Alh. Muhammadu Inuwa Yahaya  
The Executive Governor, Gombe State

### **Chancellor**

His Royal Highness,  
Alhaji Abubakar Shehu Abubakar, III  
The Emir of Gombe

### **Pro-Chancellor**

Senator (Barr.) Joshua Lidani

### **Vice-Chancellor**

Prof. Aliyu Usman El-Nafaty, MBBCH, FWACS, FICS

### **Deputy Vice-Chancellor**

Prof. Mahmoud Umar, BS, MSc, Ph D.

### **University Governing Council**

- |       |   |   |          |
|-------|---|---|----------|
| i     | <b>Sen. Joshua Lidani</b><br>(Pro Chancellor)                       | - | Chairman |
| ii.   | <b>Prof. Aliyu Usman El-Nafaty</b><br>(Vice Chancellor)             | - | Member   |
| iii.  | <b>Prof. Mahmud Umar</b><br>(Deputy Vice Chancellor)                | - | Member   |
| iv.   | <b>Fatima JB Sawa</b><br>(Rep. of Public Interest)                  | - | Member   |
| v.    | <b>Prof. Umaru Abubakar Gurama</b><br>(Rep. of Public Interest)     | - | Member   |
| vi.   | <b>Prof. Hassan Bello</b><br>(Rep. of Public Interest)              | - | Member   |
| vii.  | <b>Arc. Suleiman Moh'd Kumo</b><br>(Rep. of Public Interest)        | - | Member   |
| viii. | <b>Dr. Ibrahim Jalo Daudu</b><br>(Rep. of Public Interest)          | - | Member   |
| ix.   | Representative of National University Commission                    | - | Member   |
| x.    | <b>Malam Aliyu Mamuda</b><br>(Rep. of Ministry of Higher Education) | - | Member   |



- |        |   |   |           |
|--------|---|---|-----------|
| xi.    | <b>Barr. Zubairu Muhammad Umar</b><br>(Rep. of Ministry of Justice) | - | Member    |
| xii.   | <b>Prof. Babagana Bako</b><br>(Senate Representative)               | - | Member    |
| xiii.  | <b>Prof. Hajjagana Hamza</b><br>(Senate Representative)             | - | Member    |
| xiv.   | <b>Dr. Rasheed Abdulganiy</b><br>(Senate Representative)            | - | Member    |
| xv.    | <b>Dr. Muhammad Tukur Adamu</b><br>(Senate Representative)          | - | Member    |
| xvi.   | <b>Malam Mahmud M. Hassan</b><br>(Congregation Representative)      | - | Member    |
| xvii.  | <b>Mal. Sani Rabi</b><br>(Convocation Representative)               | - | Member    |
| xviii. | <b>Mal. Yuguda Muhammad Abdullahi</b><br>(Registrar)                | - | Secretary |

## **PRINCIPAL OFFICERS OF THE UNIVERSITY**

### **Vice-Chancellor**

Prof. Aliyu Usman El Nafaty

### **Deputy Vice-Chancellor**

Prof. Mahmoud Umar

### **Registrar**

Mallam Abdullahi Mohammed Yuguda

### **Bursar**

Mr. Jephania Shehu

### **Ag. University Librarian**

Mal. Umar Muhammad Modibbo

## **PROVOST, DEANS AND DIRECTORS OF COLLEGE, FACULTIES AND UNITS**

### **Provost, College of Medical Sciences**

Prof. Babagana Bako

### **Dean, Post-Graduate School**

Professor Muhammed Gurama Dukku

### **Dean, Faculty of Clinical Sciences**

Dr. Iliya Jalo

### **Dean, Faculty Basic Clinical Sciences**

Dr Yuguda Saleh

### **Dean, Faculty of Basic Medical Sciences**

Dr Bala Usman

### **Dean, Faculty of Arts and Social Sciences**

Professor Ibrahim Waziri Abubakar

### **Dean, Faculty of Education**

Professor Habila Elisha Zuya

### **Dean, Faculty of Science**

Professor Hajjagana Hamza

**Dean, Faculty of Law**  
Prof. Abubakar Isah Bappah

**Dean, Faculty of Pharmaceutical Sciences**  
Professor O. A. Salawu

**Dean, Students Affairs**  
Dr. Hassana Yahaya Bello

**Ag. Director of Physical Planning and Development**  
Alh. Murtala Salisu

**Director, School of Basic and Remedial  
Studies** Dr. Abubakar Bajoga

**Directorate of Human Resource**  
Dr Tahir Inuwa Ibrahim

**Director Academic Planning**  
Dr. Rasheed Abdulganiy

**Director of Quality Assurance**  
Dr. Sabe Zaure

**Director General Studies**  
Dr Madugu Mohammad Lamido

**Director Information and Communication Technology Centre (ICT)**  
Dr Bala Modi

**Managing Director  
University Consultancy Services**  
Dr. Babangida Musa

**Director Centre for Entrepreneurship**  
Dr. Nasiru Modibbo

**Director of Research and Innovation**  
Professor Oluwasanumi Adedimeji Adepoju

**Director University Health Services**  
Dr Bunu Wali

## **UNITS OF THE UNIVERSITY**

- Vice-Chancellor's Office
- Registry Department
- Bursary Department
- University Library
- Works Department
- Students' Affairs Division
- School of Basic and Remedial Studies
- Directorate of Human Resources
- Security Unit
- University Consultancy Services
- General Studies
- Centre for Entrepreneurship
- Directorate of Research and Innovations
- SIWES Unit

## **BRIEF HISTORY OF GOMBE STATE UNIVERSITY**

On his assumption of office on May 29<sup>th</sup> 2003, the Governor of Gombe State, Alhaji Muhammad Danjuma Goje (Sarkin Yakin Gombe) made clear his determination to provide sound qualitative education in the State. This was a particularly significant declaration which expressed the Government's readiness to provide a good tertiary institution for thousands of Senior Secondary School Certificate holders at a time of stiffer competition for admission into institutions of higher learning that have Gombe State as one of their catchments states. To this end, a Ministry of Higher Education was created to, among other things, advice the government on modalities for establishing a state-owned tertiary institution(s).

The Ministry in turn, set-up an Advisory committee whose report was deliberated upon by the State's Executive Council which subsequently resolved to establish a State-owned University to be named and addressed as Gombe State University (GSU).

The State Executive Council also agreed that the university should be located on a single campus, sited in the State Capital, Gombe. It also resolved that the Gombe State University should be a conventional University so that it accommodates the human-power needs of both the public and the private sectors in the state and beyond.

As a follow up to these decisions, the State Executive Council approved the constitution of a 24-member Technical and Planning Committee and based on their report to the Council, an implementation Committee was put in place for the smooth take-off of the University.

Gombe State University formally took-off after the passage of the bill for its establishment by the State House of Assembly on April 14<sup>th</sup>, 2004, the signing of the bill into Law by the Governor and Visitor to the University, Alhaji Muhammad Danjuma Goje, on May 3<sup>rd</sup>, 2004 and the Federal Government's licensing of the University on May 7<sup>th</sup>, 2004. Thereafter, the Implementation Committee paid full attention to the physical development of the University as well as the appointment of its pioneer Vice-Chancellor and other Principal/Management Staff for the University. As soon as a suitable site was found in Gombe, this committee continued its work until the University's 11 member Governing Council was constituted and subsequently inaugurated on February 15<sup>th</sup>, 2005.

Schools, Colleges and Government Parastatals in the identified site in the Tudun Wada Quarters of Gombe metropolis, were relocated to allow for its speedy transformation and development. Undergraduate teaching started in the three foundation Faculties of Education, Science, Arts and Social Sciences in the

2005/2006 Academic Session. The School of Basic and Remedial Studies (SBRS) of the University also started its own academic activities in the 2004/2005 academic session.

The University has grown over the years to become a Center of learning with five Faculties (Faculty of Science, Arts and Social Sciences, Education, Pharmaceutical Sciences and Law) and College of Medical Sciences with three faculties (Basic Medical Sciences, Basic Clinical Sciences and Clinical sciences) and Directorate of Human Resource. There are over hundred undergraduate and postgraduate programmes offered in the university.

## **COLLEGE, FACULTIES AND DEPARTMENTS**

### **College of Medical Sciences**

#### **1. Faculty of Basic and Allied Medical Sciences**

Department of Human Anatomy  
Department of Medical Biochemistry  
Department of Human Physiology  
Department of Nursing sciences

#### **2. Faculty of Basic Clinical Sciences**

Department of Chemical Pathology  
Department of Haematology  
Department of Histopathology  
Department of Medical Microbiology & Immunology  
Department of Clinical Pharmacology and Therapeutics

#### **3. Faculty of Clinical Sciences**

Department of Community Medicine  
Department of Anaesthesia  
Department of Ear, Nose and Throat  
Department of Surgery  
Department of Internal Medicine  
Department of Paediatrics  
Department of Obstetrics & Gynaecology  
Department of Ophthalmology  
Department of Radiology

#### **4. Faculty of Arts and Social Sciences**

Department of Accounting  
Department of Business Administration  
Department of Economics  
Department of English  
Department of History  
Department of Library Science  
Department of Political Science  
Department of Public Administration  
Department of Religious Studies  
Department of Sociology

#### **5. Faculty of Education**

Department of Educational Foundation  
Department of Science Education  
Department of Arts and Social Science Education

## **6. Faculty of Science**

Department of Biological Science  
Department of Botany  
Department of Bio-Chemistry  
Department of Chemistry  
Department of Computer Science  
Department of Geography  
Department of Geology  
Department of Mathematics  
Department of Microbiology  
Department of Physics  
Department of Science Laboratory Technology  
Department of Zoology

## **7. Faculty of Pharmaceutical Sciences**

Department of Pharmaceutical and Medicinal Chemistry  
Department of Pharmacology and Therapeutics  
Department of Pharmaceutics and Pharmaceutical Technology  
Department of Pharmaceutical Microbiology and Biotechnology  
Department of Pharmacognosy and Drug Development  
Department of Clinical Pharmacy and Pharmacy Practice

## **8. Faculty of Law**

Department of Public Law  
Department of Islamic Law



## **1. ACADEMIC SECTION**

### **1.1 Admission Requirements**

Gombe State University currently runs over fifty undergraduate programs in five Faculties (Faculty of Science, Arts and Social Sciences, Education, Pharmaceutical Sciences and Law) and College of Medical Sciences.

The General/Minimum Requirements for admission into the Faculties are five credits in relevant subjects with credit in English Language and Mathematics at SSCE/NECO level. In addition, candidates offered admission should fulfil the minimum entry requirements stated below against the Faculties and College into which they are admitted. The entry requirements should be obtained in not more than two sittings.

All candidates should present originals and submit 2 photocopies of their certificates or result slips at the point of registration. Similarly, birth certificates, declarations of age, state of origin and Local Government indigene certificate are to be submitted at the same time.

#### **1. 1. 1 FACULTY OF ARTS AND SOCIAL SCIENCES SOCIAL SCIENCES:**

##### **A. UTME Entry Mode:**

Candidates for admission into the four years degree programme in the Social Science in Nigeria should possess a Senior Secondary School Certificate or General Certificate of Education of West African Examination Council (WAEC) or National Examination Council (SSCE-WAEC/NECO) or their equivalent with at least five credit passes in relevant subjects including Mathematics and English Language at not more than two sitting.

##### **B. Direct Entry:**

Candidates for Direct Entry admission shall possess five credit passes in the Senior Secondary School Certificate, General Certificate of Education, National Examination Council or their equivalent including English and Mathematics of which at least two shall be at the Advanced level or four credit passes of which at least three shall be at the Advanced level provided that such passes are not counted at both levels of the Examinations. In some cases, holders of diploma certificate in disciplines related to courses of study desired in the Social Sciences are accepted.

**1. BSc. (Hons) Accounting**

**A. UTME:**

**B. Direct Entry:**

Two (b) 'A' Level passes 'O' Level Mathematics including Economics Credit passes and Economics including English.

**2. B. Sc. (Hons) Business Administration**

**A.UTME:**

The minimum academic requirement is credit level passes in five subjects at O level in nationally recognised examination including English Language, Mathematics and Economics at not more than two sittings. For applicants in the Actuarial Science, a credit level pass in Further Mathematics will be an added advantage;

**B. Direct Entry:**

In addition to O'Level requirements stipulated above, applicants should possess at least two A'Level papers in relevant subjects. For those who wish to read Actuarial Science, Mathematics must be passed at Advanced Level.

OND in relevant discipline with at least upper credit grade in addition to the five credit passes as in 1.3.2(a) above.

HND in relevant discipline with at least upper credit in addition to five credit passes as in 1.3.2(a) above.

**3. B.Sc. (Hons) Economics**

**A. UTME:**

Including English Language, Mathematics and Economics.

**B. Direct Entry:**

Two 'A' Level passes in Economics and any one of Mathematics, Statistics, Geography, Physics, Chemistry, Agric. Science, Accounting, Business Management, History and Government, or NCE at Lower Credit in any relevant arts subjects.

**4. BA. (Hons.) English**

**A. UTME:**

Five (5) credit level pass in the SSCE/NECO/GCE (O/L) Examination in relevant subjects including English Language, Literature in English, Mathematics for the 4 years (8 Semester) programme.

**B. Direct Entry:**

A minimum of 2 GCE (Advance level) passes in Arts subjects one of which must be English and Level requirement of credit pass in English Language, Literature in English and Mathematics for the 3-years (6 consecutively-run Semester) programme.

**5. BA. (Hons) History**

**A. UTME:**

The admission requirements are basically the same as general faculty requirements. Credits in History, English Language and Mathematics at Senior Secondary School Certificate level or equivalents are required. The degree programme has a 4-year (8 Semester) duration for UTME applicants and lasts 3-years (6 Semesters) for Direct Entry applicants.

**B. Direct Entry:**

**6. BA. (Hons) Christian/Islamic Religious Studies**

**A. UTME:**

Five 'O' level credit passes to include Christian/Islamic Religious and English Lang

**B. Direct Entry:**

Two 'A' Level passes to include Christian/Islamic Studies; or NCE in CRS/IRS.

**7. B. Sc. (Hons) Political Science**

**A. UTME:**

Candidates for admission into the four year degree programme should possess a Senior Secondary School certificate or general certificate of education NECO or their equivalents with at least five credit passes obtained in not more than two sittings or which three must be Government or History plus English Language and Mathematics.

**B. Direct Entry:**

Candidates for direct entry into the degree programme in Political Science should possess five credit passes in the Genera I Certificate of Education NECO, Senior Secondary School Certificate or their equivalents. Three or which shall include Government or History. English Language and Mathematics. In addition. Candidates must possess credit passes in three relevant subjects at the advanced level in the General Certificate of Education or its equivalent.

**8. B. Sc. (Hons) Public Administration**

**A. UTME:**

Five 'O' Level Credit passes in English, Mathematics, Economics Government or History, and any other relevant subjects.

**B. Direct Entry:**

Two 'A' Level passes including Economics, Government or History NCE at lower credit in any relevant subject.

**9. B.Sc. (Hons) Sociology**

**A. UTME:**

Candidates who wish to study Sociology must have obtained credit passes in Mathematics and English Language plus credit pass in either Economics, Geography or Government and other two subjects at the SSCE, NECO, GCE or their equivalent not more than two sitting. An acceptable UTME score is required.

**B. Direct Entry:**

Candidates for Direct Entry admission shall possess five credit passes In the SSCE. NECO, GCE or equivalents or which at least two shall be at advanced level, or, four units' passes or which at least three shall be at advanced.

**1.1. 2. FACULTY OF EDUCATION**

**A. Basic Admission Requirements and Expected Duration of the Programmes** Candidates are admitted into the degree programmes in any of the following ways:

1. The University Tertiary Matriculation Examination (UTME)

2. Direct Entry

**B. TME Entry Mode**

**B. UTME:** In addition to acceptable passes in UTME, candidates must obtain at credit level passes in the Senior Secondary School Certificate (SSCE) final year examination or West African School Certificate (WASC)/GCE, NECO, NABTEB 'O' Level in five subjects including Mathematics and English Language. Candidates studying sciences and arts subjects must obtain credit level passes in those subjects.

**C. Direct Entry Mode**

Any one of the following qualifications is admissible for the three (3) year Education degree programmes. In addition, the candidate must possess five credit level passes in five subjects at Senior Secondary School Certificate Examination (SSCE) of West African Examination Council (WAEC), NECO, or NABTEB 'O' Level which must include Mathematics, English Language and three other relevant subjects. For direct entry, candidates must have:

- i) A pass at merit level in a relevant Diploma Programme (provided the O/L requirements are satisfied).
- ii) Two (2) passes in relevant subject areas at Advanced level
- iii) Passes in two (2) major subjects in relevant areas in the NCE.
- iv) Two (2) passes at the IJMB (Interim Joint Matriculation Board) examination or Cambridge Moderated Schools of Basic Studies Terminal Examinations or International Baccalaureate from a recognized institution.
- v) For B.Ed (Technology) Programme: holders of NCE, City and Guilds as well as OND and NBCINTC Certificates, may be admitted.

### **1. B.Sc. (Ed.) (Hons) Biology**

#### **A. UTME:**

Five 'O' level credits pass in English Language, Biology, Chemistry, Mathematics and one other subject.

#### **B. Direct Entry:**

Two 'A' level passes in Biology and any other relevant subject Or NCE at lower credit in relevant subject.

### **2. B.Sc. (Ed.) (Hons) Chemistry**

#### **A. UTME:**

English Five 'O' level credits in Mathematics, Chemistry, Language and two of Physics, Biology and Agric. Science.

#### **B. Direct Entry:**

Two 'A' Level Passes in Chemistry and one other Science subject, Or NCE at credit level in relevant subject.

### **3. BA. (Ed.) (Hons) Christian Religious Studies**

#### **A. UTME:**

Five 'O' Level Credits pass in CRS, English Language and three other relevant subjects.

#### **B. Direct Entry:**

Two 'A' level passes to include Christian Religious Studies, or NCE at lower credit in two relevant subjects.

### **4. BA. (Ed.) (Hons) English**

#### **A. UTME:**

Five 'O' level credit passes to include English Language and Literature in English.

#### **B. Direct Entry:**

Two 'A' level passes to include Literature in English and one other Art subject. Or NCE at Credit level in any relevant subject.

**5. B.Sc. (Ed.) (Hons) Geography**

**A. UTME:**

Five-'O' level credits pass to include Geography, English Language and Mathematics.

**B. Direct Entry:**

Subject Two 'A' level passes in Geography and any other relevant Or NCE at lower credit level in relevant subject.

**6. BA. (Ed.) (Hons) History**

**A. UTME:**

Five 'O' level credit passes to include History and English Language.

**B. Direct Entry:**

Two 'A' level passes in History and any other related subjects; or NCE at lower credit level in any relevant subject.

**7. BA.(Ed.) (Hons) Islamic Religious Studies**

**A. UTME:**

Five 'O' Level credit passes to include Islamic Religious and English Language.

**B. Direct Entry:**

Two 'A' level passes to include Islamic Studies subjects; or NCE at lower credit level in any relevant subject.

**8. B.Sc. (Ed) (Hons) Mathematics**

**A. UTME:**

Five 'O' Level credit passes to include English Language, Mathematics plus one other science subject.

**B. Direct Entry:**

Two 'A' level in Mathematics and any other relevant subject Or NCE at lower credit level in relevant subject.

**9. B.Sc. (Ed) (Hons) Physics**

**A. UTME:**

Five 'O' Level Credit passes to KLP, Include English Language, Physics, Chemistry and Mathematics.

**B. Direct Entry:**

Two 'A' level passes in Physics and any one of Mathematics Chemistry; or NCE at lower credit in relevant subject.

**10. B.Sc. (Ed) (Hons) Computer Science**

**A. UTME:**

Five 'O' level credits pass in Mathematics, Physics, Chemistry, Biology and English language.

**B. Direct Entry:**

Two 'A' level passes in Mathematics and Physics and any other relevant subject. Or: NCE at lower credit in relevant subject.

**11. B.Sc. (Ed) (Hons) Economics**

**A. UTME:**

Including English Language, Mathematics and Economics.

**B. Direct Entry:**

Two 'A' Level passes in Economics and any one of Mathematics, Statistics, Geography, Physics, Chemistry, Agric. Science, Accounting, Business Management, History and Government, or NCE at Lower Credit in any relevant arts subjects.

In addition to acceptable passes in UTME, candidates must obtain at credit level passes in the Senior Secondary School Certificate (SSCE) final year examination or West African School Certificate (WASC)/GCE, NECO, NABTEB 'O' Level in five subjects including Mathematics and English Language, Economics and two other subjects Two 'A' level passes in Economics and any other relevant subject. Or: NCE at lower credit in relevant subject.

**12. B.Sc. (Ed) (Hons) Political Science**

**A. UTME:**

In addition to acceptable passes in UTME, candidates must obtain at credit level passes in the Senior Secondary School Certificate (SSCE) final year examination or West African School Certificate (WASC)/GCE, NECO, NABTEB 'O' Level in five subjects in Government including Mathematics and English Language and two other relevant subjects.

**B. Direct Entry:**

Two (2) passes in Government and other or NCE at lower credit in relevant subject.

### **1. 1. 3. FACULTY OF SCIENCE**

#### **1. B.Sc. (Hons) Biological Sciences**

##### **A. UTME:**

The entry requirements shall be at least credit level passes in five Subjects consisting of English Language, Mathematics, Biology, Chemistry and Physics.

##### **B. Direct Entry:**

Candidates with two A level passes at the GCE/IJMB Advanced Level in relevant subjects (Biology, Botany, Chemistry, Mathematics and Physics) may be admitted into 200- Level. This is in addition to fulfilling the requirement of a minimum of credit level passes in five relevant subjects at SSCE or WASCE/GCE 'O' Level as indicated above.

#### **2. B. Sc. (Hons) Zoology:**

##### **A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Biology and Chemistry to form the core subjects with credit in one other relevant science subject (preferably Physics) at the Senior Secondary School Certificate Examination or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) is required for admission into 100-Level

##### **B. Direct Entry:**

Candidates with two A level passes (graded A-E) at GCE Advanced Level or its equivalent in relevant subjects (Biology, Zoology, Botany, Chemistry, Mathematics and Physics) may be admitted into 200-Level.

#### **3. B. Sc. (Hons) Botany:**

##### **A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Biology and Chemistry to form the core subjects with credit in one other relevant science subject (preferably Physics) at the senior Secondary School Certificate Examination or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) is required for admission into 100-Level.



**B. Direct Entry:**

Candidates with two A level passes (graded A-E) at GCE Advanced Level or its equivalent in relevant subjects (Biology, Zoology, Botany, Chemistry, Mathematics and Physics) may be admitted into 200-Level.

**4. B.Sc. (Hons) Biochemistry**

**A. UTME:**

The entry requirements shall be at least credit level passes in five Subjects consisting of English Language, Mathematics, Biology, Chemistry and Physics.

**B. Direct Entry:**

Candidates with two A level passes at the GCE/IJMB Advanced Level in relevant subjects (Biology, Botany, Chemistry, Mathematics and Physics) may be admitted into 200- Level. This is in addition to fulfilling the requirement of a minimum of credit level passes in five relevant subjects at SSCE or W ASCE/GCE '0' Level as indicated above.

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**5. B. Sc. (Hons) Microbiology:**

**A. UTME:**

The entry requirements shall be at least credit level passes in five Subjects consisting of English Language, Mathematics, Biology, Chemistry and Physics.

**B. Direct Entry:**

Candidates with two A level passes at the GCE/IJMB Advanced Level in relevant subjects (Biology, Botany, Chemistry, Mathematics and Physics) may be admitted into 200- Level. This is in addition to fulfilling the requirement of a minimum of credit level passes in five relevant subjects at SSCE or W ASCE/GCE '0' Level as indicated above.

**6. B.Sc. (Hons) Chemistry**

**A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Chemistry, Physics and any other relevant science subject at the Senior Secondary School Certificate or its equivalent. In addition, an acceptable pass in the UTME examination with the appropriate combination of subjects is required.

**B. Direct Entry:**

Candidates with at least two A level passes (graded A-E) at the GCE Advanced Level in relevant subjects may be admitted into 200-level.

**7. B.Sc. (Hons) Computer Science**

**A. UTME:**

Five 'O' Language, level credit passes to include English Mathematics, Physics, plus two other Science subjects.

**B. Direct Entry:**

Two 'A' level passes in Science Subjects including Mathematics; Science.

**8. B.Sc. (Hons) Geography**

**A. UTME:**

Candidate should possess a Senior Secondary School Certificate, General Certificate of Education, NECO or their equivalents with at least five credit passes, at not more than two sittings including Mathematics, English and Geography. In addition, candidates must have acceptable passes in UTME.

**B. Direct Entry:**

Candidates for Direct entry admission shall possess five Credits in GCE, SSCE, NECO, or their equivalents, or which at least two shall be at Advanced Level, provided that such passes are not counted at both levels of the examination. For emphasis, credit passes in English Language, Mathematic-, and Geography are required.

**10. B.Sc. (Hons) Geology**

**A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Physics and Chemistry to form the core subjects with additional credit in any other one relevant science subject, at the Senior Secondary School Certificate or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) is required for admission into 100 level for a four-year degree programme.

**B. Direct Entry:**

Candidates who fulfil the requirements above and who have obtained at least two A level passes at the GCE Advanced Level in two relevant subjects (Chemistry, Mathematics or /Physics) may be admitted into 200 level to undertake the three - year degree programme.

## **11. B.Sc. (Hons) Mathematics**

### **A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Physics are core subjects with credit in any other two relevant science subjects at the Senior Secondary School Certificate or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME), with appropriate subject combination is required for admission into 100 Level.

### **B. Direct Entry:**

Candidates with two A level passes (graded A-E) at the GCE/IJMB Advanced Level in relevant subjects (Mathematics, Further Mathematics .Physics and Chemistry) may be admitted into 200-level.

## **12. B.Sc. (Hons) Physics**

### **A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Physics and Chemistry to form the core subjects with credit in one other relevant science subject at the Senior Secondary School Certificate or its equivalent.

### **B. Direct Entry:**

In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) is required for admission into Candidates with two passes (graded A-E) at the GCE/IJMB Advanced Level in two relevant subjects (Biology, Botany, Chemistry, Geography, Mathematics and Physics) may be admitted into 200-level.

## **13. B.Sc. (Hons) Statistics**

### **A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics and Physics to form the core subjects and any other two relevant science subjects at the Senior Secondary School Certificate or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) with the appropriate subject combination is required for admission into 100- Level.

**B. Direct Entry:**

Candidates with at least two A level passes (graded A-E) at the GCE/IJMB Advanced Level in relevant subjects (Mathematics, Physics and Further-Mathematics) may be admitted into 200- Level.

**14. B.Sc. (Hons.) Science Laboratory Technology**

**A. UTME:**

The entry requirements shall be at least credit level passes in five subjects including English Language, Mathematics, Biology, Chemistry and Physics to form the core subjects with credit in one other relevant science subject at the Senior Secondary School Certificate or its equivalent. In addition, an acceptable pass in the Unified Tertiary Matriculation Examination (UTME) is required for admission into 100-level

**B. Direct Entry:**

Candidates with two passes (graded A-E) at the GCE/IJMB Advanced Level in two relevant subjects (Biology, Botany, Chemistry, Geography, Mathematics and Physics) may be admitted into 200-level. Diploma of Science Laboratory Technology Merit/Credit Level.

**1.1.4. COLLEGE OF MEDICAL SCIENCES**

**1. MBBS:**

**A. UTME:**

Five 'O' level credits in Mathematics, English Language, Biology, Chemistry and Physics

**B. Direct Entry:**

Advanced level (A level) passes, at credit level with minimum of 12 points in three subjects: Biology, Chemistry and Physics in addition to O' Level requirement as stated above.

- a. Bachelor of Sciences degree with a second upper and above in the medical and other allied health sciences in addition to O 'Level requirement as stated above.
- b. Qualification equivalent of (a) and (b) above such as London GCE O/Level and A/level, Interim Joint Matriculation Board Examination (IJMB).

## **2. B. Sc. Human Anatomy**

### **A. UTME:**

Five 'O' level credits in Mathematics, English Language, Biology, Chemistry, and Physics.

### **B. Direct Entry:**

Advanced level (A level) passes, at credit level with minimum of 10 points in three subjects: Biology, Chemistry and Physics in addition to O' Level requirement as stated above.

## **3. B. Sc. Human Physiology**

### **A. UTME:**

Five 'O' level credits in Mathematics, English Language, Biology, Chemistry, and Physics.

### **C. Direct Entry:**

Advanced level (A level) passes, at credit level with minimum of 10 points in three subjects: Biology, Chemistry and Physics in addition to O' Level requirement as stated above.

## **1.1.5. FACULTY OF PHARMACEUTICAL SCIENCES**

### **B. Sc. Pharm/D Pharm.**

#### **A. UTME:**

Five 'O' level credits in Mathematics, English Language, Biology, Chemistry, and Physics

#### **B. DIRECT ENTRY:**

Advanced level (A level) passes, at credit level with minimum of 12 points in three subjects: Biology, Chemistry and Physics in addition to 'O' Level requirement as stated above.

## **1.1.6. FACULTY OF LAW**

### **Admission Requirements**

The entry requirements shall be through any of the three under-listed options:

#### **A. UTME Mode:**

The minimum academic requirement is credit level passes in five (5) subjects at O'Level in nationally recognised examination, including English Language and Literature in English obtained at not more than two sittings; such a candidate must in addition have an acceptable pass in the UTME.

## **B. Direct Entry:**

- i. A two- or three - year Diploma certificate plus credit passes in five (5) papers, including English Language and Literature in English at the Senior Secondary School Certificate examination or General Certificate of Education 'Ordinary' Level or their equivalent; or
- ii. Three (3) papers passed at principal or Advanced Level in Higher School Certificate in addition to 'O' Level requirement as stated above.
- iii. Two (2) papers at Principal or Advanced Level in HSC or GCE in addition to 'O' Level requirement as stated above.

## **1.2 COURSES AND DURATION OF STUDY PROGRAMMES FOR BACHELOR'S DEGREE**

### **1. 2.1. Coding and Numbering of Courses**

All degree courses shall have letter and number codes beginning with four letters signifying a Department or subject, followed by a three-digit number in one of the following ranges:

- Level 100 Courses:        100    -    199
- Level 200 Courses:        200    -    299
- Level 300 Courses:        300    -    399
- Level 400 Courses:        400    -    499
- Level 500 courses        500    -    599
- Level 600 courses        600    -    699

The third digit in the number code shall be:

- Zero (0), for a course that is offered in both Semesters;
- Odd (1, 3, 5, 7 or 9) for a course offered in the first Semester;
- Even (2, 4, 6, or 8) for a course offered in the second Semester

### **1. 2. 2. Duration of Study Programmes**

- (a) Full time the maximum period for the completion of a four-year full time shall be six-years, five-year full time shall be eight and six-year is nine years. degree
- (b) Part-time the maximum period for the completion of a six-year part time shall be degree twelve years, for five years shall be fifteen, while for eighteen years it shall be eighteen years.

### **1. 2. 3. Study Programme for Bachelors' Degree**

The Total Study Programme (TSP) for a Bachelor's degree shall comprise:

- a. General University Requirements
- b. Faculty Requirements (where applicable)
- c. Core Courses i.e. Major Departmental requirements
- d. Prescribed Electives (to be defined by Departments)
- e. Free Electives i.e. of student's own choice, subject to approval of his/her Head of Department.

## **3. REGISTRATION, MATRICULATION AND ORIENTATION**

### **1. 3. 1. Registration Process**

i. Registration of students offered provisional Admission into the university if not done electronically, will be conducted in a central location. The Registration process commences with an interview /screening. Only those candidates, who are cleared by the Interviewing Panel as indicated by a stamp and signature of the Academic Secretary, may proceed to the next stage of the registration.

NO STUDENT WILL BE REGISTERED IN TWO PROGRAMS CONCURRENTLY.

ai. At the venue of the central registration, each Faculty has a stand and the Dean of the Faculty and the Registration Officer from the Academic Office will check and ensure that the student is on the admission list before issuing such a student with the University Registration Forms to complete. The originals of the following documents are to be presented by candidate at this point:

- a. Admission letter and interview clearance slip;
- b. Academic certificates (SSCE, 'O' Level, 'A' Level, UME Scores and JAMB admission letter etc.) to confirm that the student fulfils/meets the University, Faculty and Departmental entry and registration requirements.
- c. Student's names should correspond with the ones on all the certificates except where proof of evidence of change of name is presented.
- d. Local Government Area of origin declaration.

iii. If satisfied with the candidates qualifications and the credentials, the Dean and the Admission Officer will sign his/her Registration Form. The student then proceeds to the Student Affairs Division for hostel and room allocation if available or information on off campus and payment of all

fees. Payments will only be accepted from students on the presentation of duly completed and signed registration forms and admission letters.

**Note that all new students must complete, sign and return their matriculation oath before they are considered to have fully registered.**

- i. University identity card may then be issued to the 'bona fide' Student of Gombe State University by the Security Office on the presentation of cash office's carbonized receipt clearly marked "G.S.U. Admission Only".
- ii. Candidates shall have up to 3 weeks (21 days), or as may be announced by the Registrar, from the commencement of the Semester within which to ADD or DROP courses. After 21 days of the Semester, Departments shall publish for verification by students, lists of registered candidates for all the courses offered by the Departments. The lists of registered candidates shall be forwarded to the Academic Office before the end of the sixth week of the Semester. These lists shall be deemed as constituting final registration for end of Semester examinations. This means that by the end of the sixth week, students whose names do not appear in any course list shall not be allowed into the end-of-Semester examination for that particular course. Similarly, students who are duly registered for a course but who fail to take the end-of-Semester examination for that course shall be deemed to have absented themselves from the examination of that particular course, for which grade "F" shall be awarded.

### **1. 3. 2 Change of Name**

Please note that students should register with the:

- i. Names by which they were admitted. The university does not normally approve change of names but if a student wishes to change all or part of his/her name, a sworn affidavit and appropriate Newspaper cutting must support such an application before any approval could be obtained from the Registrar.
- ii. Any approved change of name should accordingly be communicated to the Students' Affairs Division, the relevant Departments and Faculties. Complete change of names in the year of graduation is not allowed.

### **3. 3 Orientation**

- i. An Orientation programme is organized to get new students acquainted with their environment and university life generally. Fresh students on there should report at the central registration point.
- ai. During the week of orientation, all fresh students are arranged into groups and introduced to the various units of the University.



### **1.3.4 Matriculation**

- i. All students entering the university for the first time to undergo the first year (either at 100 or 200 levels) of their degree courses are required to matriculate at a formal ceremony, presided over by the Vice-Chancellor. The Dean of each Faculty will present students from his/her Faculty for Matriculation, whilst the Registrar reads out the Matriculation Oath for students to repeat after him.
- ai. **Matriculation Oath**  
All bonafide students of the university must fill, sign and return their Matriculation Oath form, to be provided at the Matriculation Ceremony.

## **1.4 EXAMINATIONS**

### **1.4.1 Definition of Terms**

- i. **Examination**  
Any examination required by the University Senate in a programme of studies to which these regulations apply.
- ii. **Semester**  
This refers to one-half of an academic year as determined by the University Senate.
- iii. **Session**  
This consists two semesters otherwise referred to as an academic year as determined by the University Senate.
- iv. **Course Unit**  
One of the units of teaching into which a subject area (e.g. Mathematics, History, English etc.), is broken. It is an examinable unit of a subject area for, which students earn credit (s), if passed. Each course unit normally spans one semester.
- v. **Credit Unit**  
This is a measure of workload, which describes the total hours of students of are staff contact in a course unit e.g.
  - a. One credit represents fifteen hours of lecture/tutorial or 45 hours of practical.
  - b. Two credits represent thirty hours of lecture/tutorial or ninety hours of practical work per semester.
  - c. Three credits represent forty-five hours of lecture/tutorial or 135 hours practical work per semester.

d. There are courses that are purely theoretical or practical while some others a combination of both.

All students offering an approved course of study are expected to in all continuous assessment activities as partial requirement of marks for CA ranges from 30-40%. Participate. The percentage

**vii. Grade Point (GP)**

The ranking assigned to the actual percentage raw score for a given course unit.

Example:

A = 5

B = 4

C = 3

D = 2

E = 1

**viii. Grade Point Average (GPA)**

The average of the weighted grade points earned in the course units taken during a semester. The GPA is obtained by multiplying the GP attained in each course unit by the number of the credit units assigned to the course unit, summing these up then dividing by the total number of credit units taken in the semester.

**ix. Cumulative Grade Point Average (CGPA)**

This is the up-to-date average of grade points earned by the students in a programme of any study. It is an indication of the students overall performance at any point in the programme of study. This is obtained by totalling the grade points multiplied by the respective credit unit for all semester to-date and dividing by the number of credits units completed.

**x. Probation**

This is a status granted to a student whose academic performance as measured by the CGPA falls below 1.00 at the end of one Semester for classified degrees. (effective from 2021/2022 academic session).

**xi. Withdrawal**

a. A student who absents himself/herself for two consecutive Semesters without any good reason is deemed to have withdrawn from the university.

- b. A student who is unable to complete his/her study programme within the maximum period allowed shall lose all credits accumulated and his/her studentship will be cancelled.
- c. A student whose cumulative grade point average is below 1.00 for classified degrees for two consecutive semesters shall be asked to withdraw from the degree programme to which he/she was admitted.

**xii. Carry Over:**

A student, who for any reason, is unable to write and /or pass a prescribed examination(s), is required to carry over the course or courses in question. The student carrying over must fulfil all the academic conditions expected of each and every student offering the course(s). However, the university reserves the right to determine the maximum carry over courses allowed for each semester by each and every student.

**Xiii. Absenteeism**

A student, who absents himself/herself from the university for upwards of six weeks without a written official permission, should normally be deemed to have withdrawn from the university.

**1. 4. 2 Deferment or Interruption of Study**

A student who for a good cause is unable to participate in normal academic activities is free to seek to defer studies upon a written application to the Senate through the Faculty Board,

- A student may interrupt his/her study programme for two continuous semesters only, provided that the maximum period allowable for the completion of the programme is not exceeded.
- A student who wishes to interrupt his/her study programme shall apply in advance to his/her Dean of faculty, through the Head of Department, stating reasons why he/she wants to interrupt his/her study programme, and permission duly granted before he/she leaves the University. The Dean, in giving approval, may consult with the Dean Students Affairs and the Academic Department where necessary.
- At the express permission of the Vice-Chancellor, a student may be permitted to interrupt his/her studies by two additional semesters, but not exceeding four semesters overall.

- A student who interrupts his/her studies for more than four continuous semesters shall be deemed to have lost any accumulated credit. Consequently his/her studentship shall be canceled.
- Where the ground for interruption of studies is medical, the Director of University Health services shall be required to advise the Registrar on the propriety and length of period of interruption. The Registrar shall cause the Director of University Health to investigate any medical report reaching his/her office from any health delivery facility outside the University Hospital and advise accordingly.
- Any student who does not go through the approved 'procedures before interrupting his/her studies shall be deemed to have abandoned his/her studentship. Subsequently, the Registrar shall cause the name of such a student to be removed from the student roll.
- Before a student apply for deferment, he/she must have registered for the academic session in which the request is made.

#### **1. 4. 3 Internal Examiners**

- i For each course, there shall be a panel of examiners, which shall consist of not less than two internal examiners. The Head of Department shall be designated the Chief Examiner. A part time lecturer may be appointed an Examiner based on a special case made by the Head of the Department concerned. The internal examiners, for all courses in each semester, shall be appointed by Senate on the recommendation of the Head of Department and the Faculty Board concerned. They shall be eligible for reappointment.
- ii The panel shall set the questions and mark the examination answer scripts. They shall also jointly sign the examination results
- iii Each Faculty shall set up a Board of Examiners consisting the Dean of the Faculty, all the members of the panel of examiners in the Faculty and the External Examiners (where applicable).
- iv Each Department shall set up a board of examiners, consisting the Head of Department, all the members of the panel of examiners in the department and the external examiners (where applicable).

- v The Board of Examiners, having received and considered reports of the panels of examiners, shall advise Senate through the Faculty Board, on the results of the examinations in the Faculty and matters arising from there from.

#### **1. 4. 4 Handling of Question Papers**

- i. Question papers for examination shall be set the same time. All question papers shall be signed by the Chief Examiner, at least one of the University Examiners concerned and where there is External Examiner, by the External Examiner as well. In the case of final year question papers, questions shall be moderated by the chief examiner, an external examiner and at least one internal examiner.
- ii. Signed question papers shall be delivered by hand by the Chief Examiner in the subject to the Faculty, not later than 30 days before the schedule of the examination.
- iii. Examiners shall make available to the Faculty Examination coordinator exact sources of any copyrighted materials used in the question papers set by them.
  - (a) The question papers must be written legibly or typed personally by the examiner himself.
  - (b) The course number and titles of papers in each subject must conform to the numbers and titles in the university handbook
- iv. The Chief Examiner in each subject shall be responsible for the correctness of the question papers. All corrected proofs must be signed by the Chief Examiner or one of the university Examiners.
- v. Maps, drawings, photographs, sketches and any other material needed for reproduction in question papers must be sent in a form that can be produced without modification must be submitted along with the question papers.
- vi. Examiners are required to preserve strictly the secrecy of question papers at all stages until after the examination. The contents of question papers must not be disclosed to any person other than fellow examiners in the same subject or an official of the university specially appointed to deal with question papers.

#### **1.4.5 External Examiners**

- i. Early in each session, Senate shall, on the recommendation of the Department Faculty Board concerned appoint at least one External

Examiner for each programme (courses) taken in the final year of a degree, diploma or certificate. In the case of the College of Medical Sciences, External Examiners shall be required to moderate all Professional M.B.B.S Examinations.

- ii. External examiners shall be appointed annually and shall serve for not more than two consecutive years.
- iii. Except in a case which, in the opinion of the Senate, represents an emergency, no person who is employed by the university or is a member of a Faculty Board or of the university Council shall be an External Examiner, nor shall any person who previously taught in the university be an External Examiner if any student whom he taught is a candidate in the examination concerned.
- iv. An external examiner shall normally be a professor or in any case not below the rank of a senior lecturer or its equivalent in another university of high repute.
- v. The external examiner shall be paid such remunerations for services as may be determined from time to time by the university.

#### **1.4.6 The Duties of Examiners shall be as follow:**

- i To participate in the evaluation of all courses examined in the final year of a degree, Diploma or Certificate programme.
- ii To satisfy themselves as to the appropriateness of the question papers, having regard to the approved course contents and the level of the examination.
- iii To mark or to revise the marking of scripts of candidates in consultation with Chief Examiner of the courses;
- vi To assess practical or oral examinations, where applicable as they may themselves determine in consultation with the Chief Examiner of the courses;
- v. To participate in the proceedings of the meeting of the Departmental Board of Examiners and in the determination of results and to adjudicate in cases of disagreement among university examiners in consultation with the chief examiner;  
To submit to the Vice-Chancellor and to the Chief Examiner concerned, and when he/she thinks it appropriate to the Faculty Board and Senate, a confidential report on the following matters:
  - a. The standard of the examinations;
  - b. The standard of the marking by the internal Examiners;
  - c. The standard of project or course work when examined;
  - d. The pass list and any honours classification;

- e. A critical appraisal of the conduct of the examination, with suggestions for improvement of future occasions; and any other matters that call for comments

#### **1. 4. 7 Conducts of Examinations: Instructions to Candidates**

- i. Examinations are normally held at the end of each Semester. Students are required to collect their examination cards from the Academic Office through the office of the Dean in each faculty, just prior to the commencement of the examinations. The card shall show the candidates' name, registration number, courses registered, instructions and procedure in the examination venue.
- ii. It shall be the responsibility of each candidate to make sure that he/she is registered for the appropriate examinations and should obtain examination cards, at least two weeks before the examination.
- iii. A candidate for a University Examination must have followed the approved course and continuous assessment as a regular student over the required period.
- iv. A candidate shall not be admitted to a University Examination if:
  - a. He/she has not been registered for it.
  - b. The subject of the examination has merely been audited unless the course had been followed previously.
  - c. He/she owes fees to the university.
  - d. He/she is under suspension or has been dismissed from the university,
  - e. She/he fails to have 75% record of lecture attendance.
- vi. It shall be the duty of the candidate to consult the daily timetable to ascertain the papers to be written each day and to make him/her available at the appointed place and time.
- vi. Candidates should report to the appropriate venue for their examinations and wait until they are told to go in.
- vii. A candidate shall be at the vicinity at least thirty minutes before the advertised time of the examination.
- viii. A candidate is required to supply his/her own pens, pencils, rulers, erasers and any materials, which are permitted for the examination.

- ix. A candidate may be admitted up to thirty minutes after the start of an examination, but he/she shall not be allowed extra time.
- x. If a candidate arrives later than thirty minutes after the start of the examination, the chief invigilator may, at his/her discretion admit if satisfied that the candidate had good reason for the lateness, provided no candidate for the same examination has left before the time. The invigilator shall inform the circumstances to the Faculty Examination Officer who shall inform the Board of Examiners, which shall decide whether or not to accept the candidate's paper.
- xi. A candidate is not allowed to write on the question paper, not even his/her name.
- xii. Until the time when candidates are allowed to leave the examination room, no copy of any question paper shall be removed from the examination room without the consent of the Chief Invigilator.
- xiii. A candidate may be permitted by the Invigilator to leave the examination room during the course of an examination provided that:
  - a. No candidate shall normally be allowed to leave during the first hour and the last fifteen minutes of the examination.
  - b. A candidate must hand his/her script to the Invigilator before leaving the examination venue.
  - c. A candidate who leaves the examination room shall not be readmitted unless, throughout the period of his absence, he has been continually under supervision of an invigilator or an examination attendant.
- xiv. Each candidate shall complete an attendance slip, which shall be collected by the invigilator.
- xv. No candidate shall communicate with any other candidate or make any noise or cause disturbance during an examination. No book, paper, printed or written document or unauthorized aid may be taken into an examination room by any candidate, except as may be directed by the examiner and examination officer.
- xvi. A candidate must not directly or indirectly give assistance to any other candidate or permit any other candidate to copy from or use his papers.



- xvi. A candidate is required to deposit any handbag, cellular/mobile phones, jotters or any prohibited materials at the chief invigilator's desk, before the start of an examination.
- xvii. If any candidate is found to be or is suspected of infringing the provision of these regulations or in any way cheating or disturbing the conduct of the examination, the invigilator shall submit a report immediately on the prescribed form for "examination irregularity misconduct".
- xix. A candidate shall write his/her examination number, in the spaces provided and on the cover of every answer book and every separate sheet of paper used during the examination. No request of extra sheet will be entertained unless his/her paper is confirmed to be exhausted.
- xx. The use of scrap paper is not permitted. All rough work must be done in the answer book and crossed neatly through, or in supplementary answer books, which must be submitted, to the invigilator.
- xxi. Except for the printed question paper, a candidate may not remove from the examination room or mutilate any paper or other materials supplied.
- xxii. When leaving the examination room, a candidate shall not leave his written work on the desk. He / She shall hand it over to an invigilator.  
**Candidates are responsible for the proper submission of their written work to the invigilator.**
- xxiii. Smoking, drinking, chewing and eating in the examination hall is strictly prohibited.
- xxiv. Calculators are not allowed except where their use is authorized and specified by the examiner.
- xxv. A candidate is not allowed to enter an examination venue with any inscriptions on any part of the body e.g. Palm, arm, thigh etc if such inscriptions bear any relevance to the examination. If such a candidate is apprehended, he will be brought before the Examination Misconduct Committee.
- xxvi. Candidates shall not use other people to sit any University examination on their behalf. If such a candidate is apprehended, both the genuine candidate and his impersonator will be brought before the Examination Misconduct Committee.

- xxvii. Candidates wishing to do some revision before the commencement of examinations shall do so outside the examination venue.
- xxviii. Silence shall be observed in the examination venue. The only permissible way of attracting the attention of the invigilator is by a show of the hand.
- xxix. At the end of the time allocated, each candidate shall stop writing when instructed to do so and shall gather his/her scripts together in order for collection by the invigilator.

#### **1. 4. 8 Examination offenses**

- i If any candidate is suspected of cheating, receiving assistance or assisting other candidates or infringing any other examination regulation, a written report of the circumstances shall be submitted by the Chief Examiner to the Dean of Faculty concerned, who shall, if he deems it necessary, refer the matter to the Vice-Chancellor within 24 hours.
- ii Any candidate suspected shall be required to submit to the Chief Invigilator a written report immediately after the paper. Failure to make a report shall be regarded as an admission of the charge against him.
- iii Where the Dean has reason to believe that the nature of question or the content of any paper may have become known before the date and time of the examination to any persons other than the examiners of the paper, the Board of Examiners an official of the university authorized to handle the paper, he may 'order the suspension of the examination or the cancellation of the paper or the setting of new paper and shall report the matter to the Senate.
- iv If, in the opinion of an Invigilator, circumstances arise which render the examination unfair to any candidate, he must report the matter to the Dean within 24 hours after the examination.
- v Where a matter is reported to the Dean, he may take such action as he thinks fit. "He may direct that another examination be held, under the circumstances.

- vi Any candidate or member of the academic staff may complain to the Vice-Chancellor shall which that an examination has been improperly conducted. The Vice-Chancellor investigate the complaint and report the result of the investigation to Senate, shall takes such actions, as it may deem appropriate.
- vii Where the Vice-Chancellor is satisfied that any person has committed a breach of any of these Regulations, such a person shall be deemed to have committed an examination offence and the Vice-Chancellor may:
  - a. Authorize the Registrar to give public notice of the fact that such an offence has been committed by that person, or to give private notice to that person; or
  - b. Remove the name of the candidate from any pass list; or
  - c. Suspend the candidate from any University Examination for such period as may be determined; or
  - d. Order that the candidate be suspended from the university for Such period as may be determined; or
  - e. Act in all or any of these ways.
  - f. And report any action taken to the Senate
    - a) The use of Niqab in examination halls is prohibited. Any student that fails to remove it should not be allowed into the examination halls.
    - b) Any students caught mocking, embarrassing, insulting, disgracing, a member of staff/invigilator should be rusticated for two semesters.
    - c) Tampering with evidence of examination miss conduct by any student will attract rustication for two semesters.

#### **1.4.9 Examination Misconduct: Procedure for Investing alleged Examination Misconduct**

- i. At the discretion of the Chief Invigilator, a candidate may be required to leave the examination venue when his/her conduct is judged to be disturbing or likely to disturb the examination. The Chief Invigilator shall report immediately any such action to the Dean through the Faculty Examination Officer after the completion of the examination by the other candidates.

- ii. Any candidate suspected of any examination irregularity shall be required to sign and submit to the Chief Invigilator a written statement. Failure to make a written statement shall be regarded as an admission of the charge against such a candidate. The Chief Invigilator is to forward a report to the Dean through the Faculty Exam Officer, such reports together with the exhibits are to be sealed and kept in safe custody.
- iii. The **Faculty Board** shall set up a panel of not less than three academic staff to investigate the alleged misconduct and report these findings to the Faculty Board and Subsequently to Senate for the final decision.
- iv. The panel to be set up by the **Faculty Board** should be constituted before the commencement of the examination.
- v. The panel should conclude its assignment and report to the **Faculty Board** when the results of the same examination are being considered.
- vi. Any student involved in examination malpractice must make himself/herself available when needed.

#### 1. 4.10 Penalties for Examination Misconduct

- a. **Expulsion** : The following offences shall carry the punishment of expulsion:
  - i. Impersonation at Examinations. This may involve the exchange of examination numbers or names on answer sheets or the intentional use of Someone else's examination number.
  - ii. Introduction of relevant foreign materials and cheat notes into the Examination Venue.
  - iii. Exchange of relevant materials in the Examination Venue which may involve:
    - The exchange of question papers containing relevant jottings and materials;
    - Collaboration/copying from each other;
    - Exchange of answer scripts
  - iv. Theft/Removal of examination scripts or materials.
  - v. Mischief by fire to examination scripts or materials before, during and after examinations.
  - vi Copying from cheat notes, electronic devices etc.
  - vii. Consulting/abetting cheating. Registered / Running two academic programmes concurrently.

**b. Rustication for One Academic Year:**

The following offences shall carry the punishment of rustication for one session:

- i. Non-submission or incomplete submission of answer scripts;
- ii. Introduction of foreign materials to the examination venue;

**c. Written Warning:**

The following offences shall attract a written warning:

- i. Speaking conversation during examinations;
- ii. Writing on question papers or scraps of paper;

**1. 4. 11 Offences Involving Staff**

Any act or omission amounting to examination malpractice by a member of staff shall be referred to staff disciplinary committee for appropriate punishment.

**1. 4. 12. Absence from Examination**

- i. Candidates must present themselves at the University Examinations for which they have registered under the regulations. Candidates who fail to do so shall be deemed to have failed that examination. Misreading or clash of the timetable shall not be accepted as satisfactory explanation for absence;
- ii. Once a candidate has written his/her Registration Number on his/her answer script, the number so written should not be tampered with, for example, in the form of cancellation and rewriting.

**1. 4. 13 Examination Results**

- (i) The Dean of the Faculty or Faculty Board of Examiners shall receive Mark Sheets from Chairmen of Departmental Boards of Examiners and shall ensure that the Secretary to the Faculty or Senate collates all marks on Master Mark Sheets for the consideration of the Faculty or Faculty Board of Examiners (the number of students and not names should appear on the Master Mark Sheet). The Master Mark Sheets shall be signed by the Dean of the Faculty or Faculty Board and delivered to the Registrar. The signed Master Sheets shall be retained by the Registrar.
- (ii) The proceedings of Boards of Examiners and numerical marks awarded to any candidate for any question or any paper or examination are confidential and are in no circumstances to be

disclosed at any time to any candidate or to any other unauthorized person. However, course letter grades may be released to students after approval by the Senate. Then the course letter grades of the various courses as prepared and signed by both the examiner and the chief examiner may be released to students by posting such on departmental notice board.

(This will enable students to calculate their GPAs and CGPAs and be able to raise complaints for irregularities or mistakes on the compiled results when finally released).

- (iii) The results of the examination shall be laid before the Senate, in a form to be determined by the Senate.
- (iv) The results of university examinations may be published by the faculty board with the bold and clear inscription "subject to Senate Approval".

#### **1. 4. 14 Determination of Examination Results**

A candidate shall be deemed to have passed any university examination if he has at one and the same examination satisfied the Senate in all the requirements prescribed for the examination. A candidate who may be referred in any of these requirements shall be deemed to have passed that examination when he has fulfilled the reference requirements.

#### **1. 4. 15 Remarking of Semester Examination Scripts**

The university guarantees at all times that everything is done to ensure the fair grading of scripts. Complaints of unfair grading should be directed to the Head of Department in the first instance. However, the university policy on remarking of semester examination scripts is entirely discretionary. Each case is treated on its own merit.

#### **1. 4. 16 Statements of Result and Transcripts**

- a The Registrar shall forward the transcript of the academic records of any student of Gombe State University to any competent Authority. All requests by students for a transcript must be accompanied by the payment of a fee to be determined from time to time by University.
- b A transcript apart from bearing all relevant personal data about the student shall contain full information about all courses for which the student was registered and was examined throughout the period of study in the Gombe State University together with course titles, credit hours and grades obtained. The date of graduation and the final class of degree are also to be stated in the transcripts where applicable.

#### **1. 4. 17 Collection of Certificates**

- (a) Students wishing to collect their certificates are to present themselves to the Academic Secretary with the following:
  - 1. Original of the statement of result issued by the University;
  - 2. Identity card of the University used by the student,
  - 3. a copy of the clearance certificate duly signed by all the designated officers of the University.
- (b) Certificate(s) shall not be issued to other persons than the student

#### **1. 5 INTER/INTRA FACULTY AND INTER UNIVERSITY TRANSFERS**

The university usually approves transfers to candidates withdrawn from different programmes. These are candidates withdrawn for failure to meet the minimum CGPA.

##### **1. 5. 1 Intra/Inter Faculty Transfers**

- i. Transfer will only be considered and approved for 200 Level and below.
- ii. Inter-Faculty transfers from Science-based programmes to non-Science based programmes will not be approved. Similarly transfers from Arts-based programmes to non-Arts based programmes will not be approved.
- iii. Intra-Faculty transfers within the programmes in the relevant Faculty may be allowed if they meet the minimum requirements, subject to vacancies.
- iv. All candidates seeking transfer must have at least 1.50 CGPA at the level such as a student wishes to transfer from.

##### **1. 5. 2. Inter University Transfers**

- i. Candidates seeking transfer from other Universities must have successfully completed at least 100L of their programmes in another recognized University.
- ii. Candidates pursuing degree courses elsewhere could be considered as long as their programmes are comparable to those obtained in Gombe State University.
- iii. Inter University Transfers may not involve change of courses at the same time.

- iv. Foreign certificates will be subjected to careful assessments by comparing their syllabi with those obtained in Nigerian educational institutions.
- v. Candidates withdrawn on ground of misconduct or expelled from any other University will not be accepted for Inter - University transfer. For this purpose, an up-to-date list of all such students expelled from Nigerian Universities will be collected and kept.
- vi. Candidates must satisfy the initial entry/admission requirement, including that of English Language and/or Mathematics.
- vii. Applications from candidates with CGPA of less than 2.00 points will not be entertained.
- viii. Candidates must make arrangements to forward their transcripts in confidence to the Registrar before their applications are processed.
- ix. All applications will be transferred to respective Faculties for consideration and comments, subject to availability of vacancies and fulfilling entry requirement.
- x. Transfers to 100 Level will not be entertained.

### **1. 5. 3 Convocation**

Convocation ceremonies are held from time to time as approved by the Senate and Council of the University. It is:

- a. an occasion where graduates are conferred with certificates, diplomas, degrees, higher degrees and honorary degrees of the university having been found worthy in character and learning.
- b. Convocation is usually preceded by various events, which makes up the convocation week.

## **1. 6 REMEDIAL AND CERTIFICATE COURSES**

### **1. 6. 1 School of Basic and Remedial Studies**

“Remedial” means a distinction so designed by the senate, being at a level such that the admission requirements normally include at least 3 credit passes in relevant subjects in the senior secondary school certificate, or the ordinary level of the general certificate of education., or an equivalent approved by senate, and the duration of the remedial course is normally at least one academic year and meeting the UTME minimum cut off point.

#### **i. Remedial Studies Programme**

This category is for those candidates who cannot register into the-degree programme of any university due to deficiencies in the minimum entry requirements of 5 O/level credits. Such candidates will undergo a one-year intensive programme, which is intended to remedy their deficiencies. Successful candidates will be absorbed into



the relevant undergraduate programmes at the 100 level after passing the prescribed examinations.

**ii. The Purpose of the School**

The School of Basic and Remedial Studies is expected to groom the large number of secondary school leavers, most of whom spend the years drifting around the state, for admissions into the Gombe State University and other institutions of higher learning in the country. Much as it will improve the admission prospects of candidates, especially from the state, it will serve as a feeder school to the State University and consequently ensure uninterrupted movement of students from secondary schools to the University. The basic and remedial programmes will therefore entail intensive lectures, laboratory experiences and tutorial, thus culminating in test and examinations.

**iii. Admission Requirements**

For the Basic Studies, candidates must have five credits, which should include three in the subject combination, and credits in Mathematics and English. For the Remedial Studies, candidates should have at least three relevant credits and two passes in the subject combination

**iv. Method of Application**

All prospective students should apply to the SBRS by filling the School's Admission Form online which will normally be advertised on our website. Admission into the School will be for any of the programmes in the following categories.

**v. Basic Studies Programme**

This category is for those candidates who have the minimum entry requirements of five O/level credits for any degree programme in the University system but could not be admitted due to low UME score. This category of candidates will receive an eighteen 18 month intensive academic training designed to prepare them for Direct Entry into the Gombe State University or other Universities at the 200 level in the relevant undergraduate programmes through writing the Interim Joint Matriculation Board Examination. (IJMBE).

**vi. Subject Combination**

Here are carefully worked out subject-combinations, which comply with the entry requirements for the various programmes. Each combination consists of three subjects in the case of Basic Studies and five subjects for the Remedial Studies.

vii. **Curriculum**

The IJMB syllabus will be used for the Basic Studies while the Remedial Studies will be based on a carefully designed curriculum to bridge the gap between the 0/level and the 100 level syllabi to prepare the candidates for admission into the University's Degree Programmes at the 100 level.

viii. **Examinations and Placement**

The performance of the Remedial Students in the School based on periodic tests will determine the student's suitability to sit for the School final examinations.

i. To improve the admission prospects of candidates.

To provide Remedial studies to candidates with three or four credit passes based on NECO and WAEC syllabi, to allow for five 'O' level credit passes including English language and Mathematics.

ix. To enable candidates obtain the UTME/ JAMB entry requirement into university.

## **Directorate of Human Resources**

### **1. 6. 2 Diploma Courses**

(i) **"Diploma"** means a distinction so designated by the Senate, being at a level such that the admission requirements normally include at least five Credit passes in the Senior Secondary School Certificate or an equivalent approved by the Senate, and the duration of the course is normally at least two sessions.

(ii) **"Higher Diploma"** means a distinction so designated by the Senate, not being a postgraduate diploma, being at a level such that the admission requirements normally include a pass in a diploma or an equivalent approved by the Senate, and the duration of the course is normally at least one session.

(iii) **The term "diploma"** shall hereinafter be interpreted to include "higher diploma" but it shall not include any diploma or higher diploma awarded on a national basis or a postgraduate diploma.

**\*These regulations as listed above, shall apply to examinations in any programme of studies for a diploma, the term "diploma" being substituted for the term "degree", except where stated or shown by the context to be inapplicable.**

The procedures for a diploma offered by a Faculty shall be the same as for a first degree. However, in the case of any diploma offered by an institute or centre all of the functions specified in these regulations for exercise by the persons or bodies named in the first column below may be exercised by those named in the second column:

Functions of:

May be exercised by:

- Faculty/Institute or Centre
- Faculty Board / Professional and Academic Board
- Dean/Director
- Registrar / Secretary
- Senate/Professional and Academic Board
- Vice-Chancellor/Director

Provided that no amendment to or deviation from the provisions of these Regulations shall be approved by the Senate, and that function of approving syllabuses. If the Senate shall authorize any unit other than a Faculty, Institute or Centre to offer a diploma, then the persons or bodies in the unit nearest in position to those named in the second column in above may exercise the functions of those named in the first column, except that the Senate may reserve to itself the exercise of some or all of its own functions under these Regulations, and if the Senate so reserves its functions to approve examination results, then the Vice-Chancellor and the Registrar shall exercise all of the functions specified for them in these Regulations unless they delegate any function to any other person.

In the case where the examination results are to be approved by a body other than the Senate, the certificates of award of the diploma shall be signed by the Head of the unit concerned and by the Vice-Chancellor.

The grades of diplomas and higher diplomas to be awarded shall be:

<b>%</b>				
<b>Scores</b>	<b>Letter Grades</b>	<b>Grade Points</b>	<b>CGPA</b>	<b>Class of Dip</b>
70-100	A	4	3.50 - 4.00	Distinction
60-69	B	3	2.50 - 3.49	Credit
50-59	C	2	1.40 - 2.49	Merit
40-49	E	1	1.00 - 1.39	Pass
0-39	F	0	< 1.00	Fail

### 1. 6. 3 Certificate Courses

In this part "certificate" means a distinction designated as such by the Senate normally shorter in duration or with a lower educational entry qualification than a diploma. It shall exclude any programme of studies, even if termed a certificate, which is awarded on a national basis, or which is less than one session in duration. In the latter case, examinations may be arranged at the discretion of the unit concerned but only a certificate of attendance or proficiency may be awarded. These Regulations shall apply to any programme of study for a certificate, the term "certificate" being substituted for the term "degree" except when stated or shown by the context to be inapplicable, subject to the following interpretations:

- i. In any certificate course, a student who does not obtain an overall pass shall be required to withdraw. The body which is to approve the examination results may, at its discretion appoint one or more members of the academic staff of Gombe State University, other than staff of or teaching in the unit concerned, or, if necessary, a person from outside the University, to perform some or all the functions of an External Examiner. Where appropriate, any report shall be made to the head of the unit concerned. Any remuneration shall be subject to the approval of the board of governors of an institute or an equivalent body. If no person is appointed then the references in these regulations to external examiner shall not apply to the examination.
- ii. The grade of certificates to be awarded shall be:-

Percentage Scores	Letter Grade
70-100	A
60-69	B
50-59	C
45-49	D
40-44	E
0-39	F

### 1. 6. 4 Part-Time Study

- a. A student may, on application be allowed to study for the Bachelor's degree on part-time basis.
- b. A part-time student shall be required to carry a work-load below the minimum prescribed for full-time students and shall also be required to complete the degree programme within the periods specified in the duration of study programmes.

## **2. STUDENTS' AFFAIRS DIVISION: ITS STRUCTURE AND FUNCTIONS**

The Gombe State University Law, which was enacted on the 3<sup>rd</sup> May, 2004, among other things, puts students' management among the responsibilities of the Vice-Chancellor as provided in his functions under the Law. In the discharge of this responsibility and in line with the principle of delegation of functions, the Management of Gombe State University also established the Students Affairs Division in February 2006.

### **2.1 Units of the Department**

The Students Affairs Division is the arm of the University's administration that cares for the following aspects of students' welfare:

- i.** Accommodation: Halls/Hostels administration and management;
- ii.** Students' Counseling and Discipline;
- iii** Recreation and all other Extra-Curricular activities;
- iv** Social Welfare – Overseeing the formation and running of well organised and effective students' representative bodies, i.e. Students' Unions, form Clubs, Associations and Societies of whatever (Academic, Religious, National, States, etc.)
- v** Healthcare– because of the importance of this unit, it is sometimes accorded some form of autonomy.
- vi** Community Relationship/Services – Scholarships, Awards, N.Y.S.C mobilization, etc.

### **2.2 Functions of the Students Affairs Division**

The Division is answerable to the Vice-Chancellor and it is mandated to discharge the following responsibilities:

- Advise the Vice-Chancellor on policies, regulations and matters affecting students.
- Develop students' cultural activities.
- Develop student's recreation and sports programme.
- Supervise awards of financial aids, scholarships and bursaries to students
- Provide career information and Guidance and Counseling.
- Administer halls of residence and cafeterias and saloons
- Develop procedures for the administration of students' discipline and provisions of appeals to the Vice-Chancellor.
- Assist with the development and administration of Students Union.
- Administer informational programmes to keep students advised on University and Community affairs, Scholarships etc.
- Assist students' organizations to publish students' journals, magazines and information sheets for internal consumption.

- Cater for students' welfare, including medical assistance to the sick and death relief to the deceased.
- Mobilize students for matriculation, general orientation and the NYSC programme at the end of their studies.

The overall objective of these responsibilities is that the Division should cultivate and inspire students and provide them with the mechanism for making the best use of their time on campus, thus minimizing alienation, indolence, frustration, violence, conflicts and instability.

The offices and functions in the university system are anchored on collaboration, strong sense of responsibility and accountability. In order to achieve set objectives, the Dean should ensure that the structure and personnel of the Students Affairs Division closely reflect and work in accordance with their functions so that harmony is created and sustained between the Division, the University management, the Host-Community and the Students. In order to make the Students Affairs Division in Gombe State University effective, focused and coordinated, it is designed to operate on a Committee Structure. The following Committee structure is therefore provided for the smooth operation of the Students Affairs Division:

### **2. 2. 1 Management Standing Committee**

This is the central coordinating Committee in the Division and it is made up of all Section Heads and Senior Officers. It deals with policy, formulation, creating the strategy for their implementation, monitoring and assessment. It is chaired by the Dean. The composition is as follows:

Dean  
 Secretary  
 Security Coordinator  
 Adm. Officer.  
Quorum: Two-Third to include the Chairman

### **2. 2. 2 Advisory Committee on Students' Discipline**

This is an advisory Committee to the Vice-Chancellor which presides over all disciplinary cases outside examination irregularities and advises the Vice-Chancellor accordingly. Its membership is drawn from the Senate, the Division, the Security Office and the Students Union. It is chaired by the Dean. The membership is as follows:

Dean  
 Deputy Dean  
 Secretary/Guidance Counsellor  
 Chief Security Officer  
 2 Students Representative

I Senate Representative  
1 Representative of Congregation  
Administrative Officer

Quorum: Three Staff, Two Students' Reps, and the Chairman.

### **2. 2. 3 Hall Management Committee**

This Committee is made up of the Deputy Dean, the Secretary of the Division, Hall Administrators, Hall Advisers, Students Hall Chairmen and Representative of the Security Office. It is chaired by the Deputy Dean and it deals with all issues relating to the use, management and maintenance of students' halls of residence. The membership is as follows:

Dean  
Secretary  
-2 Hall Administrators  
2 Hall Advisers  
Students' Hall Chairmen  
Security Coordinator

Quorum: Three Staff, Two Students' Reps, and the Chairman.

### **2. 2. 4 Students Welfare Committee**

This Committee deals with matters affecting student's welfare such as the provision of services, pricing system, cultural and religious activities etc. It is made up of four representatives of Students, Secretary/Guidance Counseling officer, one service provider, one Hall Adviser, the representative of the Security Office and the Administrative Officer. The Deputy Dean chairs the Committee. The membership is as follows:

Dean  
Secretary /Guidance Counsellor  
1 Hall Adviser  
4 Students Representatives (two from Student Union)  
Security Coordinator  
1 Service Provider  
Administrative Officer

Quorum: Three Staff, Two Students' Reps, and the Chairman.

### **2. 2. 5 Health and Sports Committee**

This Committee handles matters relating to sports, recreation and health etc. It is made up of a Sports/Coach official, the security, representatives of the Students Union, representative of the University sports Committee, Medical Director and the Administrative Officer. The Deputy Dean is the Chair of the Committee. The membership is as follows:

Deputy Dean  
Secretary/Guidance Counselor  
Sport Officer  
Medical officer  
Students Sport Director  
Chief Security Officer  
Adm. Officer.

Quorum: Three Staff, Two Students' Reps, and the Chairman.

#### **2. 2. 6 Dean/Students Dialogue Committee**

This Committee is chaired by the Dean, and has the Deputy Dean, Secretary, representative of the Student Union, the Security and the Administrative Officer as members. The Committee handles all matters that promote close interaction and create mutual trust between Students and the University Management. The membership is as follows:

Dean  
Secretary  
Rep. Student Union  
Security Coordinator.

Quorum: Three Staff, Two Students' Reps, and the Chairman.

There are in addition to these Committees, clearly defined schedules of duties for all personnel of the Division and the provision for direct, regular formal and informal meetings between the Dean, the Staff of the Division, the students and other stakeholders. These interactions revolve around such functions and activities as:

- Registration, accommodation, orientation and coordination.
- The learning environment and study/work ethics.
- Information dissemination, access and dialogue.
- Career development, Scholarships and mobilization.
- Counseling, rehabilitation, health-care and welfare.
- Hostel management, hygiene and maintenance
- Students governance, social activities and recreation
- Students' discipline and psychological balance.
- Security and community relations



### **3. ACCOMMODATION / SPORTS**

#### **3. 1 Hostel Rules and Regulations**

The university will make every effort possible to ensure that most students receive hostel accommodation on campus. It should be realized, however, that no student has a statutory right to accommodation. Students' residency in the hostels and on campus is subject to the following regulations which may be reviewed from time to time:

##### **2. 1. 1 Acceptance of place**

In the hostels means acceptance of all existing rules and regulations that may from time to time be drawn up to facilitate management of the hostels. Failure to comply with hostel Rules and Regulations may lead to withdrawal of hostel allocation.

##### **3. 1. 2 Hall Administrators and wardens**

Are authorized to make supplementary rules, which they may consider necessary for the smooth running of the hostels.

##### **3. 1. 3 Sale of bed space will attract eviction from the hostel accommodation**

1. **Wapping:** is strictly prohibited and will attract a warning in writing and signed undertaking from student to desist from such act.
2. **Squatting:** harboring illegal squatters will attract eviction from the hostel accommodation All visitors to the hostel must be duly registered with the Hall Administrator, indicating when and where the visitor came from and how long the visit will last. At the end of the approved visiting period, the visitor must be checked out by the Hall Administrator.
3. **Tempering with electrical fittings** in the hostel e.g. sockets, Fans, bulbs etc will attract immediate eviction. Henceforth Students should register their personal electronic equipment e.g. Fans, Fridge, Radio TV etc. with the Security unit and Hall Administrator

##### **3. 1. 4 Female students,**

Shall not, for whatever reasons, reside in male hostels. Any student, who **deliberately** contravenes this, will be rusticated for two semesters (one academic session).

##### **3. 1. 5 Male students,** shall not, for whatever reasons, enter female hostels. Any student, who **deliberately** contravenes this, will be rusticated for two semesters (one academic session).

##### **3. 1. 6 Cooking in the Rooms**

Is strictly prohibited. Any student found cooking in the rooms will forfeit his accommodation for the rest of the session and his fee will not be refunded.

**3. 1. 7 Leftover Food items**

Should not be disposed off in sinks, laundries, bathrooms or toilets but in the dustbins only.

**3. 1. 8 Waste or any form of rubbish**

Must not be discarded through the windows, over the balustrade or littered in front of the room. All waste and/or rubbish should be neatly deposited in the dustbins. Any student found to be deliberately contravening this may be sent out of the hostel.

**3. 1. 9 Toilet facilities**

Must be used properly. As such only toilet papers and water should be used. Water, will normally be available in the toilets. However, in the event of a breakdown, users of toilets must fetch water provided in the tank before using the toilet.

**3. 1. 10 it is illegal to host visitors** overnight in the hostels without registering their presence with the authorities.

**3. 1. 11 The bathrooms and laundries are not toilets:**

As such they must be used for bathing and washing only respectively. Only bonafide residents of a hall or their legitimate visitors can use the bathroom and laundries.

**3. 1. 12 All members of each block are responsible for the safety and good use of all electrical and plumbing fittings in their block.**

**3. 1. 13 commercial activities:**

All **unauthorized commercial activities** such as hawking, barbing, baking etc are prohibited in the hostels.

**3. 1. 14 All personal property:**

Should be registered first with the security at the gate and with the Hall Administrator.

**3. 1. 15 All complaints:**

And reports relating to hostels must be channelled through the Hall Administrator. The Students Affairs and the University Administration will not entertain complaints, reports, and grievances made outside authorized channels.

**3. 1. 16 All electrical appliances:**

And other personal effects to be used in the hostels must be registered with the Hall Administrator and Security Division. The university will confiscate appliances which are not registered.

**3. 1. 17 Use of private radio, musical set, etc.**

Should be played at such a level of sound as not to inconvenience other members of the hostel.

**3. 1. 18 The use of radio/television sets and musical instruments:**

Are allowed between 6:00am to 13:00pm as regulated in (xx) above. Any student, who inconveniences other students by violating this regulation, will lose his/her right to occupancy of his/her room without any refund. Playing of musical instruments, unless permission is granted, is prohibited in the academic areas.

**3. 1. 19 For health and sanitary reasons**

The consumption of intoxicating drinks, smoking, drugs, the keeping of pet animals, birds, fish and/or reptiles are prohibited in the Hostel and on the campus as a whole.

**3. 1. 20 Loss of personal property:**

The University does not accept responsibility for any loss of personal property in the Hostel.

**3. 1. 21 Sanctions for Breach of any Regulations:**

Any breach of any of the regulations stated above may attract appropriate sanction, which includes ejection from hall, repairs, suspension and other sanctions stipulated in the regulations of the university that may be enforced from time to time.

**\*Suspicious movement of individuals should be promptly reported to the Hall Administrator.\***

**3. 2 Vacation of Accommodation**

- i. Students are normally not allowed to remain in residence during vacation. If however, for any official or special reason an exemption is made to this rule, a normal charge of five hundred naira (N500.0) per student per week will be made and must be paid in advance by the student concerned or his sponsors to the account

- ii Dean unit. vacation in Students Affairs through a designated bank account.

Permission to remain on campus during vacation is to be obtained from the Dean of Students Affairs on the recommendation of the appropriate department. However, students should note that permission to remain in halls during vacation is a privilege, not a right.

### **3. 3 Sports and Sports Equipment**

- i. All students are encouraged to participate actively in sporting activities.
- ii Sports equipment will be issued to students whenever necessary be it on individual or club basis or through associations/societies.
- iii Any student who fails to return sports equipment issued to him/her at the stipulated time will be made to pay a prescribed fine.
  - iv In the event of missing any equipment issued to student(s), the student or club will be made to replace it.

## **4. USE OF OTHER UNIVERSITY PREMISES AND FACILITIES**

### **4. 1 Use of University Premises**

Permission to use all University grounds and premises must be sought from the Vice Chancellor, through the Dean of Student Affairs, at least 48 hours in advance of any authorized event or activity. Any non-academic event or activity not earlier brought to the notice of and approved by the University may be disrupted by the University Security operatives.

### **4. 2 Library Rules and Regulations**

#### **4. 2. 1 Authorized Users**

- i. The library may be used by duly registered students and staff of the university. The University Librarian may give permission for others to use the Library subject to ratification by the Library Committee.
- ii. No person shall be allowed to borrow any books or any other item of library until he/she is registered with the library.

#### **4. 2. 2 Books Handling**

- i. Reference books may not be removed from the library except with the express permission of the university library.
- iv. Books available for loan may be borrowed by senior staff for a period of 6 weeks, and by students and other readers for a period of 21 days.

Periodicals, bound and unbound may be issued on loan to senior staff members for a limited period.

- v. Fines are levied on all overdue books. The fines for books that are recalled by the university Librarian are higher and there is a charge for replacing tickets lost by the reader.
- vi. If students fail to return books and other materials within the stipulated time they may be suspended from the use of the library for a period to be decided by the University Librarian. Suspension here is used in its widest sense to denote total exclusion from entering the library. Also, fines as stipulated in iv above will be imposed in addition to suspension.
- vii All readers must return books to the library immediately if they receive written notification to do so from the university library.
- viii Students are allowed to borrow up to three books at a time while senior staff may borrow up to four books at a time.

#### **4. 2. 3 Conducts for Library Users**

- i Students must produce their university identity cards to gain admission into the library and should present their borrower's ticket for each book they wish to borrow.
- ii Borrowers in whose name, according to library records, books have been issued will be held responsible for any loss or damage that may occur to books on loan to them and they will be required to pay the cost of replacing such books.
- ii Smoking, eating and drinking and use of mobile phones are strictly prohibited in the library.
- iii Children under the age of 16 and pets must not be taken into the library.
- iv Readers must use the prescribed entrance and exit. All users on leaving the library must allow library staff to check all materials in their possession.
- v Silence must be observed in the library. Conversations, meetings and any other behaviour likely to disturb or inconvenience other readers must be avoided in the reading areas.
- vii The University Librarian shall have the authority to suspend any person from using the Library for neglect of the foregoing rules,

subject to his/her reporting such action at the next meeting of the Library Committee.

**Use of the E-Library: No pass wording of systems, down load of non-educational materials e.g. Phonography, Music, Movies etc. are not allowed.**

#### **4. 2. 4 Un-authorized Removal of Items from the Library**

Any student, who removes books or items of use from the Library without going through the appropriate procedure, will be regarded as stealing. Hence such a student will be expelled from the University, after returning the items or being made to pay for the cost of the items.

### **5. GENERAL CONDUCT AND DISCIPLINE OF STUDENTS**

#### **5. 0 Preamble**

All students need to fully respect the rules and regulations outlined below, because in Gombe State University, degrees are awarded for both **LEARNING AND CHARACTER**. Any student who appears before any of the relevant University Committees (in respect of investigations or otherwise) to give **false evidence that may mislead the University Authority** shall be liable to **two semester rustication**, if the contrary is proved against him or her.

#### **5. 1 Dress Code**

The University is a training ground for future leaders who shall carry the burden of leadership with all what it entails. This includes the responsibility of ensuring high moral standards. In view of this, the Gombe State University, like many other Universities in Nigeria today, takes exception on indecent and immoral dressing by its students. For this reason, the University considers decent dress to be opaque (not transparent) and shall have sleeves. Below are the guidelines for proper dressing within the university premises:

**5. 1. 1 Nudity** and all other forms of indecency are not allowed in the university campus including halls of residence. Any student caught contravening this regulation shall be rusticated for two semesters.

- (a) All students are expected to dress properly and decently as outlined in the dress code document, especially when attending classes.

- (b) Lecturers have the right not to admit any student found not to be appropriately dressed.
- (c) Sportswear is to be strictly for sports and not classrooms. Penalty student will be sent out of the class room.
- (d) Casual wear may be tolerated as long as it is deemed decent and for the appropriate place and occasion.

### **5. 1. 2 What Constitutes Proper Dressing**

- a. Opaque material must be used. In other words, material that is not transparent.
- b. Dresses to be loose not tight.
- c. Dresses to be from the neck to the knee and below.
- d. Dresses must have shoulder strap of at least 5cm.
- e. Dresses should cover body parts such as breasts, stomach, back, shoulders, chest, thighs and knees.
- f. Trousers and shorts should be worn at the proper waistline.

### **5. 1. 3 Dresses / Dressings That Violate the Dress Code**

- 1. Transparent dresses that show the body or inner wear below it.
- 2. Dresses that expose the stomach, the bottom or any other part that is indecent to expose.
- 3. Dresses or skirts with slits extending above the knee exposing thighs.
- 4. Sleeveless dresses (especially "spaghetti" hands) that exposes your brassier and breasts.
- 5. Very tight dresses target exposes everybody contour.
- 6. Unbuttoned shirts that reveal chests or other parts.
- 7. Clothes that illustrate enhance or depict drugs, alcohol or have offensive and violent messages.
- 8. Clothes that display weapons or any gang-related illustrations and messages.
- 9. Shorts and skimpy dresses e.g. Body hugs, show-one- your- chest, and dresses exposing sensitivities.
- 10. Tights, shorts and skirts that are above the knees (except for sporting purposes).
- 11. Tattered jeans with holes.
- 12. Transparent and see through dresses.
- 13. Tight fitting e.g. jeans skirts, hip star, patra, lakra etc. that reveal the contour of the body.
- 14. Under-clothing, such as singlet worn publicly.
- 15. Wearing of T-shirts with obscene captions.
- 16. Shirts without buttons or not properly buttoned, leaving the wearer bare-chested.

17. Wearing of earrings by male students.
18. Plaiting or weaving of hair by male students.
19. Wearing of coloured eye glasses, not on medical grounds in the classrooms.
20. Any other mode of dressing that you will not want your parents to see you in.
21. Niqab not allowed in examination halls.

#### **5. 1. 4 Social Consequence of Bad Dressing**

1. Sexual harassment by both staff and students
2. Sexual violence such as rape, assault, etc.
3. Becoming objects of criticism and castigation
4. Exposure of your family to abuses and criticism.

*(Remember whatever you wear or do on this campus, reflects on your family).*

#### **5. 1. 5. Disciplinary Actions against Bad Dressing**

The following penalties/sanctions will be imposed on erring students.

##### **i. Warning**

The Members of the Dress Code Committee as well as other willing members of Dress Code Vanguard have authority to accost an indecently dressed student who would be warned as a "Dress Code Violator" with an advice to desist from dressing offensively.

##### **ii. Suspension**

If the warning strategy fails to effect any change in the student, then suspension for one semester would be the next option.

##### **iii. Expulsion**

Expulsion will be the last option after (1) and (2) have been exhausted. Members insist that violators should be sternly warned and severally punished. However, students so apprehended would be free to complain to the university authority or any member of the committee or the counsellor if he/she feels unjustly accosted.

#### **5. 2 Smoking / Alcoholic Drinks / Illicit Drugs**

- i. Smoking is strictly prohibited in the Halls of Residence, Classrooms and near any gatherings student caught will be warned and made to write undertaking not to repeat again.
- ii. Students are not allowed to consume, keep, sell or indulge in alcoholic drinks in the university premises. Students caught contravening this



provision shall be rusticated for two Semesters, in addition to being de-boarded from the Halls of residence throughout his/her stay in the University.

- iii. Students are advised not to consume, keep or sell illicit drugs within the university premises. Students caught indulging in this act shall be expelled from the University and handed over to the police. Attention is particularly drawn to penalty of Decree 2 of 1984.

### **5.3 Possession of Weapons**

- i. Students caught with dangerous weapons such as, knives, daggers, cutlasses, etc within the premises of the University shall be rusticated for two Semesters, when he resumes he will make to write an undertaking not to be in possession of such weapons again.
- ii. Students caught with any type of firearms within the premises of the University shall be expelled from the University and handed over to the Police.

### **5.4 Hosting of Visitors**

Under no circumstances should male students receive female visitors in their rooms or vice versa. Violation of this provision shall lead to two semester rustication for the students (the visitor and the visited) and also loose university accommodation throughout his/her stay in the university.

### **5.5 Quarrelling / Fighting**

- i. No student shall take the law into his/her hands. Insults, provocations should be reported to the nearest university official for action. Students who take the law into their hands shall be rusticated for two semesters or expelled depending on the gravity of the issue.
- ii. Students shall not indulge in physical combat in the university. Students who violate this provision shall be rusticated for two semesters and in addition loose university accommodation for that session.
- iii. No student is allowed to institute a case (civil or criminal) against a fellow student without prior notification of the Dean, Students Affairs.

- iv In case a student has a case with a member of staff, the university will equally intervene and liaise with the appropriate agencies for out of court settlement.
- v In the event that a student has a case in a court of law or police station while the university is in session, Students' Affairs shall liaise with appropriate agencies and individuals for out of court or police settlement, provided it is not a criminal case.

## **5. 6 Assault / Rape**

- i Students who indulge in sexual harassment of fellow students and other members of the university community shall be liable to rustication for two semesters.
- ii Any student accused of rape shall be handed over to the Police and liable to expulsion should the allegation be proved by the University or appropriate government agency.
- iii Any student who assaults another student by beating or causing bodily harm or injury will be expelled from the university; or rusticated for two semesters, depending on the gravity of the proven offence.
- iv Students are warned against loitering at unacceptable hours on all undeveloped land within the university premises. Students who are caught shall lose university accommodation.

## **5. 7 Forgery and Related Offences**

- i. Any student caught forging admission letter or any document relevant to his/her admission, such as O'level, A-level certificate for registration, and other conditions relevant to his status in the University shall be expelled from the University.
- ii. Forging of ID card and examination card attracts rustication for two semester.
- iii. Running of two programs concurrently is strictly prohibited student caught running two programs will be expelled.

## **5. 8 Stealing / Burglary**

Any student caught stealing University or staff property will be expelled from the university and be made to return or pay the cost of the item.

However, any student found to be involved in burglary will be expelled from the university. Burglary here implies the case where a student or group of students use any forms of implements to break into a room, office, safe,

locker, box or any supposedly secured container to remove items contained therein.

Any student caught stealing items from the Library will be expelled from the University and be made to return the items or pay the cost of the items.

## **5.9 Impersonation**

- i Signing class attendance for another student who is absent in the class attracts a warning
- ii Signing on behalf of lecturer in his Logbook attracts warning
- iii Consistent impersonation of a lecturer or student attracts rustication for semesters
- iv Signing on behalf of a management staff e.g. Vice-Chancellor, Deputy Vice-Chancellor, Registrar, Bursar etc, attracts expulsion.
- v Impersonation with another student ID card attracts expulsion.

## **5.10 Student's Clubs, Associations, Societies, unions etc.**

All types of Students Associations / Organizations in the university must be registered with the Students Affairs Division. All such registered Associations / Organizations must apply for renewal of registration at the beginning of each Academic Session. Any Associations / Organizations who fail to renew their registration will not be allowed to organize any functions / activities within the university or may be proscribed completely if it fails to register for two consecutive sessions. However, **no tribal or ethnic associations will be registered** or allowed on the campus.

### **5.10.1 Formation / Registration of Students Associations / Organizations**

Any Students Associations / Organizations / Societies / Clubs, applying for fresh registration or renewal of registration must supply the following documents: -

- i. Constitution / Article of association (for fresh registration only) – if any item is found to contravene any of the university rules or regulations, such Constitution will not be accepted, even if it is adopted from a National body;
- ii. **List** of names of their Executive Council, with their Registration contact addresses (or telephone numbers); Numbers and
- iii. List of names of their members, with their Registration Numbers and contact addresses (or telephone numbers);
- iv. Records of all Minutes of meetings by members and/or executive council, containing attendance and detailed deliberations;

- v Any other relevant documents related to the conducts / activities of the organization;
- vi Records of all financial transactions – sources, expenditure and bank balances.
- vii Any correspondences to the University Management must bear the name(s), registration number(s), signature(s) and telephone numbers (if available) of the author(s).

***Note: The University will not register all such associations that tend to promote divisive tendencies amongst students, such as tribal and lingual.***

#### **5. 10. 2 Cultism / Secret Societies**

Cultism and all forms of Secret Societies are strictly prohibited in the University. Students of any registered or unregistered organization found practicing in activities determined to resemble those practiced by cultists will be expelled from the university.

**5. 10. 3** Use of social media: to spread rumors, inciting messages, abuses that will cause serious disharmony, security problem will attract expulsion

**5. 10. 4 Political parties** and their activities are not allowed on campus. But as citizens of the country, students are free to belong to any political party of their choice.

#### **5. 10. 5 Collection of Money in the university**

- i Individual student or students' organizations must not solicit for donations in respect of any function to be held by them within and outside the university except with the express permission of the Dean of Students Affairs, through the recommendation of their Head of Department or Dean of Faculty.
- ii When it is necessary to make a charge to cover the expenses, printed tickets of programmes can be offered for sale.
- iii The Executives of the organization(s) who contravene the regulations on the collection, or the embezzlement or mismanagement of money shall be dissolved forthwith, in addition to refunding the money and rustication for two semesters.

#### **5. 10. 6 Invitations to People outside the university**

Under no circumstances are students organizations allowed to invite anybody from outside the university without first clearing with relevant officials. For the avoidance of doubt, inviting personalities to such students' events as Chairing occasions, Guest speaking, Seminar participation, opening or closing of events, Launchings and presentations, as well as printing invitation cards and posters with the names of non-university people must always be cleared with the Dean of Students Affairs for security and protocol reasons. Failure to seek clearance will lead to the cancellation of the event and severe disciplinary action against the students.

#### **5. 10. 7 Travelling Out of Town**

10 Students must obtain permission from their departments before travelling out. Any student who contravenes this provision shall be liable to two semester rustication; in addition, the University authority shall not be responsible for any unacceptable behaviour/condition.

#### **5. 10. 8 Mails**

- i. To ensure proper delivery of letters, addresses must include the department of study of the student.
- ii. The university shall not be responsible for any missing mail.

#### **5. 11 Students' Publications**

Students' publications on the Campus must abide by the following regulations:

- i. Only registered students organizations may produce any publication or printed matter bearing the name of the university or purporting to emanate from it.
- ii. All writers and authors who are members of registered organizations are required by the university to sign an undertaking governing their conduct.
- iii. Failure to abide by this code of conduct shall lead to rustication of the writers for one semester and proscription of the association(s) for two semesters.
- iv. Printed matter published by students of the university may be sold on the campus only if they are produced by a registered student's organization.

- v. All student publications or cartoons must carry the names and address of the organizations and members of the editorial board.
- vi. Any student organization, which publishes, sells or otherwise reproduces materials on the campus, is responsible for those materials including their contents and any matters.
- vii. All student publications must state explicitly on the editorial page that the opinions expressed there are NOT those of the university or its students body as a whole.
- viii. Individuals who publish libellous and/or slanderous articles or cartoons against fellow students, staff or the university authority shall be liable to rustication for two semesters.
- ix. The university encourages the publication of professional and academic based journals and magazines by Students Associations, Clubs etc.
- x. Failure to abide by this provision shall lead rustication for two semesters.

## 5. 12 Demonstration

- i. **Students may demonstrate peacefully** on the university premises on academic and other matters that touch on their welfare provided that a written notice is given to the Registrar to reach him not later than 24 hours before such demonstrations are due to begin.
- ii. **Demonstration outside the university campus** shall only be conducted after a written clearance has been obtained from the State Commissioner of Police.
- iii. **In all demonstrations**, it shall be the responsibility of the students' leaders to see that all relevant laws of the country as well as of the university are complied with.
- v. **Demonstrations directed against individual** of the university community are not allowed.
- vi. **Demonstrations are not allowed** in staff residential areas.
- vii. **Violent demonstrations** are strictly prohibited within and outside the university.
- viii. **Instigation and Incitement:** any student or group of students who are apprehended on the charges of instigating or inciting other students to undertake unlawful demonstration or any form of rebellion or disobedience to the University Authority will be expelled forthwith from the university. Any form of instigation or incitement, whether in form of

writing or use of inappropriate verbal statements will not be tolerated. Contravention of this provision shall lead to expulsion of ringleaders and the student body shall be required to pay for damages and injuries sustained. Contravention of (i) (ii) shall attract any sanction deemed necessary by the university while that of (iv) and (v) will lead to two semester rustication.

### **5.13 Employees of the University**

- i. Cleaners, cooks, stewards, messengers, drivers, generator operators, laboratory staff etc. are not personal servants of students and are therefore not subject to order from them.
- ii. Any misunderstanding or misgivings about the performance of their duties should be reported to appropriate authorities. Under no circumstances should any student insult and embarrass any member of the university Staff.
- iii. Any genuine grievances against staff should be routed through the appropriate channel.
- iv. Contravention of (iii) and (iv) shall lead to two-semester rustication.
- v. Any student who fights or humiliates a member of staff of the University shall be expelled from the university.

***EVERY STUDENT IS EXPECTED TO STUDY, UNDERSTAND AND ABIDE BY THE ABOVE LISTED REGULATIONS FOR A SUCCESSFUL STAY IN THE UNIVERSITY***

**Signed Management**