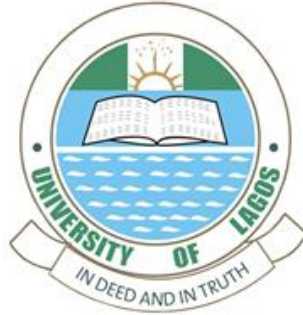




**DISTANCE LEARNING INSTITUTE
UNIVERSITY OF LAGOS**

**DEPARTMENT OF SOCIAL SCIENCES (ECONOMICS AND PUBLIC
ADMINISTRATION)**

**STUDENT
HANDBOOK
2021 - 2024 SESSION**



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University of Lagos
Akoka, Lagos

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B.Sc. M.Sc. Ph.D. Botany (Ife), MBA (Lagos), FLS (Lond)
Vice Chancellor



Professor Uchenna Udeani
B.Sc., Ph.D. (Nigeria)
Director



Message from the Director

Congratulations and welcome to the Distance Learning Institute, University of Lagos. The Governing Council of the University of Lagos in line with the statutory provisions, approved the establishment of the Distance Learning Institute in 1996.

The Distance Learning Institute programme of studies is the same as that offered for the full-time students of the University of Lagos. The only difference is the mode of delivery which is the ICT Enabled Supported Blended Learning model (IESBL) of the Open Distance Learning mode. It is designed for those whose schedules, distance, financial situations and other circumstances may not permit them to enroll in full-time studies at a University.

The Institute has prepared study packs comprising learning materials in mixed media formats for you to study at your convenience, communicate with your lecturers through various multi/social media platforms and online interaction via the DLI Mobile App and the Learning Management System (LMS).

Let me assure you that with the resources available, we have migrated fully to the Open and Distance Learning Platform and are now well positioned to meet your needs as you learn with us largely online.

DLI Management hopes that this handbook will provide useful information about your Academic Programme.

We are optimistic that you will find your academic career with us a rewarding and fulfilling experience. We wish you the very best at the University of Lagos - The University of First Choice and the Nation's Pride!

Welcome On Board!!

Professor Uchenna Udeani
Director



WELCOME MESSAGE FROM THE COORDINATOR OF DEPARTMENT OF SOCIAL SCIENCES

Congratulations! I wish to warmly welcome you to the Department of Social Sciences, Distance Learning Institute, University of Lagos.

The benefit of having a formal education cannot be overemphasized. Formal education, in whatever form, enhances the scope of reasoning of a student and ensures that you undertake a task more creatively from how an artisan would have undertaken it. Open and Distance Learning, facilitated by technological innovation has helped to solve the problem of limiting a student to a physical space (classroom) to get formal education. Learning can be done at the comfort of your home, office or wherever you are as long as you have an access to electronic device such as smart phone, an internet enabled laptop, desktop, palmtop, and iPad tablet.

The Department currently runs two programs, Economics and Public Administration both on a 5-year basis. More programs are being expected to be introduced in the department soon after approval by the Senate of the University. The Department is also blessed with very qualified and competent members of staff, academic and non-academic, who you can approach to guide and advise you on certain issues of concern relating to your academic journey in the Institute. The Departmental secretariat is open during official hours from Monday to Friday.

This handbook serves as a guide for a general overview of the programs in the department. It gives detailed information on the admission requirements, course outlines, the duration of the programs and the graduation requirements. Other important information such as the grading system, students' registration requirements, contacts of Course Advisers, list of academic, administrative and technical staff amongst other things are contained in the handbook.

I wish to advise you to take your studies serious, do your assignments and continuous assessments on time and avail yourself of all resources deployed on the Learning Management System (LMS).

Once again, you are welcome to this wonderful department and I sincerely hope that you have a wonderful experience in the course of your study in the department.

Dr. Babatunde S. Adekunle
Coordinator, Social Sciences

VISION

To be a leading institution in the provision of quality open and distance education opportunities for all.

MISSION

To provide seamless access to high quality education which adds life-long values through blended learning platforms for the fulfillment of individual's educational aspirations.

CORE VALUES

- Lifelong education
- Learner centeredness
- Continuing learning
- Learner support
- Learner satisfaction
- Egalitarianism
- Integrity
- Honesty

PHILOSOPHY

The philosophy of the University of Lagos Distance Learning Institute is premised on the belief that university education which includes life-long learning should be accessible to all Nigerians and foreigners irrespective of age, race, sex, religion and any other circumstances including employment.

OBJECTIVES

The Institute's main objectives are to:

1. Provide unrestricted access to University education and life-long learning for desiring learners who because of peculiar circumstances are not able to attend the conventional face-to-face.
2. Collaborate with other Open and Distance Learning Institutions for mutual benefits and best practices.
3. Continuously provide robust staff training and development programme for optimal performance.
4. Provide blended learning platform for knowledge creation and acquisition.
5. Utilize the power of Open and Distance Education enabled by technology to provide learning at scale and accelerate progress towards the Sustainable Development Goals (Especially SDG 4, 5, & 8).
6. Make education open to all and promote social justice through the development of knowledge and skills.

7. Empower people through the use of Open Educational Resources (OERs) Massive Open Online Courses (MOOCs) and multi-platform technologies.
8. Provide demand-driven programmes through Distance Learning to address the needs of the local and international labour markets.
9. Maintain high level quality assurance in service delivery.
10. Address the needs of diverse learners through excellent learner support services
11. Make the needs of learners central in service delivery.
12. Promote scholarship and research in all fields of human endeavour for sustainable national development.
13. Offer community services within the catchment areas of the University.

ACADEMIC STAFF OF THE DEPARTMENT OF SOCIAL SCIENCES



NAME: Adegkunle, Babatunde S.
DESIGNATION: **Coordinator**
QUALIFICATIONS: Ph.D, M.Sc,
 B.Sc
Status: Lecturer I
AREA OF SPECIALISATION:
 Monetary Economics



NAME: Adewara, Johnson Ademola
DESIGNATION: **Deputy Director
 (M&C)**
QUALIFICATIONS: Ph.D, M.Sc, B.Sc
 Ed.
Status: Associate Professor
AREA OF SPECIALISATION:
 Statistical Quality Control



NAME: Oyelami, Lukman O.
DESIGNATION: **Course Facilitator
 & Adviser**
QUALIFICATIONS: Ph.D, M.Sc.,
 B.Sc.
Status: Lecturer II
AREA OF SPECIALISATION:
 International Trade



NAME: Abasili, Celestine O.
DESIGNATION: **Course Facilitator
 & Adviser**
QUALIFICATIONS: M.Sc., B.Sc.
Status: Assistant Lecturer
AREA OF SPECIALISATION:
 Public Administration



NAME: Kareem, O. Bestoyin
DESIGNATION: **Course Facilitator
 & Adviser**
QUALIFICATIONS: M.Sc., B.Sc.
Status: Assistant Lecturer
AREAS OF SPECIALISATION:
 Comparative Politics, African Politics
 and Political Behaviour



NAME: Adegbite, Kehinde J.
DESIGNATION: **Course Facilitator
 & Adviser**
QUALIFICATIONS: M.Sc., B.Sc.
Status: Assistant Lecturer
AREA OF SPECIALISATION: Public
 Administration



NAME: Adenuga, Adetoun E.
DESIGNATION: **Course Facilitator
 & Adviser**
QUALIFICATIONS: M.Sc., B.Sc.
Status: Assistant Lecturer
AREA OF SPECIALISATION:
 Public Administration

GENERAL ACADEMIC REGULATIONS

1. GENERAL ADMISSION REQUIREMENTS

- 1) Candidates seeking admission to the Distance Learning Institute need not to take the University Tertiary Matriculation Examination (UTME).

Selection instruments such as the UTME will be replaced with on-line and personal interactions with a view to determining individual candidate's learning needs and potentials.

- 2) Candidates must meet the minimum entry requirements of five (5) credits in SSCE/GCE/NECO O Level, including English Language and Mathematics, taken at not more than two sittings.
- 3) The minimum age requirement is sixteen years.
- 4) Admission is open to all applicants irrespective of any learning disability or challenge.
- 5) Applicants are required to possess basic ICT skills to enable them navigate the ICT Enabled Supported Blended Learning Model (IESBL) of the ODL mode.
- 6) Candidates offered provisional admission will be required to:
 - a. Submit their credentials for validation
 - b. Go through an Applicants Induction Course (AIC) on ODL culture
 - c. Submit themselves to capturing of their biometrics

Note: (Admission process is done strictly online).

Admission Requirements to Year 1

Without prejudice to specific departmental requirements, the following shall apply:-

Candidates seeking admission to Year 1 should possess one of the following:

1. Five credits in the SSCE/GCE/NECO O Level, including English Language and Mathematics, and any three other subjects relevant to the cognate area taken in not more than two sittings.
2. Five merits in the NABTEB/TC II in relevant subjects.

Admission Requirements to Year 2

Candidates seeking admission to Year 2 should possess one of the following:

1. The National Certificate of Education (NCE) with at least Merit grades in two relevant teaching subjects.
2. The National Diploma (ND) in relevant fields with a minimum of lower credit.

3. The Joint University Preliminary Examinations Board (JUPEB) certificate with at least credit grades in relevant subjects.
4. GCE A Level with at least credit grades in three relevant subjects.

Admission Requirements to Year 3

Candidates seeking admission to Year 3 in relevant programme should possess at least one of the following:

1. Higher National Diploma (HND) in relevant fields with a minimum overall grade of lower credit.
2. Bachelor's degree with a minimum Pass Class in relevant discipline obtained from a university recognized by the Senate of the University of Lagos.
3. Recognized professional qualifications such as ACA, ACMA, ACIA, ACIS and ACIB

Note: Candidates seeking admission to Years 2 and 3 must in addition possess the minimum O Level requirements.

SPECIFIC COURSE REQUIREMENT

B.Sc. Economics

1. WASCE/SSCE/GCE/NECO (O Level) or its equivalent with credits in five (5) subjects including English Language, Mathematics, Economics plus any other two (2) subjects at not more than two (2) sittings.
2. (a) Graduates of University of Lagos or any other University recognized by the Senate with a minimum of Pass in relevant disciplines such as Accounting, Banking and Finance, Business Administration and Management, Cooperative Economics and Management, Home and Rural Economics, Insurance, Marketing, Purchasing and Supply, Statistics and Taxation subject to satisfaction of O Level requirements.

(b) National Diploma (ND) with a minimum of Lower Credit in Accounting, Banking and Finance, Business Administration and Management, Cooperative Economics and Management, Home and Rural Economics, Insurance, Marketing, Purchasing and Supply, Statistics and Taxation subject to satisfaction of O Level requirements.

(c) GCE A Level with credit grades in Economics and two (2) relevant subjects such as Business Management, Mathematics and Government/History subject to satisfaction of O Level requirements.

(d) JUPEB certificate with appropriate credit points in Economics and other two (2) relevant subjects such as Government/ History and Mathematics subject to satisfaction of O Level requirements.

3. (a) Graduates of University of Lagos or any other University recognized by the Senate with good honours degrees in relevant disciplines such as Accounting, Banking and Finance, Business Administration and Management, Cooperative Economics and Management, Home and Rural Economics, Insurance, Marketing, Purchasing and Supply, Statistics and Taxation excluding holders of degrees in Economics subject to satisfaction of O Level requirements.

(b) Higher National Diploma (HND) with a minimum of Lower credit in Accounting, Banking and Finance, Business Administration and Management, Cooperative Economics and Management, Home and Rural Economics, Insurance, Marketing, Purchasing and Supply, Statistics and Taxation subject to satisfaction of O Level requirements.

(c) Full Professional qualifications in Associate of Chartered Institute of Bankers (ACIB) subject to satisfaction of O Level requirements.

B.Sc. Public Administration

1. WASCE/SSCE/GCE/NECO (O Level) or its equivalent with credits in five (5) subjects including English Language, Mathematics, Government plus any other two (2) subjects at not more than two (2) sittings.

2. (a) Graduates of University of Lagos or any other University recognized by the Senate with a minimum of Pass in relevant disciplines such as Business Administration, Economics, Industrial and Labour Relations/Labour Studies, Political Science, Psychology, Social work, Sociology, and any course in the Arts, Sciences, Engineering excluding holders of degrees in Public Administration subject to satisfaction of O Level requirements.

(b) National Diploma (ND) with a minimum of Lower Credit in relevant disciplines such as Business Administration, Economics, Industrial and Labour Relations/Labour Studies, Local Government Studies, Office Technology and Management, Political Science, Psychology, Public Administration, Social Work/Social Development and Secretarial Studies subject to satisfaction of O Level requirements.

(c) G. C. E. A Level with credit grades in Government/History and other two (2) relevant subjects such as Economics, Christian Religious Studies/Islamic Religious Knowledge (CRS/IRK) subject to satisfaction of O Level requirements.

(d) JUPEB certificate with appropriate credit points in Government/ History and other two (2) relevant subjects such as Economics, Christian Religious Studies Islamic Religious Knowledge (CRS/IRK) subject to satisfaction of O Level requirements.

(e) Full Professional qualifications in Associate of Institute of Chartered Secretaries & Administrators (ACIS) subject to satisfaction of O Level requirements.

3. (a) Graduates of University of Lagos or any other University recognized by the Senate with good honours degrees in relevant disciplines such as Business Administration, Economics, Mass Communication, Sociology, Political Science, Psychology, Social Work, Sociology and any course in the Arts, Sciences, Engineering excluding holders of degrees in Public Administration subject to satisfaction of O Level requirements.

(b) The Higher National Diploma (HND) with a minimum of Lower credit in Business Administration, Economics, Industrial and Labour Relations/Labour Studies, Local Government Studies, Mass Communication, Office Technology and Management, Political Science, Public Administration, Psychology, Social Work/Social Development, Sociology and Secretarial Studies subject to satisfaction of O Level requirements.

(c) Full Professional qualifications, Associate of Institute of Public Administration of Nigeria (AIPA) subject to satisfaction of O Level requirements.

2. REGISTRATION

Registration is a required process every student must fulfil at the beginning of a new academic session to maintain a bona fide status.

The Procedure

To be registered, a student is expected to go through the following processes:

- Submit a Remita printout for the full payment of the service charge. For new students, service charge should be paid only after such students have been screened and cleared for registration by the designated registration officials.
- Complete the registration form and make photocopy of same before submitting it to the Course Adviser. New students are expected to submit eight passport photographs for office use with their forms. This is required for the various documentation processes. Each student will be guided by the Course Adviser who will vet and approve the course(s)

chosen. A list of the duty officers is usually on display for the guidance of the students. All students, on payment of service charges, must register their receipts by Matriculation Number, Name, Sex, Course, Programme and Year.

Note: Please note that registration for extra course (s), where permitted will attract additional charges.

- Registration of Final Year Students with Carry-Over Courses. All final Year students who have carry-over courses will be required to retake such courses during the next academic session subject to the maximum load requirement and the payment of appropriate service charges. Condonement or waiver of failed courses at the final year level is no longer allowed by the University.
- Registration for Failed Courses. Students must register for failed courses before they can be credited with the results for those courses. Any student who sits for examination in courses for which he/she did not register for will have the result for such courses cancelled.
- All students are advised, in their own interest, to comply with all registration requirements as only bona fide registered students of the Institute will be allowed to sit for the Sessional Examinations.

3. MAXIMUM COURSE UNITS

- No student is allowed to register for more than the maximum units specified per session as shown in the different programmes.

Note: Students who ignore this information will have all units registered above the maximum automatically cancelled. (Those who ignore the cancellation will not be allowed to write examinations in the cancelled courses while students who sit for the examinations in such courses will have the results cancelled).

4. LATE REGISTRATION

- Late registration will attract a penalty of N10,000.00. If under exceptional circumstances, late registration is allowed beyond the normal late registration deadline given for the session, such students will be required to pay a penalty of N10, 000.00 or the prevalent charge.

5. ADD AND DELETE

- Admission into courses closes when the registration deadline for the session expires. Duly completed and signed Add and Delete Forms must be submitted not later than four weeks to the commencement of the session examinations.
- ADD and DELETE Forms will be treated only if they are duly signed and submitted within the given deadline. Students are not allowed to exceed the maximum load by using the ADD and DELETE Forms. If a student registers for a course and does not wish to sit for the examination in that course, he/she must delete the course within the stipulated deadline. Any student who withdraws after the deadline and fails to sit for examinations in a course registered for will be automatically awarded an F grade in the course.

6. REGISTRATION FOR RESEARCH PROJECTS

- Students are to register for their projects in the penultimate year of their respective programmes and conclude the projects in the final year.
- The number of other courses to be registered for in that year should therefore be adjusted to accommodate the project.
- Projects are to be submitted not later than four (4) weeks after the final examination.
- Project submitted after the deadline would not be graded for the particular session.

7. MISSING RESULTS

The office of the Deputy Director (Academic Planning & Development) and the Heads of Department in conjunction with individual facilitators will try and resolve most missing result issues. However the following is to be noted:-

- All students who have outstanding results for examinations taken before the 1996/97 session (i.e. under the auspices of COSIT should re-register for those courses to enable them complete their programmes). This is in view of the fact that DLI started being directly responsible for the conduct of examinations and processing of students results from the 1996/97 session. Students who complain of missing results must show evidence of registration for such courses.

8. WITHDRAWAL FROM PROGRAMMES BY DULY REGISTERED STUDENTS

- **Withdrawal by Old Students**

Students are free to withdraw from their programme of study at any time. However, such students will not be entitled to a refund of service charges except any unutilized portion of the module deposit. Where a student is asked to withdraw as a result of poor academic performance, no appeal will be entertained.

- **Withdrawal by New Students**

Fresh students applying to withdraw from the programme within one month of payment of the service charge will forfeit 30% of the payment. All requests to withdraw from the course programme made after one month from the date of payment of service charge will be turned down and the payment already made will not be refunded.

9. REGISTRATION WITH THE UNIVERSITY MEDICAL CENTRE

On registration, students are enrolled in the Tertiary Social Health Insurance Programme (TSHIP). This qualifies them to access medical services at the Medical Centre. It is therefore obligatory that all registered students present themselves for screening at the Medical Centre as a means of ensuring that the students receive medical attention in the event of illness, especially during the Residential period.

Furthermore, all Medical Reports brought from other health facilities must be endorsed by the Director, Health Services of the University before it can be tendered and used for any academic purposes by the Institute.

10. CONDITIONS FOR PAYMENT OF REBATE ON SERVICE CHARGE

- **Absence from Residential Period**

A student who has notified well in advance of inability to be present during the Residential period of the programme would be allowed a 50% rebate. This is applicable to only the old students.

- **Inability to Write Examinations**

Attendance at the Residential Programme but inability to write the examinations with cogent reasons would be entitled to 25% rebate.

- **Inability of New Students to attend the Residential Programme**

Such students would forfeit their fees as there would be no rebate.

11. DEFERMENT OF ADMISSION

- Deferral of admission by new students will not be entertained. Those who fail to take up their admission must re-apply.

- In exceptional circumstances, a request for Deferment by a new intake may be considered provided the applicant has paid the full service charge of the academic year, filled and submitted the Registration Form. A request for deferment of admission under such circumstances would be treated on its own merits.
- New students who are granted Deferment are exempted from paying Leave of Absence Fee. The Service Charge for that year is however, not refundable.

12. LEAVE OF ABSENCE

Only registered students may apply for Leave of Absence subject to payment of the stipulated fee.

- All applications for Leave of Absence must reach the Institute Secretary in the course of the session. Applications received after the Residential period will not be entertained and the student may have to pay the full service charge for the session.
- Students who apply for Leave of Absence in arrears (i.e., after the commencement of the sessional examinations for the session in which the leave is required) will pay the full service charge payable for each year of absence as well as addition N1,000.00 to the leave of absence fee payable per year i.e., N3,000.00 as against N2,000.00 per year, in addition to late registration fee of N10,000.00.
- Applicants for Leave of Absence must complete the prescribed forms in duplicate and attach the copy of receipt of payment of the fees and other necessary supporting documents e.g. Medical certificate, letter of transfer, etc.
- Leave of Absence will not be granted based on flimsy or unsupported reasons. Requests for Leave of Absence will be entertained only for cogent reasons.
- Leave of Absence is usually granted for a specific period of one academic session. Approval may be granted for an extension for an additional one year for good reason, but the student must apply afresh in each case.
- The maximum period of Leave of Absence (i.e., cumulative leave of absence) that can be taken for the whole duration of the programme is three years.

- Any student who has been on unauthorized leave of absence for three consecutive years would be regarded as having voluntarily withdrawn from the Institute.
- Students returning from leave of absence must inform the Institute in writing in good time at the beginning of the session.

13. PROHIBITION OF SALE AND PURCHASE OF HANDOUTS

The Senate of the University of Lagos prohibits the sale of handouts in any form to students. This is a deliberate policy of checking reported cases of exploitation of students. Therefore, students are strongly advised, in their own interest, not to purchase any handout or study materials from lecturers

Copies of any study materials or notes considered useful to students will be made available to the students by the Institute either through the Class representatives or through the Institute's Store. Other relevant Books and Course Texts could also be obtained at the University Bookshop.

14. REGULATIONS GOVERNING AWARD OF FIRST DEGREES

Duration

- The duration of the degree programme shall normally be five years for all the programmes in the Distance Learning Institute.
- For Direct Entry students into year 2, the duration of the degree programmes shall be four (4) years and three (3) years for Direct Entry students into year 3.
- Students are expected to complete the degree programme within a period not exceeding twice the number of years as indicated above (i.e., 6, 8 and 10 years as applicable).

Course Unit

A course unit is defined as equivalent to one hour of instruction per week per semester, or fifteen hours of instruction in a fifteen week semester.

- Every course is identified by a three letter code followed by three numbers, e.g. ACC 210, BUS 211, ECN 326, PAD 111, EDA 411, and the like.

Course Classification

Courses are classified into compulsory and elective.

- A Pre-Requisite course (PR) where specified is one which must be taken and passed before a higher level course is taken. A pre-requisite course may be waived for a suitably qualified candidate by action of Senate.

- A Compulsory Course (C) is one which as the name indicates, is compulsory and must be registered for and passed by the student to obtain the degree.
- An Elective Course (E) is one which may be taken to make up the minimum requirement of units or to increase the choice of courses up to the maximum number of units allowed by the regulation.
- An Audited Course (AUD) is one for which the student did not register but attended its classes. It does not count towards his degree programme. The student may not necessarily take examination in the course.
- A University Required Course (UR) is a course that is compulsory for all students offering degree courses in the University; e.g. The General Studies Courses (GST). A UR course is however not counted towards degree classification.

Note: All students must take and pass 10 units of GST courses before graduation, irrespective of their entry point into the programme.

Continuous Assessment

The progress of a student in each course is continuously assessed by means of tests, written assignments, reports and such other means as may be appropriate and consistent with the objectives, and conduct of the course as determined by the Academic Board of the Institute.

Grading and Final Marks

Each course shall be graded on the basis of 100 marks with proportions of continuous assessment and course examination being determined by the Institute Board. The proportion for continuous assessment varies from 30% to 50%. The minimum pass mark in any course is 40%.

The marks obtained by each student in every course shall be assigned appropriate letter grades and grade points (GP) as follows:

Marks (100%)	Letter Grade	Grade Points
70-100	A	5.00
60-69	B	4.00
50-59	C	3.00
45-49	D	2.00
40-44	E	1.00
0-39	F	0.00

- a. All letter grades and grade points will appear on the results slips and permanent records. The following additional letters shall be used where appropriate.

AUX	-	Audited course only
EX	-	Exempted
WTD	-	Withdrawal from course
INC	-	Incomplete
P	-	Pass
S	-	Sick
A	-	Absent
M	-	Misconduct
D	-	Deferment.

- b. After the seventh week of a session, a student who fails to complete the requirements for any course due to unforeseen reasons approved by the Senate will be given incomplete (INC) grade.
- c. Transcripts of examination results shall be issued to students as appropriate at the end of each session. This is issued after an application is made by a student.

15. EXAMINATION RULES AND REGULATIONS

Examinations constitute a very important aspect of the University activities. Students are therefore advised in their own interest to give the Rules and Regulations guiding examinations, the attention and seriousness they deserve.

The following are some of the Rules and Regulations:

- Candidates must attend punctually at the times assigned to their papers, and must be ready to be admitted into the examination Hall thirty minutes before the time the examination is due to start. Candidates arriving more than thirty minutes after the examination has started shall be admitted only at the discretion of the Chief Invigilator.
- Similarly, except with the special permission of the Chief Invigilator, candidates may not leave the examination hall earlier than 30 minutes of the commencement of the examination. Also, candidates who have not submitted their examination scripts 15 minutes before the end of the examination shall remain seated till the end.
- Candidates must bring with them to the examination hall their own pens and pencils and any other materials, which may be permitted for the particular examination.
- The use of any paper other than the supplied answer sheet is not permitted. All rough work must be done in the answer booklet, and crossed neatly through. Supplementary answer books, even if they contain only rough work must be tied inside the main answer book.
- Answers must be written in English unless otherwise instructed. The answer to each question must be started on a separate page. Before handing in their scripts at the end of the examination, candidates must satisfy themselves that they have inserted in the appropriate places, their examination/matriculation number and number of the questions answered.
- The onus is on each candidate to ensure that his/her script is handed in to the Invigilator before leaving the hall. Except for some other authorized materials they may have brought with them, and the question paper, candidates are not allowed to remove, fold or mutilate any paper or material supplied by the University. In some examinations, candidates may not be allowed to take away the question paper. Only the student's matriculation number shall be used as Examination Number. The student's name should not be entered. Any answer script bearing the candidate's name will NOT be graded and will be considered a case of examination misconduct.

EXAMINATIONS

1. Each course is normally examined at the end of the session in which it is offered.
2. The length of any examination shall be a period of not less than one hour and not more than three hours.

**HARMONIZED PENALTIES/SANCTIONS FOR EXAMINATION MISCONDUCT
(PHYSICAL AND VIRTUAL)**

S/N	MISCONDUCT	PENALTY
1.	Impersonation or Faking of Identities	Expulsion
2.	Smuggling and Possession of Answer Script	Expulsion
3.	Destruction of unauthorized Materials	Expulsion
4.	Attacking or threatening Invigilators	Expulsion
5.	Plagiarism of Content	Expulsion
6.	Tendering unauthentic (fake)document	Expulsion
7.	Auto Coding Software and use of Team Viewer software to take control of students Computer remotely	Expulsion
8.	Hacking of question bank/system resulting to Content Leakage of questions	Expulsion
9.	Screen sharing/Mirroring to other devices/projectors of friends/classmates/family/experts to cheat	Rustication: one (1) session
E	Cheating with Technological Devices/High-Tech Equipment e.g micro bluetooth powered devices-earbuds, augmented reality glasses, invisible smart watches, hard drives, USB among other things	Rustication: one (1) session
11.	Use of Smartphone/Smart Devices and Mobile Education apps, to retrieve automated recommended answers	Rustication :one (1) session
12.	Deliberate obstruction of proctoring Device	Rustication: one (1) session
13.	Presence of Family/Friends in Examination Room	Rustication: one (1) session
14.	Screen sharing/Mirroring to other devices and projectors of friends/classmate/family/experts to cheat.	Rustication: one (1) session

15.	Indecent Dressing(Dressing that does not conform with University Dress Code) Nudity	Rustication: one (1) session
16.	Smoking, drinking and other related vices	Rustication: one (1) session, and Referral to Students Disciplinary Board for Drugs and Drug-Related Offences.
17.	Failure to submit answer script	Rustication: one (1) session
18.	Possession and Copying from jottings of relevant materials on body parts/devices	Rustication: one (1) session
19.	Possession and Copying from unauthorized/written materials	Rustication: one (1) session
20.	Aiding and Abetting others to copy	Rustication: one (1) session
21.	Refusal to submit offending materials	Rustication: one (1) session
22.	Collaborative Copying	Rustication: one (1) session
23.	Refusal to Complete Examination Misconduct Forms	Rustication: one (1) session
24.	Unauthorized communication	1 st Timer: Warning 2 nd Timer: Rustication: One (1) Session
25.	Disruptive Behaviour	1 st Timer: Warning 2 nd Timer: Rustication: One (1) Session
26.	Influencing Examination Official	1 st Timer: Warning 2 nd Timer: Rustication: One (1) Session
27.	Unauthorized Changing of Sitting Position	1 st Timer: Warning 2 nd Timer: Rustication:

		One (1) Session
28.	Possession of mobile telephone(s) and other devices in the examination hall, either in use or not	Rustication: One (1) session
29.	Taking examination in an environment that does not conform with the University Guidelines for Virtual Examination (For example: Writing of examinations in public/private transport, noisy areas etc)	Rustication: One (1) session
30.	Disobeying Examination Instructions	1 st Timer: Warning 2 nd Timer: Rustication: One (1) Session
31.	Recidivism	Expulsion (Except cases listed in 25- 28 above)
32.	Failure to appear before the Misconduct Panel	Suspension for 1 Session after which non-appearance leads to expulsion
33.	Other related acts of Examination Misconduct not specifically stated	*Penalty shall be determined based on the recommendation of the Misconduct Panel.

Failure to take Examination in Course Registered for

A student who fails to take examination in courses for which the student have registered, without giving a reason accepted to the Board of Studies of the Faculty, is deemed to have failed the course.

Failure to Register for a Course in which a Student has Taken an Examination

If a student takes an examination in a course for which the student has not registered, no grade will be credited to such student.

REGRAIDING OF SCRIPTS AFTER AN EXAMINATION

Any student who wants his or her script in any Course to be re-graded must apply in writing to the Head of Department. Such application attracts a payment of

N10,000.00 which must be made to the Institute. In addition, the student must pay for the postal charges which is used to mail his or her script to an assigned external expert for re-marking. The student should be sure of his or her claim of irregular or erroneous marking before applying since his or her application does not guarantee success in the Course, except where the claims are genuine. Also, the process may take some time when external assessors delay in carrying out the assignment. However, the Head of Department is expected to follow-up on the assessor to avoid unnecessary delay.

16. ACADEMIC STANDING

1. The maximum periods a student can spend in studying Economics or Public Administration at the undergraduate level are itemized below:

For 3-year programme - 6 sessions

For 4-year programme - 8 sessions

For 5-year programme - 10 sessions

2. Any student whose Grade Point Average (GPA) is less than 1.00 for the first year shall be placed on probation.
3. A 100-level student whose sessional GPA is less than 1.00 for two consecutive sessions will be asked to withdraw from the course. This also applies to students admitted by Direct Entry.
4. Any student desiring transfer from one course to another shall not be admitted if it is certain that the student cannot complete the programme and graduate within the stipulated period for the course as in (1) above.

Computing the Grade Point Average and Cumulative Grade Point Average

The grade point average (GPA) is derived by calculating the average weighted score for all courses in a particular session. The average weighted score is obtained by dividing the weighted score by the total credit units.

The cumulative grade point average (CGPA) shall be obtained by: -

- a. Multiplying the grade point assigned to the letter grade obtained in each course by the number of units assigned to the course to arrive at the weighted score for each course.
- b. Adding the weighted scores for all courses taken up to that time.
- c. Dividing the total weighted score by the total number of units.

If a student registers for and takes the examination in the following courses:

Course Code	Units	Grades	Weighted	Scores
FSC 111	3	5.0	3 × 5.0	= 15
FSC 112	3	5.0	3 × 5.0	=15
FSC 113	2	4.0	2 × 4.0	= 8
FSC 114	2	5.0	2 × 5.0	= 10
FSC 115	2	2.0	2 × 2.0	= 4
STE 112	2	3.0	2 × 3.0	= 6
GST 105	2	2.0	2 × 2.0	= 4
Total	16			62

The student's GPA is $62/16 = 3.88$ for the first session. This GPA of 3.88 places the student in Second Class Upper. For the second session, assuming the student offers a total of 20 units and the students weighted score 84, the GPA for that session will be 4.20. To obtain the cumulative GPA for the two sessions (two years), add 62 and 84 together and divide the total which is 146 by $(16 + 20 = 36 \text{ units})$ to get 4.06. This implies that the student has improved on the first session performance.

Graduation Requirements

The B.Sc. (Hons) Economics / Public Administration shall be for five (5) years. For a candidate to be awarded the B.Sc. Economics or B.Sc. Public Administration, he/she must have passed the following;

- i. All Compulsory Courses
- ii. Year 1 entry - 144 units minimum
- iii. Year 2 entry - 108 units minimum
- iv. Year 3 entry - 80 units minimum

17. CLASSIFICATION OF DEGREE

1. For the purpose of classification of degree, all courses taken by a student shall count except University courses requirements and those courses pass/fail. Degree classification shall be on the cumulative grade point average obtained by each student as follows:

First Class	4.50 - 5.00
Second Class Upper	3.50 - 4.49
Second Class Lower	2.40 - 3.49
Third Class	1.50 - 2.39
Pass	1.00 - 1.49

2. A student who has fulfilled all the course requirements by passing the required number of Course units, but whose final cumulative GPA is below 1.00, may be awarded a pass degree.

Conditions for the Award of Degrees

The programme of course offered by the Distance Learning Institute which leads to the award of a Bachelor of Science (Honors) Degree is based on performance and good conduct.

LIST OF FACILITATORS FOR ECONOMICS PROGRAMME

ACADEMIC STAFF	QUALIFICATION	DESIGNATION	AREA OF SPECIALIZATION
Babatude S. Adekunle	B.Sc., M.Sc., Ph.D.	Lecturer I (COORDINATOR)	Monetary Economics
Risikat O.S. Dauda	B.Sc., M.Sc., Ph.D.	Adj. Professor	Development Economics
Muibi O. Saibu	B.Sc., M.Sc., Ph.D.	Adj. Professor	Economic Theory Public and Islamic Finance Energy Economics Development Economics
Wakeel Isola	B.Sc., M.Sc., Ph.D.	Adj. Professor	Industrial Economics Project Analysis & Evaluation Production Economics Economic Theory
Olatunji Babatola	B.Sc., M.Sc., Ph.D.	Adj. Professor	Population Economics Geography and Tourism
Johnson A. Adewara	B.Sc ED., M.Sc., Ph.D.	Associate Professor	Statistical Quality Control, Process Control, Statistical Distribution, Quality Assurance in ODL
Wasiu B. Adeoye	B.Sc., M.Sc., Ph.D.	Adj. Associate Professor	Economic Theory Applied Econometrics Public Sector Economics Monetary Economics
Babatunde O. Oke	B.Sc., M.Sc., Ph.D.	Adj. Associate Professor	Development Finance, Financial Economics, Capital Market.
Isaac. Nwaogwugwu	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Public Sector Economics Financial Economics

			Economic Theory Applied Statistics
Ernest S. Odior	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Econometrics Development Economics Monetary Economics
Kazeem B. Ajide	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Development Economics Energy Economics Institutional Economics Quantitative Economics
Funso S. Ayadi	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Environmental Economics Resource Economics Quantitative Economics
Joseph A. Omojolaibi	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Economic Theory Environmental & Energy Economics Macroeconomic Modelling
Augustine. Agugua	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Constitutional Right project/ Juvenile Justice administration
Pius. Adejoh	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Peace and conflict studies
AnthoniaT. Odeleye	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Financial/Monetary Economics and Development Economics
Peter Olayiwola	B.Sc., M.Sc., Ph.D.	Senior Lecturer	Strategic Management and Entrepreneurship.
Titilayo Egunjobi	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Development Economics Economic Theory Economics Mathematics
David M. Oke	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Development Economics Macroeconomics Energy Economics Applied Econometrics
Taiwo V. Ojapinwa	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Macroeconomics Financial Economics Development Economics
Tunde Bakare-Aremu	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Financial Liberalisation and Macroeconomics
Ayodele Shittu	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Economics of Entrepreneurship, Economic Theory

			Development Economics Innovative & Entrepreneurship Economics
Joy O. Ekwoaba	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Industrial relations and Personnel Management
Mathew B. Ogunniyi	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Financial Economics Development Economics Quantitative Economics
Ademola A. Adebisi	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	International Monetary Economics Macroeconomics Mathematical Economics
Samuel O. Oladipo	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Development Economics Transport Economics Public Finance Entertainment Economics
Jean Balouga	B. Com., M.A., Ph.D.	Adj. Lecturer I	Energy Economics Economic Theory Statistic Theory
Samuel O. Ajuwon	B.Sc., M.Sc., Ph.D.	Adj. Lecturer II	Development Economics & Finance Energy & Petroleum Economics
Adebayo Adedokun	B.Sc., M.Sc., Ph.D.	Adj. Lecturer II	Economic Theory International Trade Development Economics
Lukman O. Oyelami	B.Sc., M.Sc., Ph.D.	Lecturer II	International and Developmental Economics
Anthony Osobase	B.Sc., M.Sc., Ph.D.	Adj. Lecturer II	Development Finance Financial Economics Monetary Economics Macroeconomics
Elizabeth F. Ajayi	B.Sc., M.Sc.	Adj. Asst. Lecturer	Labour Economics Development Economics
Onyebuchi Iwegbu	B.Sc., M.Sc.	Adj. Asst. Lecturer	Macroeconomic Theory Economics

**COURSE ADVISERS FOR ECONOMICS PROGRAMME FOR 2019/2020
ACADEMIC SESSION**

S/N	NAME	LEVEL
1	Dr. Adewara, Johnson Ademola	100
2	Dr. Oyelami, Lukman Oyeyinka	200
3	Dr. Adekunle, Babatunde Sunday	300
4	Dr. Oyelami, Lukman Oyeyinka	400
5	Dr. Adekunle, Babatunde Sunday	500

LIST OF FACILITATORS FOR PUBLIC ADMINISTRATION PROGRAMME

NAME OF LECTURER	QUALIFICATIONS	DESIGNATION	SPECIALIZATION
Adekunle, Babatunde S.	B.Sc., M.Sc., Ph.D.	Lecturer I (COORDINATOR)	Monetary Economics
Akinboye, Solomon	B.Sc., M.Sc., Ph.D.	Adj. Professor	International Relations; Political Economy
Onuoha, Browne	B.Sc., M.Sc., Ph.D.	Adj. Professor	Comparatives Politics; Political Theory
Ologbenla, Derin K.	B.Sc., M.Sc., Ph.D.	Adj. Professor	Political Economy; National Politics
Bammeke, F.	B.Sc., M.Sc., Ph.D.	Adj. Professor	Sociology
Oyebade, S. A.	NCE, B.Ed. M.Ed. Ph.D.	Adj. Professor	Education Administration & Management
Odukoya, Adelaja	B.Sc., M.Sc., Ph.D.	Adj. Assoc. Professor	Political Economy; Comparative Politics
Adeyanju, J. A.	NCE, B.Ed. M.Ed. Ph.D.	Adj. Senior Lecturer	Education Administration & Management
Ugoh, Samuel C.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Public Administration; Comparative Politics
Okeke, Godwin S.M	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	International Relations; National Politics
Eesuola, Segun O.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Political Theory; Comparative Politics
Quadri, Maryam O.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Public Administration; National Politics
Awosika, Felix O.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Public Administration; International Relations
Eneanya, Augustine N.	B.Sc., M .Sc., Ph.D.	Adj. Senior Lecturer	Public Administration
Ashiru, 'Dele	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Political Theory; Political Economy
Fagbohunbe, Bamikole	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Psychology
Fadakinte, Mojibayo M.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Political Theory; Comparative Politics
Ottoh, Ferdinand O.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	International Relations; Comparative Politics

Onah, Emmanuel I.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Comparative Politics; Public Administration
Gabriel A. Akinbode	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Psychology
Anyim, Festus C.	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Industrial Relations and Personnel Management
Jide Oluwajuyitan	B.Sc., M.Sc., Ph.D.	Adj. Senior Lecturer	Comparative Politics; African Politics
Odubajo, Adetola F.	B.Sc., M.Sc., Ph.D.	Adj. Lecturer 1	International Relations; Comparative Politics
Aderonke Majekodunmi	B.Sc, M.Sc	Adj. Lecturer 1	Gender Politics; African Politics
Sunday Oni	B.Sc., M.Sc., Ph.D.	Adj. Lecturer I	Public Administration; Governance
Augustine Agugua	B.Sc., M.Sc.	Adj. Lecturer I	Sociology
Pius Adejoh	B.Sc., M. Sc	Adj. Lecturer	Sociology
Bestoyin O. Kareem	B.Sc. M.Sc.	Asst. Lecturer	Comparative Politics; Public Administration; African Politics
Abasili, Celestine O.	B.Sc., M.Sc.	Asst. Lecturer	Public Administration; National Politics; Governance Studies
Adegbite, Kehinde J.	B.Sc. M.Sc.	Asst. Lecturer	Public Administration
Adenuga, Adetoun	B.Sc., M.Sc.	Asst. Lecturer	Comparative Politics; African Politics

**Names of Course Advisers for Public Administration Programme for 2019/2020
Academic Session**

S/N	NAME	LEVEL
1	Kareem, Olawale Bestoyin	100
2	Adegbite, Kehinde John	200
3	Abasili, Celestine Okwudili	300
4	Adenuga, Adetoun E.	400
5	Kareem, Olawale Bestoyin	500

LIST OF ADMINISTRATIVE AND TECHNICAL STAFF

Administrative staff

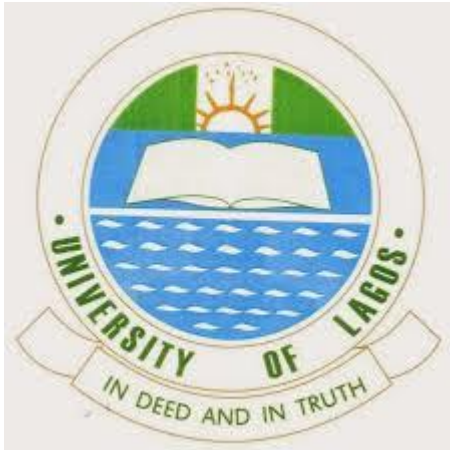
S/N	NAME OF STAFF	RANK	QUALIFICATIONS
1	Mrs. Akinyeye, Adeola A.	Principal Assistant Registrar/Institute Secretary	B. A. (IFE), M.A. (IBADAN)
2	Olaleye, Adebayo I.	Principal Accountant	B.Sc., M.Sc. (UNILAG), FCA
3	Boriowo, Olajide	Asst. Chief Executive Officer (Accts.)	ND (YABATECH), B.Sc., (UNILAG)
4	Dada, Olusegun I.	Senior Assistant Registrar	L.L.B, L.L.M (UNILAG)
5	Aju, Sola	Senior Assistant Registrar	B.Sc. (UNAD), MILR, M.Sc. (UNILAG), ACIPM
6	Ajoku-Okoro, Viviano O.	Principal Executive Officer I	B.A., M.A. (UNILAG)
7	Ikenye, Michael I.	Principal Executive Officer I (Accts.)	HND (YABATECH), PGD
8	Adunola, B. Abosedo	Asst. Chief Data Processing Officer	Advanced Dipl. in ADCASA, B.Ed. (UNILAG)
9	Aremu Modupe S.	Asst. Chief Data Entry Operator	B.Sc. (UNILAG)
10	Ohiomoba, Cecilia	Principal Data Processing Officer	Advance Dipl. In Computer & Secretarial Study (UNILAG)
11	Odebo, Mathew Oluwaseun	Principal Executive Officer I (Accts.)	B.Sc. (UNILAG)
12	Oloruntoba, Theophilus	Principal Executive Officer II	B.Sc. (LASU), Advance. Dip. Public Admin. (OAU)
13	Akinola, Sylvester	Asst. Chief Executive Officer (Accts.)	HND (Kwara Poly)
14	Ifarajimi, Oluwaseun F.	Principal Executive Officer II (Accts.)	B.Sc. (OOU)
15	Idoko, Cyprian E.	Principal Executive Officer II	Dipl. In Comp., B.Sc. (UNILAG)
16	Lamidi Ismaila A.	Principal Executive Officer II	B.Sc. (UNILAG)
17	Shodeinde J. Bolaji	Senior Accountant	B.A., M.Sc. (UNILAG), ACA
18	Adeloye, Gabriel	Senior Accountant	B.Sc. (EKPOMA),

	O.		(ANAN)
19	Adegbiji, Peter A.	Administrative Officer I	OND (YABATEC), B.Sc. (LASU), PGD (UNILAG)
20	Amusa, Esther	Senior Executive Officer	B.Sc., MILR (UNILAG)
21	Ukuanovwe, Akponovo N.	Administrative Officer I	B.Sc. (Ed.) (UNILAG)
22	Apena, Fatimoh A.	Accountant I	B.Sc., M.Sc. (UNILAG)
23	Ibraheem, Akeem	Accountant I	B.Sc. (LASU)
24	Joshua Omoshola	Chief Operating System	B.Sc. Mass Com
25	Adekoya Adebanye	Higher Executive Officer	B.Sc. (UNILAG)
26	Ijie Anthony N.	Assist. Chief Data Processing Officer	Adv. Dipl. in Computer & Mgt.
27	Ogbonnah, Josephine C.	Assist. Chief Data Processing Officer	Adv. Dipl. in Desktop Mgt.; OND
28	Alao, Leah A.	Senior Data Processing Officer	HND (YABATECH), B.Sc. (UNILAG)
29	Shittu, Babatunde B.	Senior Library Officer	B.Sc. (UNN), Dipl. In Lib. Info Sc. (UNILAG)
30	Gold Edward Akotamenre	Assistant Chief Executive	B.A. (IBADAN), MPA (UNILAG)
31	Aikpokhio, Monday	Higher Executive Officer	OND (THE POLY, IBADAN), B.Sc. (LASU)
32	Olaore Abiola	Studio Manager	B.A. (IBADAN), Profe. Cert. in Media Tech.
33	Daniel, Eyo Daniel	Chief Porter	B.Sc. (UNILAG)
34	Odufuye, Samuel	Senior Transport Officer	Trade Test III, II, I
35	Ayandokun, Moses A.	Senior Transport Supervisor	Trade Test III, II, I
36	Jaiyeola, Rose	Senior Typist I	Advance Course in Comp. (UNILAG)
37	Kehinde, Elizabeth Adejoke	Senior Data Entry Operator	Advanced Diploma in Comp. (FCET Akoka)
38	Adeusi, Adebayo J.	Chief Clerical Officer	S.S.C.E.
39	Ogbe, B. Kehinde	Supervisor Porter	Dipl. in Security Management
40	Fasasi, Titilayo F.	Administrative Assistant I	S.S.C.E., Adv. Dipl. in Comp Administration, (UNILAG)

41	Olubode, Oludare A.	Administrative Assistant I	S.S.C.E.
42	Lawson, Olayiwola	Senior Transport supervisor	Trade Test III, II, I
43	Nosakhare, Eghosa F.	Senior Driver I	Trade Test III, II, I
44	Bakare, Bashiru	Senior Driver I	Trade Test III, II, I
45	Nwankwo C. Eucharia	Administrative Assistant II	S.S.C.E.
46	Godwin Kammah	Administrative Assistant II	S.S.C.E., OND in Computer Science (LASPOLY)
47	Shoyombo, Helen I.	Senior Porter	S.S.C.E.
48	Okoli, Celestina Udoka	Chief Porter	S.S.C.E.
49	Ikpon-Nyono Grace	Office Assistant I	S.S.C.E.
50	Jones, Ubong S.	Transport Supervisor	S.S.C.E. Trade Test III, II, I

Technical staff

S/N	NAME OF STAFF	RANK	QUALIFICATION
1	Ilesanmi, Oludare M.	Assistant Chief Technical Officer	NCE (FCT, AKOKA), B.Sc. (UNAD)
2	Fambegbe, Emmanuel	Senior Systems Analyst	B. Tech. (FUTA)
3	Ileogben, John	Senior Workshop Supervisor	Trade Test III, II, I
4	Olawale, Kazeem	Higher Technical Officer	HND (YABATECH)



DISTANCE LEARNING INSTITUTE
UNIVERSITY OF LAGOS

ECONOMICS

COURSE TITLES, COURSE CODE AND COURSE DESCRIPTION

B.Sc. ECONOMICS PROGRAMME

YEAR ONE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
ECN 131	Introductory Economics I	C	3
ECN 132	Introductory Statistical Methods	C	3
ECN 133	Introductory Mathematics for Economists	C	3
ECN 142	Introduction to the Nigerian Economy	C	3
POL122	Organization of Government: The Citizen and the State	C	2
GST 102	Philosophy, Logic and Philosophy of Science	C	2
GST 105	Use of English	C	2
GST 201	General African Studies	C	2
ACC 111	Introduction to Accounting	C	2
ECN 141	Introductory Economics II	C	3
Electives (Minimum of 11 units)			
POL 111	Introduction to Political Science	E	2
SOC 111	Introduction to Sociology	E	3
PSY 111	Introduction to Psychology I	E	3
GRY 116	Introduction to Human Geography	E	3
ESM 111	Introduction to Real Estate Investment Management I	E	2
ESM 121	Introduction to Real Estate Investment Management I	E	2
PSY 121	Introduction to Psychology II	E	3
SOC 121	Introduction to African Societies & Culture	E	3
ACC 121	Introduction to Cost Accounting	E	2
TOTAL UNITS OF COMPULSORY COURSES			25
TOTAL UNITS OF ELECTIVE COURSES			11

YEAR ONE - OLD CURRICULUM		
COURSE CODE	COURSE TITLE	STATUS
BUS 211	Introduction to Management	3*C
ECN 111	Principles of Microeconomics	3*C
ECN 121	Principles of Macroeconomics	3*C
GRY 107	World Economics Geography	2*C
IRP 210	Introduction to Industrial Relations	3*C
POL 101	Introduction to Political Science	3*C
SOC 111	Introduction to Sociology	4*C
GST 102	Philosophy and Logic	2*C
GST 105	Use of English 1	2*C
GST 201	General African Studies	2*C
	Total	27

YEAR TWO - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
ECN 232	Principles of Microeconomics	C	3
ECN 233	Mathematics for Economists I	C	3
ECN 236	Statistical Methods and Applications	C	3
ACC 211	Principles of Financial Accounting	C	2
GST 214	Basic Computer Studies	C	2
ECN 242	Principles of Macroeconomics	C	3
BUS 261	Management and Business Environment	C	3
*GST 102	Philosophy, Logic and Philosophy of Science	C	2
*GST 105	Use of English	C	2
*GST 201	General African Studies	C	2
Electives (Minimum of 9/7* units)			
FIN 210	Introduction to Finance	E	2
ECN 234	Introduction to Labour Economics	E	3
ACC 221	Elements of Cost Accounting	E	2
IRP 241	Introduction to Human Resource Management	E	2
FIN 220	Introduction to Money and Banking	E	2
ECN 246	Elements of Financial Economics	E	2
BUS 251	Principles and Practices of Management	E	3
TOTAL UNITS OF COMPULSORY COURSES			19/25*
TOTAL UNITS OF ELECTIVE COURSES			9/7*

***Additional Courses to be taken by DE2 Student**

YEAR TWO - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ACC 210	Principles of Accounting	3*C
ECN 211	Microeconomics	3*C
ECN 212	Statistical Methods and Applications	3*C
ECN 213	Basic Mathematics for Economists I	3*C
ECN 221	Macroeconomics	3*C
ECN 225	Labour Economics	3*C
FIN 210	Introduction to Finance	2*C
FSC 103	Introduction to Computer	3*C
GST201	General African Studies I	2*C
GST 214	Basic Computer	2*C
Total		25/27

YEAR THREE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
ECN 333	Development and Economics	C	3
ECN 243	Applied Economics	C	3
ECN 244	History of Economic Thought	C	3
ECN 331	Microeconomic Theory	C	3
ECN 332	Mathematics for Economists II	C	3
ECN 344	Research Methods in Economics	C	3
SIW 301	SIWES	C	3
**GST 102	Philosophy, Logic and Philosophy of Science	C	2
**GST 105	Use of English	C	2
**GST 201	General African Studies	C	2
**GST 214	Basic Computer Studies	C	2
Electives (Minimum of 7/5*/3** units)			
ECN 338	Introduction to International Economics	E	2
ECN 339	Introduction to Monetary Economics	E	2
ECN 347	Principles of Public Finance	E	2
ECN 340	Health Economics	E	2
ECN 335	Public Sector Economics	E	2
ECN 336	Introduction to Environmental Economics	E	2
ECN 337	Introduction to Environmental Economics	E	2
ECN 330	Economic Optimization Models	E	2
TOTAL UNITS OF COMPULSORY COURSES			21/21*/29**
TOTAL UNITS OF ELECTIVE COURSES			7/5*/3**

****Additional Courses to be taken by DE3 Students**

YEAR THREE - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ACC 220	Elements of Cost Accounting	3*C
ECN 222	Statistical Methods and Applications II	2*C
ECN 223	Basic Mathematics for Economics II	2*C
ECN 224	History of Economic Thought I	2*C
ECN 311	Intermediate Microeconomics	3*C
ECN 313	The Structure of Nigerian Economy	2*C
ECN 314	Principles of Public Finance	2*C
ECN 316	Monetary Economics	3*C
ECN 318	International Trade	2*C
ECN 319	Industrial Economics I	2*C
	Total	23

YEAR FOUR - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
ECN 341	Macroeconomic Theory	C	3
ECN 343	History of Economic Thought II	C	3
ECN 463	Fiscal Policy and Management	C	3
ECN 345	Project Evaluation and Analysis I	C	3
ECN 334	Introduction to Econometrics	C	3
GST 307	Entrepreneurship and Corporate Governance	C	2
Electives (Minimum of 10/8*/6** units)			
ECN 342	Monetary Policy	E	2
ECN 349	Transport Economics	E	2
ECN 458	Advanced International Economics	E	2
ECN 459	Advanced Monetary Economics	E	2
ECN 460	Petroleum and Energy Economics	E	2
ECN 348	Introduction to Population Economics	E	2
ECN 360	Urban and Regional Economics	E	2
ECN 454	Economics of Production	E	2
ECN 455	Natural Resources Economics	E	2
ECN 456	Advanced Statistical Theory	E	2
ECN 457	Advanced Industrial Economics	E	2
TOTAL UNITS OF COMPULSORY COURSES			17/17*/17**
TOTAL UNITS OF ELECTIVE COURSES			10/8*/6**

YEAR FOUR - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ECN 312	Economic Statistics	2*C
ECN 315	History of Economic Thought II	2*C
ECN 321	Intermediate Macroeconomics	3*C
ECN 323	Problems of Nigerian Economy	2*C
ECN 324	Theories and Practice of Public Finance	2*C
ECN 325	Introductory Econometrics	2*C
ECN 326	Monetary Theory and Policy	2*C
ECN 327	Intermediate Mathematical Economics	2*C
ECN 329	Industrial Economics II	2*C
ECN 412	Development Economics	3*C
ECN 414	Project Development & Financial Analysis	2*C
GST 307	Entrepreneurship & Corporate Governance	2*C
Total		26

YEAR FIVE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
ECN 451	Advanced Microeconomics	C	3
ECN 452	Structure of the Nigerian Economy	C	3
ECN 453	Development Planning	C	3
ECN 488	Research Project	C	3
ECN 461	Advanced Macroeconomics	C	3
ECN 462	Project Evaluation and Analysis II	C	3
Electives (Minimum of 7 units)			
ECN 464	Advanced Econometrics	E	2
ECN 469	Advanced Monetary Policy	E	2
ECN 450	Advanced Mathematical Economics	E	2
ECN 465	Advanced Population Economics	E	2
ECN 466	Creative Economics	E	2
ECN 467	Advanced Labour Economics	E	2
ECN 468	Political Economics	E	2
TOTAL UNITS OF COMPULSORY COURSES			18/18*/18**
TOTAL UNITS OF ELECTIVE COURSES			7/7*/7**

YEAR FIVE - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ECN 308	Entrepreneurial Development	2*C
ECN 322	Advanced Statistical Research Methods	2*C
ECN 411	Advanced Macroeconomics	3*C
ECN 413	Development Problems and Policies	2*C
ECN 415	Fiscal Policy and Management	2*C
ECN 417	Econometric Methods	2*C
ECN 418	Advanced Trade Theory	2*C
ECN 420	Research Project	4*C
ECN 421	Advanced Macroeconomic Theory	3*C
ECN 423	Comparative Economic Systems	2*C
ECN 424	Economic and Social Analysis of Project	2*C
ECN 425	Production Economics	2*C
ECN 431	Advanced Industrial Relations	2*C
ECN 444	Advanced Mathematical Economics	2*C
	Total	32
	TOTAL UNITS TO GRADUATE (+ GSTs)	134

Summary of Number of Units for B.Sc. Economics (Year 1)

Level	Units of Compulsory Courses	Units of Elective Courses	Total
100	25	11	36
200	19	9	28
300	21	7	28
400	17	10	27
500	18	7	25
TOTAL	100	44	144

Summary of Number of Units for B.Sc. Economics (Direct Entry Year 2)

Level	Units of Compulsory Courses	Units of Elective Courses	Total
200	25*	7*	32*
300	20*	6*	26*
400	17*	8*	25*
500	19*	6*	25*
TOTAL	81*	27*	108*

Summary of Number of Units for B.Sc. Economics (Direct Entry Year 3)

Level	Units of Compulsory Courses	Units of Elective Courses	Total
300	29**	3**	32**
400	17**	6**	23**
500	18**	7**	25**
TOTAL	64**	16**	80**

Note: ALL STUDENTS IRRESPECTIVE OF MODE OF ENTRY MUST PASS 10 UNITS OF GST (GST 102; GST 105; GST 201; GST 214 AND GST 307).

B.Sc. (Hons.) ECONOMICS

COURSE CONTENT

ECN 131: Introductory Economics I **3 Units**

Nature and scope of Economics; the problems of economic theory; comparative economic systems (Capitalism, Socialism and Mixed Economy); Economic theory and economic policies; functions of economic system; basic tools of economic analysis; The elementary theory of demand and supply; Elasticity of demand and supply; the theory of consumer behaviour; the theory of production, the theory of cost; market structures; the theory of distribution.

ECN 132: Introductory Statistical Methods **3 Units**

Nature and scope of statistics and its role in social sciences research; basic concepts- discrete and continuous variables, constants, number accuracy and approximation, Population and samples; types of sampling; collection of data; tabular and diagrammatic presentation of data; location and variation, Measures of central tendency.

ECN 133: Introductory Mathematics for Economists **3 Units**

Set theory; relations and algebraic operations and economic applications of various types of algebraic functions; series and sequences and their applications in economics; Matrix Algebra and special matrices; introduction to calculus of algebraic functions of single variable with applications to marginal analysis and optimization in Economics.

ECN 141: Introductory Economics II **3 Units**

Basic concepts of Macroeconomics; the circular flow of income and systems of national income accounting; basic Keynesian model and national income determination; consumption, savings and investment functions; fiscal and monetary policy; trade, balance of payments, inflation, unemployment, growth and development.

ECN 142: Introduction to the Nigerian Economy **3 Units**

The application of the economic principles discussed in introductory economics I & II to Nigerian and other relevant economics. Emphasis will be placed in interpretation of data and analyzing current economic problems and invents using the basic economic principles and theories

ECN 231: Principles of Microeconomics **3 units**

Scope and methodology of economic systems; Demand and supply analysis; Consumer demand, Revenue and elasticity of demand; Cobb-web model;

Consumer behaviour (Cardinal and Ordinal approach); Theory of production; Theory of cost, pricing, and output determination under the market systems; Theory of distribution; General equilibrium theory; Introduction to mathematical general equilibrium theory; Operation of factor markets, Money and banking.

ECN 232: Mathematics for Economists I

3 Units

This course is intended to review and carry out a more advanced treatment of topics covered at the 100 level, namely; derivatives and uses of derivatives in mathematics and Economics; calculus of multivariable functions in economics; Lagrange multiplier and constrained optimization in economics; exponential and logarithmic functions in Economics; fundamentals of linear (of matrix) algebra; Matrix inversion.

ECN 233: Statistical Methods and Applications

3 Units

Probability and probability distributions; sampling and significance tests-sample spaces, sampling with and without replacement, one and two tailed tests; small sampling theory and student distribution; correlation and regression; index numbers; chi square distribution; fitting methods of least squares; time series analysis; ANOVA and F statistics. Questionnaire design, Coding questionnaire, Data cleaning, Descriptive statistics, Chi-Square, t test and ANOVA, binary, ordered and multinomial logit/probit. Setting up a pool work-file and working with pooled data, Factor analysis and principal components analysis

ECN 234: Introduction to Labour Economics

3 Units

Labour economics-some basic concept; overview of the labour market-definition, facts and trends and how the labour markets works; Demand for Labour; Labour demand elasticity; frictions in labour market; supply of labour to the economy-the decision to work; labour supply- household production, the family and the life cycle; compensating wage differentials and labour markets

ECN 241: Principles of Macroeconomics

3 Units

Concepts of macro-economic; schools of macro-economic; thought accounting; the theory of national income determination-basic models; investment expenditures and income determination; government fiscal activities and income determination; production and employment sector; monetary sector-money supply and demand and monetary equilibrium; economic planning, growth and development; IS-LM framework: equilibrium in the expenditure and monetary sectors.

ECN 242: History of Economic Thought I**3 Units**

This course is a survey of world economic history, and it introduces economics students to the subject matter and methodology of economic history. It is designed to expand the range of empirical settings in students' research by drawing upon historical material and long-run data. Topics are chosen to show a wide variety of historical experience and illuminate the process of industrialization. Economic thought-social environment and economic ideas Comparative survey and assessment of development of economic thought from Mercantilism; Physiocratic thought and classical economies; the Marxian school; positive and welfare economics; institutionalism and the Keynesian School; to contemporary development in economics and prospects for the future; African economic thought and the challenges of Third World Development.

ECN 243: Applied Economics**3 Units**

The application of economic principles to developing countries with special reference to development problems of especially Africa and Nigeria, Comparative system, characteristics of developing countries, social and environmental issues in developing countries. Issues of poverty and unemployment and policy challenges in addressing such issues in developing countries

ECN 244: Elements of Financial Economics**2 Units**

The Nigerian Financial system and financial intermediation - Direct and Indirect routes. Overview of the financial system markets and institutions; The money and capital markets. Market for equities, debts and derivatives. The primary and secondary arms of the capital market. Capital market institutions - the Securities and Exchange Commission and the Nigerian Stock Exchange. Trading in government securities and the open market operation of the Central Bank of Nigeria. The financial markets and economic stabilisation.

ECN 331: Microeconomic Theory**3 Units**

This is an advance treatment of topics in ECN 231, the topics include: Economic models, verification of the model and mathematical optimization; choice and demand: preference and utility, utility maximization and choice, income and substitution effect, demand relationship among goods; Production and supply: production functions, cost functions and profit maximization; competitive markets; the partial equilibrium competitive model, traditional models of imperfect competition and game theory models of pricing; pricing in inputs markets: labour markets and capital markets; uncertainty applied

competitive analysis, general equilibrium and welfare; information and externalities: uncertainty and risk aversion, externalities and public goods and political economics.

ECN 332: Mathematics for Economists II

3 Units

Introduction: The Nature of Mathematical Economics; Economic Models; Static (or equilibrium) analysis; Equilibrium Analysis in Economics; Linear Models and Matrix algebra; Linear Models and Matrix Algebra; Comparative statics and the concept of derivative; Rules of differentiation and their use in Comparative Statics; comparative-static analysis of general-Function models; Optimization problems; Optimization: A special variety of equilibrium analysis; exponential and logarithmic functions; the case of more than one choice variable; Optimization with equality constraints; Further Topics in Optimization; Economic dynamics and integral calculus; Continuous time: First-Order differential equations; Higher-Order differential equations; Discrete Time: First-Order Difference Equations; Higher-Order Difference Equations; Simultaneous Differential Equations and Difference Equations; Optimal Control Theory

ECN 333: Economic Development Theory

3 Units

Definitions of economic growth and the concepts of development; characteristics of underdeveloped economies Measurement and human development indices, Comparative economic development; classic theories of economic and development; contemporary models of development and underdevelopment; poverty, inequality and development; population growth and economic development; urbanization and rural urban migration: theory and policies; optimal industrial development strategies and synthesis of major factors in modern economic development.

ECN 334: Introduction to Econometrics

3 Units

Definition scope and division of econometrics, methodology of econometric research. Classical assumptions of ordinary least squares approach to regression analysis, its violation and corrections Significant tests and confidence intervals for the estimates; time series analysis; multiple regression analysis; model building, model specification, basic data handling and working with data, data examination, series generation (series transformation). Estimating a regression model, hypothesis testing, diagnostics tests (coefficient residual and stability), forecasting from an estimated equation, Long-run covariance and unit root test, Cointegration test, granger causality, error correction mechanism ECM, VECM, VAR, SVAR, variance decomposition, impulse response function and basic panel analysis,

estimating a panel equation and panel equation testing, panel unit root testing, panel co-integration test.

ECN 335: Public Sector Economics

2 Units

Public sector production and consumption decisions; Concepts of optimizing government spending and the criteria for public investment; Public goods and its efficient provision; evaluation of government expenditures; externalities; political economies: direct democracy, representative democracy and explaining government growth; public debt burden and management; fiscal federalism and the problems intergovernmental fiscal relation; strength and weakness of fiscal policy in developing countries with special reference to Nigeria; use of fiscal policy for economic stabilization, its limitations and its effectiveness.

ECN 336: Introduction to Environmental Economics

2 Units

Introduction: what is environmental economics?, the economic analysis, incentives to household and industry; the design of environmental policy; the economy and the environment: natural resource economics, the environment as an economic and social asset; environment and growth, valuing environment, economic globalization and the environment, emissions, ambient quality and damages, types of pollutants; Analytical tools-benefits and cost, economics of environmental quality. (Environmental economics)

ECN 337: Introduction to Industrial Economics

2 Units

The aim of the course is to understand the structure, conduct, and performance of firms by studying analytical models of imperfect competition, determinants of industrial structure, entry in strategic settings, government regulation of natural monopolies, and markets with asymmetric information. The main subjects include industrial structure and market conduct; growth diversification, innovation and merger activities; investment decisions; pricing and marketing; Input-output analysis; definition and measurement of Herfindahl Index; location of industry; Structure, conduct, performance models and contestable models.

ECN 338: Introduction to International Economics

2 Units

Introduction to the theory of trade and international finance incorporating presentation of various theories of international trade, foreign trade protection, economic integration, balance of payments foreign aid capital flows; the uses of international economics in explaining contemporary international relations and diplomacy

ECN 339: Introduction to Monetary Economics **2 Units**

Monetary theory: Money and finance; the Demand for Money; Narrow and Broad definition of money, Supply of money; interest rate determination, application of Keynesian Framework and the *IS-LM* Model to monetary policy analysis; the theory of money: demand for money,; the liquidity trap; Transmission Mechanisms of Monetary Policy: External reserves management, Foreign exchange market;

ECN 342: Macroeconomic Theory **3 Units**

This is an advanced treatment of topics in ECN 241, the topics include: determination of aggregate output and employment under classical and Keynesian assumption; the *IS-LM* Model; the labour market; Putting all markets together the *AS-AD* model; the Phillips curve, the natural rate of unemployment; effectiveness of fiscal policy and monetary policy to promote growth; macro-economic policies the fact of growth; saving, capital accumulation and output; technological progress and growth; the open economy: openness in goods and financial markets, output, the interest rate and exchange rate; exchange rate regimes.

ECN 343: History of Economic Thought II **3 Units**

The course aims to provide a survey of economic theories and to give an opportunity to study particular economic ideas and theories in considerable depth. Topics covered include; Adam Smith; David Ricardo; Classical theories of value and distribution; Classical monetary theory; Malthus; Classical economic policy; Pre-Marxian Socialists; John Stuart Mill; Marx as a classical economist; Jevons; Austrian economics; Marshall on price theory; Marshall on economic methodology and economic policy; The Stockholm School; Keynes. As well as a direct knowledge and understanding of major contributions to economics over a long time span, the course provides general insights into economic methodology and reasoning, and helps to deepen understanding of modern economic analysis. Categorisation and feature of the various economic systems including communalism, feudalism, capitalism, socialism, mixed economy, communism and welfarism; Values and goals of the systems; consumption and investment decisions; price, income and labour policies; money, banking and trade; comparative problems of capitalism and socialism; convergence theory.

ECN 344: Research Methods in Economics **3 Units**

Covers topics like Kick-starting your research; Different Research Designs; Writing research proposal, selecting appropriate research methods for a thesis; sourcing of data and referencing; and writing for publication. Student and Supervisor Relationship, Presentation of research output and result

discussion and drawing inferences and policy implication from research outputs. Setting up a dissertation and Research Report and acquire one with presentation skills. Advanced treatment time series data, cross sectional, panel, Pooled estimation, pooled time series and cross-sectional data. It also involves microeconomics analysis of primary data: Models and Result Interpretation

ECN 345: Project Evaluation and Analysis I

3 Units

Introduction: concept of project analysis: definition of terms, importance of sound project analysis and obstacle to good project development in Nigeria, potential sources of project ; market analysis and demand estimation, stages of demand and stages market; Investigation of the technical aspects: technical requirement study and determination of optimum size; criteria for project choice: present value, internal rate of return and net present value; investigation of financial aspect of a project: project cost analysis, estimation of working capital requirements, break-even analysis operating leverage ; project financing. Definition and measurement of primary and secondary benefits and costs, Shadow or accounting prices. The social discount rate. Risk and uncertainty in project analysis, and sensitivity analysis. Determination of economic and social profitability.

ECN 346: Economic Internship Programme

2 Units

Practical training in real world economic analysis, analysis of theory applied to real life situations. Students at the end of year 3, enroll with economic consulting firms, Research institute, Investment Company with well business and economic research units and other corporate organisation for practical experiences. Course counts like any other SIWES and Teaching practice training programmes for undergraduate students in Science and Education faculties allows Economics students to receive credit (2credit only) for a full-time internship of at least 8 weeks after the end of 300 level that enriches the student's academic experience and/or allows the student to explore careers related to his/her academic studies. Students enroll for ECN 330 at the beginning of the first semester of years 3 but earn the credit at the end of second semester when the required hours in this job or internship have been successfully completed. To receive the credit, students must obtain approval for the proposed job or internship experience from his/her academic advisor and must submit a letter on company letterhead from the job or internship supervisor confirming the satisfactory completion of the work described in the internship application. Visitation by academic staff will be made to the student during the internship.

ECN 347: Principles of Public Finance**2 Units**

Introduction to public finance and ideology: government revenue and government expenditure; organic view of government and its size; Theories and principles of taxation, canons and types of taxation, incidence and effects of taxation. Equity in taxation and distribution of income. Practice of taxation in Nigeria. Meaning, objective and kinds of public expenditure, canons of public expenditure; classifications and growth of public expenditure. Public debt burden and management; fiscal federalism and the problems of intergovernmental fiscal relations. Government budget conception, preparation, analysis and implementation. Government budget deficit of positive analysis: the role of theory; justification for government intervention; tools of normative economics: welfare economics; government budgetary system; Taxation: theories and principle; tax determination and

ECN 348: Introduction to Population Economics**2 Units**

Introduction of the history of population. Theories and empirical evidence for the demographic transition, the transition from high-mortality and fertility to low-mortality and fertility. Population transition - the movement from a traditional to modern economy and is thus associated with the Industrial Revolution. Robert Malthus equilibrium model and framework on population dynamics. Effects of population aging; relationship between population growth and the environment. The economic determinants of population change and demographic behavior including household formation, marriage, child bearing and rearing, mortality (and especially infant mortality) and key forms of human capital investment including schooling and migration. Application of analytical tools of economics to investigate various economic and social consequences of population change, such as the economic impact of immigrants on workers, consumers, and taxpayers; population aging and the fiscal solvency of public pensions; consequences of below replacement fertility and the likely effect of governments upsides to stimulate fertility. Tools of micro and macroeconomic analysis will be used in the course.

ECN 349: Transport Economics**2 Units**

Introduction and transport economics; and transport system. transportation demand; demand for freight transportation; the demand for passenger transportation; transportation cost concepts and externalities; the cost of fixed facilities; transport vehicle cost; the cost of operating transport vehicles; economic principles for transport pricing; transportation investment and disinvestment, efficient pricing; use of transport facilities; government regulation of transportation: market power in transportation, regulation of market power in transportation; regulation of the social cost of transportation.

ECN 360: Urban and Regional Economics**2 Units**

Introduction and axioms of urban economics; market forces in the development of cities; why do firms cluster? ; city size: utility and city size, a system of cities, the size distribution of cities; urban growth; urban land rent; land use patterns; neighbourhood choice; zoning and growth controls; housing policy in urban centres: public housing and community development and urban renewal; the role of local government and local government revenue. Theory and Model of rural urban migration,

ECN 330: Economic Optimization Models**2 Units**

Mathematical programming and optimization models of Linear Programming, Non-Linear Programming, Game Theory, Simulation Models, Integer Programming, Goal Programming, Simulation models, Markov chains and other relevant optimization models with their microeconomic and macroeconomic applications. Critical Path Method, CPM, Project Evaluation and Review Technique, PERT and plan of work, Principle of project management and implementation

ECN 340: Health Economics**2 Units**

Why health economics- important aspect of health care economics, how markets interrelate in medical care and health insurance; utility and health- the production of health, health through life cycle, a model of consumption and health; the transformation of medical care to health; demand for medical care- conceptual framework; empirical studies of medical care demand and applications; the physician and physician firm; physician in the market place- location decision and consumer search and market equilibrium; the hospital as a supplier of medical care; hospitals in the market place; the demand for health insurance; health insurance supply and managed care; government provision of health insurance; externalities in health and medical care; managing the market: regulation, quality certification and technical change; universal insurance issues and international comparisons of health care systems

ECN 341: Monetary Policy**2 Units**

Tools of monetary policy; conduct, implementation and control of monetary policy targets, lags and rules; objectives of monetary policy; the monetary authority and its functions in monetary policy; The Central Bank of Nigeria; financial markets, participants and financial deepening. The Nigerian money market, instruments and institutions; The deregulation of the financial markets; Banking crises. International financial system and multilateral

institutions - IMF, ADB, IBRD; Monetary policy strategy: the international experience

ECN 451: Advanced Microeconomics

3 Units

This course builds on the intermediate microeconomics that the students were exposed to in the preceding session, the topic includes the following: Introduction: the role of theory; the theory of consumer behaviour; topics in consumer behaviour; the theory of firms; production functions and their properties; CES production function and duality in production; market equilibrium; monopoly, monopsony & monopolistic competition; duopoly, oligopoly and bilateral monopoly; multimarket equilibrium; welfare economics: Pareto optimality and efficiency of perfect competition.

ECN 452: Structure of the Nigerian Economy

3 Units

Growth of income, employment, wages and price; agricultural and industrial production; Social services sector; public development institutions; national income and expenditure, monetary and financial institutions; the informal sector; the external sector; trade transport system development and social change; balance of payments; foreign debt service burden; rural to urban migration; unemployment, inflation and poverty; law and order and security to life and property. Policy reforms SAP, NEEDS, FSS2020.AGOA, NEPAD, MDGs SDGs

ECN 453: Development Economics

3 Units

Definition of development planning and policy and pre-requisite for successful development planning; pattern of planning and plan strategy; interdependence, foreign trade, capital intensity and regional balance; evaluation of economic performance; the arithmetic of planning: the plan period, the rate of growth, projecting financial resources, overall commodity balance, industrial balances, linear programming and the capital budget; the planning process: agency of planning, federal planning, preparing projects, the annual plan and private sector.

ECN 454: Economics of Production

2 Units

Introduction to production process, production and process analysis, factory layout, production scheduling, job design, workforce management, production planning and inventory, network analysis, project management facilities planning and management of technology

ECN 455: Natural Resources Economics**2 Units**

Important issues in natural resources economics: social optimal rates of resource use, identifying the sources of natural resource management, natural resource and economic development; natural resources and the economy; general natural resource issues; natural resource analysis: principles of analysis and valuation and natural resources; applied natural resource problem; natural resources in developing in developing economies

ECN 456: Advanced Statistical Theory**2 Units**

Probability; random variables; duality functions; distribution theory; mathematical expectation; moments and moment generation function; multivariate; distributions; joint distribution functions; stochastic independence; Linear functions. Estimation (point and intervals); efficiency and sufficiency of estimators; Maximum likelihood estimator; Tests of hypothesis; likelihood test ratio; goodness of fit test; Contingency tables; regression analysis. Bayesian analysis: Bayesian paradigm, Sequential Bayes, Prior Distributions; Simulation of Posterior Distributions.

ECN 457: Advanced Industrial Economics**2 units**

The institutional characteristics of the large diversified firms including multinational Enterprises; corporate Finance. The objectives of large firms. Revenue maximization; growth optimization; Cyert and March intermediation among conflicting demand by sub-groups within firms. Research and Development. Characteristics and goals of the large public enterprises. Relationship with government, boards of directors and their effectiveness. Issues of monopoly and anti-trust legislation. Monopoly pricing and price discrimination. Elements of game theory; Public policy towards industrial behaviour. Industrial policy in developing countries.

ECN 458: International Economics and Trade Theory**2 Units**

The overall view of the international economy; The theory of comparative advantage; The gains from trade; Production function in international trade; The Heckscher-Ohlin Trade Model; The Leontief Paradox; The welfares effects of international trade; Growth and development dynamic factors 1 international trade; Growth and development theory of trade and policy.

ECN 459: Advanced Monetary Economics**2 Units**

The Monetary approach to balance of payments; The foreign exchange market; Adjustment in the balance of payment; Automatic Mechanism; Other Adjustment 'Policies; International monetary cooperation; International

monetary reform; International monetary system and institutions; Elements of a new International Economic Order; Current problems of monetary policy; Custom Unions and monetary integration

ECN 488: Long Essay Project

4 units

The objective is to train students in the area of initiating and identifying researchable topical issues and the ability to develop the ideas into a good feasible proposal. Students will be expected to demonstrate knowledge of relevant literature and ability to present information in suitable economic term. Topics, which should be approved by the department, must be distinctly economic. The essay should be about 10,000 words and must be presented in an approved manner

ECN 461: Advanced Macroeconomics

3 units

An advanced treatment of IS-LM model with extensions to and special emphasis on the following: macroeconomic policies: tracking the macro economy and the current macroeconomic situation; the theory of economic growth; potential output and real wages, domestic spending and international trade; full employment equilibrium, the sticky-price income-expenditure framework: expectations and monetary policy; macroeconomic stabilization policy: fiscal policy institutions, powers and limits of stabilization policies, monetary versus fiscal policy and making good stabilization policy: rules versus authorities; international economic policy; changes in the macro-economy and changes in macroeconomic policy.

ECN 462: Project Evaluation and Analysis II

3 units

This is the practical aspect of ECN 345. The course involves project implementation, organization and management, resource allocation, financing infrastructure projects, monitoring information systems and Quality assurance; how to plan- time scale and budgets; identification and management of project risk; keeping project under control; project termination: what to do when it's time to deliver project; project review and administrative aspect. The course will include the undertaking of a selected project evaluation and the submission of a project report.

ECN 463: Fiscal Policy & Management

3 Units

Public choice and theories of public sector; static and dynamic incidence of taxes; the concept of excess burden under different taxes; budget analysis; budget preparation; presentation and performance; theories and practice of government expenditure and government intervention; user charges and pricing of public goods in theory and practice; public sector borrowing and

public debt management; the concept and practice of commercialization, privatization and nationalization.

ECN 464: Advanced Econometrics

2 units

Advanced treatment of Estimation theory and Economic Model: introduction to computable general equilibrium models, static and dynamic stochastic equilibrium analysis (DSGE) Models. Global VAR, new development in time series analyst and dynamic panel analysis.

ECN 465: Population and Development

2 units

Concept of population of growth, measurement of population structure and consequences of population explosion; relationship between population structure and development; per capita income and economic welfare; methods of population control and implication on developments; sustainable development and population; inclusive growth measurement and population dynamics. international migration and developing countries.

ECN 466: Creative Economics

2 units

The course analyses the economics of the entertainment industry, music, spots, mass media, sports industry, which is not only big business but also benefits from public policy favour. The sports industry has many peculiar characteristics that are amenable to economic analysis. Among other topics, the course covers market structure, the labour market (players), pricing, public subsidies for stadia, public funding of bids for mega-events and for the events themselves, and corruption. Time concepts, leisure and work, recreation and entertainment, time expansion of leisure time; Media-dependent entertainment: Movie macroeconomics; Flickering images, Evolutionary elements, Technology, Capital, Pecking orders, Exhibition, Production and distribution, Ups and downs, Admission cycles, Prices and elasticity, Production starts and capital, Releases and inventories, Market-share factors, Collateral factors; trade effects, financial aggregates markets: Primary and secondary assets; Making and marketing events and movies

ECN 467: Advanced Labour Economics

2 units

Labour supply , worker mobility and migration, household production, family and life cycle, Investment in human capital-education and training; worker mobility-migration, immigration and turnover; pay and productivity- wage determination within the firm-motivating workers, productivity and the basis

of the yearly pay; gender, race and ethnicity in the labour market; unions and the labour market- union structure and membership, constraints on the achievement of union objective and the activities and tools of collective bargaining; inequality in earnings; Unemployment

ECN468: Political Economics **2 units**

Introduction: tools of political economics; dynamic policy problems, capital taxation, public debt and growth; Issues in fiscal federalism; monetary politics and its credibility; institutions and incentives; international policy coordination how the struggles for power and for wealth affect one another and the development of politics. We will compare and contrast evolving ideas about the way political and market solutions address societal problems. Ways economic disasters, ideas about prosperity, and institutions shape the big struggles for power and wealth and the less obvious struggles to craft a national budget.

ECN 469: Advanced Monetary Policy **2 units**

Money and a money Economy; The structure and business of Central banking, Role of Monetary policy in economy, Monetary policy analysis in open economics, Bank; Comparative monetary policy conduct and practices (United Kingdom, United States). Financial Intermediaries; Money and Capital Markets; the Money Supply Process; determinants of the Money Supply; tools of Monetary Policy; Conduct of Monetary Policy; Goals and Targets International Monetary Institutions, International Monetary policy interactions and . Monetary policy credibility, Interest rate and exchange rate policy regimes, capital mobility and stabilization. IMF, IFC ADB AFC

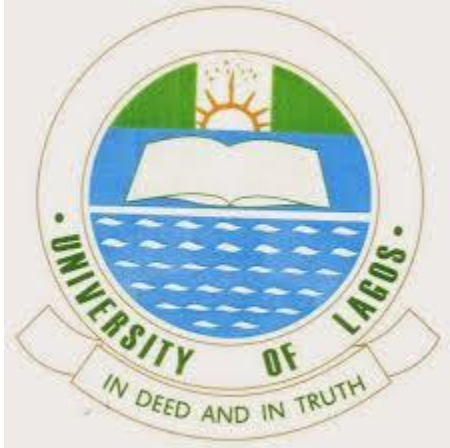
ECN 450: Advanced Mathematical Economics **2 units**

Rigorous mathematical approach to microeconomic and macroeconomic analysis. Special attention will be placed to dynamic analysis of the market, consumer utility function and production functions at the micro level, while at the macro level, attention will be paid to computable general equilibrium analysis. Input-Output analysis and the accounting matrix. Economic application of numerical methods.

ECN 460: Petroleum and Energy Economics **2 units**

This course is not a general energy policy course. It will cover a variety of theoretical and empirical topics related to energy demand, energy supply, energy prices, environmental consequences of energy consumption and production, and various public policies affecting energy demand, supply, prices, and its environmental effects. The topics include: principal economic characteristics; crude oil supply and demand; the economies of crude oil

transportation; finished products supply; refining; demand and marketing of petroleum products; petrochemicals; natural gas; energy and petroleum problems of the future.



DISTANCE LEARNING INSTITUTE
UNIVERSITY OF LAGOS

PUBLIC ADMINISTRATION

COURSE TITLES, COURSE CODE AND COURSE DESCRIPTION

B.Sc. PUBLIC ADMINISTRATION PROGRAMME

YEAR ONE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
PAD 111	Introduction to Public Administration	3	C
JIL 111	Introduction to Nigerian Law & Legal System I	3	C
GST 102	Introduction to Philosophy and Logic	2	C
GST 105	Use of English	2	C
POL 111	Introduction to Political Science	3	C
POL 122	Organization of Government: The Citizen and the State	3	C
POL 112	Nigeria Constitutional Development	3	C
SOC 111	Introduction to Sociology	3	C
PAD 112	History of Administrative System in Nigeria	3	C
PAD 115	Principles of Personnel Management 1	2	C
PAD 118	Principles of Development Administration	3	C
Electives			
ACC 111	Introduction to Accounting	2	E
BUS 112	Introduction to Business	2	E
PSY 111	Introduction to Psychology 1	3	E
ECN 131	Introductory Economics I	3	E
TOTAL UNITS OF COMPULSORY COURSES			30
TOTAL UNITS OF ELECTIVE COURSES			6
TOTAL			36

YEAR ONE - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ECN 111	Principles of Microeconomics	3C
FBA 110	Mathematics for Public Administrators	3C
GST 102	Introduction to Philosophy and Logics	2C
GST 105	Use of English	2C
POL 101	Introduction to Political Science	3C
PSC 101	Elements of Government	3C
PSY 100	Introduction to Psychology	3C
PAD 114	Introduction to International Relations	3C
PAD 121	Introduction to Public Admin.	3C
TOTAL		25

YEAR TWO - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
PAD 213	Principles of Personnel Management II	2	C
SOC 212	Social Statistics: Fundamentals of Social Statistics	3	C
PAD 212	Intergovernmental Relations in Nigeria	3	C
PAD 211	Elements of Public Administration	3	C
GST 201	General African Studies	2	C
PAD 224	Nigeria Public Personnel Administration System	3	C
POL 226	Introduction to Local Government	3	C
*GST 102	Introduction to Philosophy and Logic	2	C
*GST 105	Use of English	2	C
POL 233	Nigeria Politics 1	2	C
POL 223	Foundation of Political Economy	3	C
ELECTIVE COURSES (Minimum of 4 units)			
ECN 241	Principles of Macroeconomics	3	E
SOC 243	Structure of Nigerian Society	2	E
PAD 221	Public Sector Accounting	2	E
TOTAL UNITS OF COMPULSORY COURSES			24/28*
TOTAL UNITS OF ELECTIVE COURSES			6/2*
TOTAL			30/30*

YEAR TWO - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
BUS 211	Introduction to Management	3C
PAD 221	Public Personnel Administration	3C
SOC 111	Introduction to Sociology	3C
FBA 220	Statistics for Public Administrators 1	3C
PAD 210	Politics & Administration at State Level	3C
ACC 210	Principles of Accounting	3C
PAD 216	Theories of Dev. & Underdevelopment	3C
PAD 122	Introduction to Inter-Governmental Relations	3C
IRP 210	Foundation of Industrial Relations in Nigeria	3C
ECN 211	Principles of Economics (Macro)	3C
ECN 210	Principles of Economics (Micro)	3C
GST 201	General African Studies	2C
	TOTAL	35

YEAR THREE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
PAD 311	Theory and Practice of Administration	3	C
PAD 322	Organization and Administrative Theory	3	C
PAD 323	Ethics and Accountability in Administration	3	C
PAD 312	Public Policy Analysis	3	C
PAD 314	Ecology of Public Administration in Nigeria	3	C
PAD 316	Theories of Development and Underdevelopment	3	C
POL 326	Power and Politics	2	C
**GST 102	Introduction to Philosophy and Logic	2	C
**GST 105	Use of English	2	C
GST 214	Basic Computer Studies	2	C
ELECTIVE COURSES (Minimum of 2 units)			
POL 327	Politics of International Law	2	E
POL 328	Government Administration of Urban System	2	E
TOTAL UNITS OF COMPULSORY COURSES			22/22*/26**
TOTAL UNITS OF ELECTIVE COURSES			3/4*/2**
TOTAL			25/26*/28**

YEAR THREE - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
BUS 320	Personnel Management	3C
CIL 308	Business Law	3C
FBA 310	Statistics for Public Administrators II	3C
PAD 222	Organization and Administrative Theory	3C
PAD 225	Ethics & Accountability in Administration	3C
PAD 316	Intro. To Local Government Administration	3C
PAD 318	Administration of Higher Education in Nigeria	3C
PAD 319	Environmental Politics & Administration	3C
PAD 322	Research Methods	3C
TOTAL		27

YEAR FOUR - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
PAD 428	Organizational Conflict and Management	3	C
PAD 417	Public Budgeting	3	C
PAD 419	Leadership and Governance	3	C
PAD 324	Research Methodology 1	3	C
PAD 421	Administrative Law	3	C
PAD 429	Public Enterprises Management	3	C

PAD 415	Rural and Urban Development Administration	2	C
PAD 414	Politics of Administrative Reforms in Nigeria	2	C
GST 307	Entrepreneurship and Corporate Governance	2	C
**GST 201	General African Studies	2	C
ELECTIVE COURSES (Minimum of 2 units)			
POL 419	Civil Society and Governance	2	E
PAD 423	Office Practices and Administration	2	E
TOTAL UNITS OF COMPULSORY COURSES			24/24*/26**
TOTAL UNITS OF ELECTIVE COURSES			4/2*/2**
TOTAL			28/26*/28**

YEAR FOUR - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
PAD 321	Traditional Administrative System in Nigeria	3C
PAD 323	Administrative Law	3C
PAD 325	Manpower Planning & Utilization	3C
PAD 327	Theory & Practice of Nigerian Public Admin.	3C
PAD 328	Organization Conflict and Management	3C
PAD 411	Public Policy Making and Analysis	3C
PAD 426	Administrative Practices & Processes	3C
GST 214	Introduction to Computer	2C
GST 307	Entrepreneurship & Corporate Governance	2C
TOTAL		25

YEAR FIVE - NEW CURRICULUM			
COURSE CODE	COURSE TITLE	STATUS	UNITS
PAD 499	Research Essay	3	C
POL 321	Contemporary Political Analysis	2	C
PAD 435	Comparative Local Government Administration	2	C
POL 435	Comparative Public Administration	2	C
PAD 434	Elements of Legislative Process	2	C
PAD 432	Administration of Higher Education in Nigeria	3	C
PAD 436	Social and Welfare Administration in Nigeria	3	C
PAD 421	Project Management and Analysis	2	C
PAD 438	Public Finance	3	C
ELECTIVE COURSES (Minimum of 2 units)			
PAD 437	International Administration	2	E
PAD 513	Administrative Law and Organization	2	E
TOTAL UNITS OF COMPULSORY COURSES			22/22*/22**
TOTAL UNITS OF ELECTIVE COURSES			3/4*/2**
TOTAL			25/26*/24**

YEAR FIVE - OLD CURRICULUM		
COURSE CODE OLD	COURSE TITLE OLD	CREDIT UNITS OLD
ACC 412	Public Sector Accounting	3C
PAD 411	Theory and Practice of Planning	3C
PAD 412	Social & Welfare Administration in Nigeria	3C
PAD 413	Public Financial Administration	3C
PAD 415	Programme Evaluation	3C
PAD 421	Project Management & Analysis	3C
PAD 422	Comparative Public Administration	3C
PAD 423	Rural Community Development	3C
PAD 425	Public Enterprises Management	3C
PAD 427	Theory and Practice of Planning	3C
PAD 428	Introduction to Public Budgeting	3C
PAD 499	Research Project/Original Essay	4C
	TOTAL	37

**Summary: Number of Units for B.Sc. Public Administration (Mode of Entry:
Year 1)**

Level	Compulsory Number of Units	Elective Number of Units	Total
100	30	6	36
200	24	6	30
300	22	3	25
400	24	4	28
500	22	3	25
TOTAL	122	22	144

***Summary: Number of Units for B.Sc. Public Administration (Mode of Entry:
Year 2)**

Level	Compulsory Number of Units	Elective Number of Units	Total
200	28*	2*	30*
300	22*	4*	26*
400	24*	2*	26*
500	22*	4*	26*
TOTAL	96*	12*	108*

****Summary: Number of Units for B.Sc. Public Administration (Mode of Entry:
Year 3)**

Level	Compulsory Number of Units	Elective Number of Units	Total
300	26**	2**	28**
400	26**	2**	28**
500	22**	2**	24**
TOTAL	74**	6**	80**

ALL STUDENTS IRRESPECTIVE OF MODE OF ENTRY MUST PASS 10 UNITS OF GST (102; GST 105; GST 201; GST 214; and GST 307).

**B.Sc. PUBLIC ADMINISTRATION CURRICULUM
COURSE DESCRIPTION**

PAD 111: INTRODUCTION TO PUBLIC ADMINISTRATION 3 UNITS

The course introduces the students to elementary concepts, tools, and techniques of public administration. The course examines the nature and scope of public Administration, similarities, and differences between public and private administration, functions of public administration, and conceptual approaches to the study of public Administration among others.

POL 111: INTRODUCTION TO POLITICAL SCIENCE 3 UNITS

The objective of the course is to lay the foundation for what political science is all about. It explains the nature of politics, discusses the concepts of power, authority, influence, legitimacy and the state. It also draws the distinction between politics and political science. Finally, it examines the scope and methodologies of political science.

POL 112: NIGERIA CONSTITUTIONAL DEVELOPMENT 3 UNITS

The course is designed to examine and analyse the trends of constitutional development from the colonial era to the present. It focuses on the landmark of various constitutions from the colonial to the post-colonial eras.

POL 122: ORGANIZATION OF GOVERNMENT: THE CITIZEN AND THE STATE 3 UNITS

The course is structured to provide students with the knowledge and meaning of government, its component parts and functions-legislature, executive and judiciary. The course will assist students to appreciate governance systems and operations in Nigeria and across different environments. It introduces students to the constitutional framework of government, forms of political, administrative and legislative systems, instrument of political interactions like citizenship, rule of law and theories of separation of powers and delegated legislation. The course covers other areas like pressure group, study of political parties and party systems, political systems and electoral system, and the civil service.

PSY 111: INTRODUCTION TO PSYCHOLOGY 3 UNITS

Introduction to the concept of psychology, its scope, evolution and sub-fields; validity, issues, personal decisions; concepts of personality attitude; attitude to change, behavioural differences, psychotherapy; basic psychological processes in learning; motivation, remembering and forgetting. The concept of stress, perception, personality, communication, frustration, emotion and principles of

learning; The philosophical basis of psychology; Growth of scientific psychology, schools of psychology; Theories of personality; The measurement of personality; Psychotic behaviour; conduct disorder; fields and careers in psychology.

JIL 111: INTRODUCTION TO NIGERIAN LAW AND LEGAL SYSTEM 1 3 UNITS

Administrative law; Rule of law; Delegated legislation, Role, structure and working of administrative tribunals with special reference to Nigeria. ICPC, CCB, EFCC, etc.; Accountability of administration to legislature; public procurement act, due process; public administration and the citizen of Nigeria.

ECN 131: INTRODUCTORY ECONOMICS 3 UNITS

Elementary presentation of microeconomic theory. Topics include the nature and scope of economics and the distinction between micro and macroeconomics; tools of economic analysis and scientific method; basic concepts in economics; the price theory; consumer behaviour; theory of supply especially analysis of production costs; equilibrium of the profit maximizing firm, and types of competition; factor market analysis and the theory of distribution; Introduction to welfare economics.

SOC 111: INTRODUCTION TO SOCIOLOGY 3 UNITS

The course is intended to expose new students to the Elementary Concepts, Tools and Techniques of Sociological Analysis. The course is divided into five parts, viz:

- i) Part A: Elements of Sociological Analysis
- ii) Part B: Social Organization/Group Behaviour
- iii) Part C: Elements of Sociological Investigation
- iv) Part D: Analysis of Major Sociological Problems; and
- v) Part E: Issues of Sociological Interest

PAD 112: HISTORY OF ADMINISTRATIVE SYSTEM IN NIGERIA 3 UNITS

The objectives of this course are to analyse the rationale of public administration and explain the concepts of politics and administration with a view to showing the dichotomy between them. It also examines other aspects such as administration actors, audit control and elements of administrative law.

PAD 115: PRINCIPLES OF PERSONNEL MANAGEMENT I 2 UNITS

Definition, scope, functions and principles of personnel management; supply and demand characteristics of labour by type; manpower planning; motivation, leadership styles, training and development, performance, appraisal, disciplinary procedures, employee welfare.

PAD 118: PRINCIPLES OF DEVELOPMENT ADMINISTRATION 3 UNITS

The course exposes students to the issues of development as a field of study, to analyse the pre-conditions for development, explore various theories of development and underdevelopment, survey major postulations of development administration, the dilemma of the development administration movement, the issues of foreign aid and trade as development strategies.

PAD 211: ELEMENTS OF PUBLIC ADMINISTRATION 3 UNITS

The course analyses the rationale of public administration and introduce the basic ideas about local government. The course discussed theories and the ecology of public administration, the politics/administration dichotomy as well as the theories, nature and purposes of local government. It also examines the relationship between local government and democratic practice.

PAD 212: INTER-GOVERNMENTAL RELATIONS IN NIGERIA 3 UNITS

The course examines the application of the federal logic in Nigeria; federalism, concept, definition, features, environment and appraisal of the federal idea in Nigeria; problems of federalism; and improving the federal practice in Nigeria. Concept, meaning, objectives, characteristics, benefits, and scope of intergovernmental relations. Intergovernmental fiscal relations; concept and nature of fiscal federalism. Challenges of intergovernmental fiscal relations. Resolution of intergovernmental fiscal crisis, revenue allocation in Nigeria; revenue sharing in Nigeria; principles in revenue allocation; objectives and functions of the Revenue Commission. Effect of colonial rule on intergovernmental relations; contribution of post-Independence era; impact of Second Republic in intergovernmental relations; effect of military rule on intergovernmental relations; intergovernmental relations under the Fourth Republic; Models of Intergovernmental Relations; Pathology of intergovernmental relations, Challenges of intergovernmental relations. The course also covers intergovernmental relations conflict and resolution mechanism.

PAD 213: PRINCIPLES OF PERSONNEL MANAGEMENT II 2 UNITS

The course deals specifically on the understanding of human stocks in public organization, the strategies for manpower development in public organizations, organizational design, employment, placement, integration, motivation, training, supervision, performance, appraisal, industrial relations, disengagement, etc. The course also analyses issues such as manpower audit and financial control in the public institutions.

SOC 212: SOCIAL STATISTICS: FUNDAMENTALS OF SOCIAL STATISTICS **3 UNITS**
Role of statistics; Advance treatment of test for hypothesis for small and large samples; inquiry, presentation of data, central values, measures of deviation, correlation; nature of sampling; distribution and goodness of fit; inference; Test of significance.

PAD 221: PUBLIC SECTOR ACCOUNTING **2 UNITS**
The fundamental principles of accounting; the nature and scope of accounting; the accounting functions and its relationship with information systems; bank reconciliation accounts; journal entry and rectification of error; accounting procedure, practice and convention; final accounts, double entry, bookkeeping, accounting system, trial balance, accrual, prepayment and adjustments; classification of revenue; accounting ratios, etc.

POL 223: FOUNDATION OF POLITICAL ECONOMY **3 UNITS**
The course provides a critical analysis of the role of government in the management of the economy, it deals with the relationship between government and private enterprises, the role of foreign capital in the domestic economy, foreign aid, technological transfer, etc. The course also seeks to explain the problem of development, planning and administration in Nigeria. It examines indigenization policy, the contradiction between the self-reliance and dependence of the economy on foreign capital.

PAD 224: NIGERIA PUBLIC PERSONNEL ADMINISTRATION SYSTEM **3 UNITS**
The course focuses on personnel management in the public service of Nigeria. It examines the recruitment procedures, motivation, and remuneration and performance evaluation in the public service. It also examines the state and industrial relations laws; trade unions -internal structures and their organization; employees association; industrial disputes and dispute settlements; collective bargaining; joint consultations and industrial arbitration council; the role of the civil service commission in staff matters; and line and staff structures in the public service.

POL 226: INTRODUCTION TO LOCAL GOVERNMENT **3 UNITS**
The course is designed to introduce the basic ideas about local government administration. It focuses on the nature and purposes of local government and

explores the theoretical argument for local government as a third tier system of administration. It analyses the functions, structure and forms of local government, examines the relationship between local government and democratic practice, the local government finance, as well as problems and prospects.

POL 233: NIGERIAN POLITICS

3 UNITS

The course introduces students to the various constitutional developments in Nigeria till date e.g. Clifford, Richard, Macpherson, Littleton, etc. It also takes a view of the Nigerian politics and governmental institutions, etc. The course explains the environmental factors that influenced the constitutional development or changes at any given time.

ECN 241: PRINCIPLES OF MACRO-ECONOMICS

3 UNITS

Concepts of macro-economic; schools of macro-economic; thought accounting; the theory of national income determination-basic models; investment expenditures and income determination; government fiscal activities and income determination; production and employment sector; monetary sector- money supply and demand and monetary equilibrium; economic planning, growth and development; IS-LM framework: equilibrium in the expenditure and monetary sectors.

SOC 243: STRUCTURE OF NIGERIAN SOCIETY

2 UNITS

This course defines the structure of the Nigerian society from physio-geographic, social, cultural, economic, religious and political dimensions both traditional and contemporary as well as the ethnic and language distribution of the Nigerian people. The course takes students through a tour of Nigeria society.

PAD 311: THEORY AND PRACTICE OF ADMINISTRATION

3 UNITS

Meaning, nature, and scope of public administration, significance, role and importance of public administration in developing countries, elements of public administration, comparative analysis between public and private administration, different approaches to public administration, preview of traditional administrative practices, relationship between politics and administration dichotomy, classical theory organisation, scientific management theory, administrative theory, principles of administrative thought, neo-classical school of administrative thought, modern organisation theories; systems theory, management by objectives, essential of planning and forecasting in Nigeria; centralisation and decentralization, etc.

PAD 312: PUBLIC POLICY ANALYSIS**3 UNITS**

The course examines the Nature and Complexity of Policy making; Implementation and Evaluation; Basic Concepts like Policy, Plan Programme, Project, Actors, Stakeholders Policy arena, etc are defined and illustrated. The main body of the course is divided into two sections.

Section 1 covers the theoretical aspect of the course; including the following topics: The Policy Cycle; Agenda Setting in Policy Formulation; Formal and Informal ways of generating Policy; Relevant ideas. Theories of Decision-making; selected models in Policy analysis.

Section 2 covers Case studies of selected policies in Nigeria among which are: General Economic and Social development Policy; Health; Sanitation and Welfare Policy; Housing Policy; Defence and Foreign Policy; Education Policy; Agriculture and Rural Development Policy, etc.

PAD 322: ORGANIZATION AND ADMINISTRATIVE THEORY**3 UNITS**

The course evaluates the evolution of Administrative and Organizational theory from the classical, modern to neo-classical periods. It establishes the relationship between politics, administration and political process. It examines administrative behaviour in various institutional settings, the interplay between political institutions and administrative patterns of behaviour. It facilitates our understanding of personnel administration and decision making in bureaucratic organizations.

PAD 327: POLITICS OF INTERNATIONAL LAW**2 UNITS**

The course exposes the students to some basic issues of international law. It explains the nature and development of international law, the source of international law; the functions, the general principles of law; subjects of international law, recognition, etc.

PAD 314: ECOLOGY OF PUBLIC ADMINISTRATION**3 UNITS**

Over the past decades our environmental policy has moved from one of natural resource protection to an element of economic and resource control. The agitation in the Niger Delta following years of resource exploitation and exploration has reached a new dimension. Environmental groups led by well-meaning Nigerians have passed a plethora of environmental laws and regulations. The course examines the fundamental values and principles within the context of Nigerian environmental policy. Specifically, the role of state in the policy process in the context of natural resource management, understanding of government structure and institutions,

environmental policy analysis, and natural resource policy framework. The course examined the key elements of ecology, economics of oil exploration, political institutions mediating environmental politics in Nigeria, property rights and federalism, natural resources history and trends, resource stocks and flows, challenges to global environmentalism.

PAD 316: THEORIES OF DEVELOPMENT AND UNDER DEVELOPMENT 3 UNITS

The course is designed to expose the students to the issues of development as a field of study, to analyse the pre-conditions for development, explore various theories of development and underdevelopment, survey major postulation of development administration, the dilemma of the development administration movement, the issues of foreign aid and trade as development strategies.

POL 326: POWER AND POLITICS 2 UNITS

The course makes the students understand that power is the subject around which every other discussion in political science revolves - thus power is the subject matter of political science. The emphasis is on state power" The course is design to teach the student the dynamics, complexities, and ubiquity of power in the political system. The course will also expose the student to the anatomy, sources and types of power, it will emphasize the methods of acquisition, control, maintenance and retention of power, it will explore the uses, misuses and abuses of power. Finally, the course will teach the different forms of relationships between power and politics.

POL 328: GOVERNMENT ADMINISTRATION OF URBAN SYSTEM 2 UNITS

The course entails the understanding of the planning and execution of major services in urban political systems. It examines the structure of political power in such a system.

PAD 324: RESEARCH METHODOLOGY 3 UNITS

The course examines the introduction to research methodology; skill of scientific investigation; information gathering, analysis and interpretation in dealing with business and organizational behaviour problems in Nigeria ; steps in research agenda and proposal ; the art of problem identification and analysis and report writing ; the problems and prospects of business research in a sellers' market like Nigeria; qualitative research ; survey research and experimental research methods; mechanics and style of research report; ethical issues management

research; concepts include specification of questions to guide inquiry, acquisition of quantitative data and descriptive statistics.

PAD 326: POLICY FORMULATION AND IMPLEMENTATION 2 UNITS

Analyses processes by which various issues become public policies and public programs. It addresses the interplay of executive, legislative, and judiciary branches and the various other stakeholders in the processes of policy formation and implementation. Special consideration is paid to the impact and influences of public bureaucracies, value and ethic. This course examines why policy may have been formulated or not on selected issues and considers barriers to the effective implantation of policy.

PAD 327: COMPARATIVE PUBLIC ADMINISTRATION 2 UNITS

Comparative public administration; evolution, meaning and significance. Theoretical perspectives, criticisms, and prospects of comparative public administration. Approaches to comparative public administration; behavioural, systems, structural - functional, development administration, and bureaucracy approaches. Cross-National comparison of bureaucracy and governance; political system and bureaucratization; comparing administrative systems between developed and developing countries; impact of political system on governance in Nigeria and Britain. Bureaucracy and governance in Britain and France, bureaucracy and governance in Russia and China, comparative bureaucracies in Nigeria and USA.

POL 321: CONTEMPORARY POLITICAL ANALYSIS 2 UNITS

The course focuses on some contending paradigms in contemporary political analysis, their philosophical and ideological roots, as well as evaluation. Theories, approaches or models to examine include; General systems, structural functionalism, Elite group, communications, Games, political culture; political development, and the new political economy and social order.

PAD 323: ETHICS AND ACCOUNTABILITY IN ADMINISTRATION 3 UNITS

The course focuses on Rules and Principles governing the behaviour of Public servants and other officials in the public service. It examines Organisational arrangements (both internal and external) for promoting ethical performance among public servants and makes an in-depth analysis of the Code of Conduct of Public officers. Some review of relevant cases to illustrate the ethical dilemma of public officials will be made. This concept of accountability and transparency will also be examined.

PAD 415: RURAL AND URBAN DEVELOPMENT ADMINISTRATION 2 UNITS

Meaning and concept of rural development; structures and methods of rural development; indices of development; problems of rural development, mechanisms for attaining rural development in Nigeria. Survey of the structure of metropolitan regions and urban areas from the administrative point of view; periods of city building and principles, urban types; rank, size and location theories; inter-regional feedback system; inter-regional trade; urban planning and development; options and problems.

PAD 414: POLITICS OF ADMINISTRATIVE REFORMS IN NIGERIA 2 UNITS

This course examines major issues in Nigerian government and administration with particular focus on the political, economic, and socio-cultural forces plaguing the nation. The evolution of the Nigerian nation, Nigerian federalism, resource allocation, and control, class and ethnicity, religion, the military in Nigeria politics, leadership struggle, corruption, federal character, quota system, etc. will be examined.

PAD 417: PUBLIC BUDGETING

3 UNITS

The course examines the Nature, Scope, Purpose and Functions of Public Budget; Historical Development of Budgets; Types of Budgets; Public Budgeting Process; Methods and Strategies of Budgeting; Issues in Government budgeting the Nigeria; Comparison between Democratic and Military Budgeting.

PAD 419: LEADERSHIP AND GOVERNANCE

3 UNITS

The practice of leadership, learning, and change management in relation to self, others, teams, and organizations. A conceptual and experiential exploration of contemporary theories of leadership, personal and organizational learning, and the related dynamics of personal and organizational change. Emphasis on application to public and non-profit organizations.

POL 419: CIVIL SOCIETY AND GOVERNANCE

2 UNITS

The course enables students to know what civil society is, and who members of civil society are. The students will be taught the definition and structure of civil society, relationship between civil society and the state, and the role and functions of civil society in governance. Also, the course will teach the students the meaning of governance conceived to mean the routine activities of agents of state in the process of fulfilling the aims and objectives of the state. The focus of the course

is to emphasize the role of civil society in strengthening democracy in countries undergoing transition to democracy especially in Africa.

PAD 421: ADMINISTRATIVE LAW 3 UNITS

Overview of the administrative process; constitutional systems, history of constitutional development, power of administrative agencies, legislative and presidential authority, purpose of administrative agencies, delegation, administrative policy, the role of the courts in administrative law, history of administrative law, process of administrative law, types of administrative agencies- executive, independent regulatory agencies, policy behind administrative law, judicial review, administrative procedure - rule, rulemaking, order, adjudication, agency proceedings, ex-parte communication, procedural rules in public administration, judicial review of administrative action, Supreme Court, statutory and non-statutory review, constitutional structure of government; federal and state constitution, legislative control of administrative agencies, etc.

PAD 423: OFFICE PRACTICES AND ADMINISTRATION 2 UNITS

This course focuses on the following - meaning and concepts of organizations, types of office organization, functions and merits, bureau etc. Conduct of government business, record management, preparation, and organization of conferences and seminars etc. Report writing, speech writing, recording and developing minutes of meeting, office maintenance and costs.

PAD 428: ORGANIZATIONAL CONFLICT AND MANAGEMENT 3 UNITS

This course will focus on the dynamics of conflict, with emphasis on public sector conflict. The issues that generate conflict in Nigeria's public sector environment: Wage administration, supervision, promotion as well as inter-personal conflict will be addressed. The mechanisms adopted for conflict resolution in Nigeria will be highlighted: Conciliation; Mediation; Collective Bargaining; Arbitration, etc. Other third-party interventions will also be discussed. The problems of conflict resolution will be taught using specific case studies.

PAD 429: PUBLIC ENTERPRISE MANAGEMENT 3 UNITS

The course examines the objectives and classifications of Public Enterprises in Nigeria. Organisation and Problems: Performance Measurement and Control; Capital Structure and Funding; Relationship between State and Federal Parastatals. The course will also examine some commissioned reports on Parastatals.

POL 431: THIRD WORLD AND DEPENDENCY**2 UNITS**

The course explores the nature, causes and manifestation of the dependence of Third World countries Metropolitan countries. It analyses the centre-periphery paradigm in relation to unequal international economy relation in the global capitalist system. It also explains the cyclical nature of dependence and poverty in the Third World countries, using the theories of development and underdevelopment.

PAD 421: PROJECT MANAGEMENT AND ANALYSIS**2 UNITS**

The focus of the course are as follows: the nature of project management; choice of product/service; market research; product planning and development; choice of technology; technical feasibility assessment, economic analysis; financial feasibility assessment; evaluation of infrastructural facilities, site, Fundamentals of programme evaluation, history of programme evaluation, conceptualization, typology, significance, approaches to evaluating programmes, programme effectiveness. Programme performance assessment measurement, programme logic model, performance measurement system, programme measurement, purpose of measuring performance, performance monitoring system, programme performance assessment; programme evaluation; evaluation framework, evaluation research, evaluation standard, evaluation of on-going programmes, and impact evaluation.

PAD 434: ELEMENTS OF LEGISLATIVE PROCESS**2 UNITS**

Considers the play of forces that shape state policy-making within the various branches of government with specific attention to "legislative policy -making". Using current and recent campaigns for public offices and initiatives, the course examines the confluence of cultural and political issues raised and likely to shape future policy-making. Major focus is on an individual research paper on a current policy issue.

PAD 435: COMPARATIVE LOCAL GOVERNMENT ADMINISTRATION 2 UNITS

This course reviews the history of local government from pre-colonial to colonial and until the present era. A study of the machinery of local governments and an analysis of the problems posed by the operations of a federal government system will be done. The impact of the military rule of Nigeria's local government system will also be examined. The different patterns of local governments and relationship between the local governments and other tiers is a federal system vis-a-vis a unitary system e.g. Britain, Ghana, France; personnel, finance and materials

management at the local government level will also be examined.

PAD 432: ADMINISTRATION OF HIGHER EDUCATION IN NIGERIA 3 UNITS

The course examined the concept and goals of higher education in Nigeria; levels of higher education, regulatory agencies in higher education, staff union and association, the management structure of higher institutions in Nigeria, the roles of Deans of Faculties/ School and Heads of Departments; the course will also examine the administration of students in the tertiary institutions, student conflict, courses, impacts and management in tertiary institutions, physical facility management, accreditation, admissions, funding, brain drain and quality assurance in Nigerian university, management of Open and online Education facilities. The course includes brief history of higher education in Nigeria, rationale for study of higher education - shared governance, academic freedom, and tenure and promotion, principles of academic freedom and tenure; higher education institutions, effect of technology in education, planning of higher education, organizing and evaluation in the learning environment, training schedules, etc.

POL 435: COMPARATIVE PUBLIC ADMINISTRATION 2 UNITS

The course presents a concise picture of the fundamental issues involved in the study of comparative Public Administration. It places governmental institutions (Public Administration) and politics in their appropriate ideological, social, historical and economic settings, across the globe.

PAD 436: SOCIAL AND WELFARE ADMINISTRATION IN NIGERIA 3 UNITS

The course focuses on the nature and development of social policy in the context of changing Nigerian social conditions and of the impact upon family and group organization. Welfare policies and Social Policies. The following specialized areas will be touched upon. Criminology; Policies and Problems in Education; Housing; Health and Provision of food.

PAD 437: INTERNATIONAL ADMINISTRATION 2 UNITS

The course deals with the nature of administration of international organizations; functions of international organizations such as the League of Nations, the United Nations Organizations, the African Union, ECOWAS, European Union, NATO etc. The management of international bodies in the planning and execution of international aid, maintenance of international peace, settlement of disputes and

management of international conflict. Special emphasis on Nigeria's peacekeeping under ECOMOG, etc.

PAD 438: PUBLIC FINANCE

3 UNITS

The course focuses on the meaning of Public Finance, its importance, Distinction between public and private finance; Relationship between Public Finance and other disciplines; Constitutional, Statutory and Legal Bases of Public Finance; Structures, Sources of Revenue/ Determinants. Expenditure Pattern, Revenue Planning (Estimates issues and Prospects; Expenditure Planning and Forecasting; Need for Expenditure Planning; its process; Distinction between Expenditure Planning and Forecasting; Budgeting and Control; Monetary and Fiscal Policies of Government and its Essence; Inter-Governmental Fiscal Relations and Constraints. Nigeria as an example; Public Debt Management; issues in Public Finance, Control, Leadership and Financial Accountability.

PAD 499: RESEARCH ESSAY

4 UNITS

This is the final year research project intended to test the student's skill in analysing and writing research report based on an empirical study of a specific subject matter or topic in public administration.

PAD 513: ADMINISTRATIVE LAW AND ORGANIZATION

2 UNITS

Overview of the administrative process; constitutional systems, history of constitutional development, power of administrative agencies, legislative and presidential authority, purpose of administrative agencies, delegation, administrative policy, the role of the courts in administrative law, history of administrative law, process of administrative law, types of administrative agencies- executive, independent regulatory agencies, policy behind administrative law, judicial review, administrative procedure - rule, rulemaking, order, adjudication, agency proceedings, ex-parte communication, procedural rules in public administration, judicial review of administrative action, Supreme Court, statutory and non-statutory review, constitutional structure of government; federal and state constitution, legislative control of administrative agencies, etc.

GENERAL INFORMATION ON GENERAL STUDIES (GST) COURSES

GST courses are (must be taken and passed before graduation) for all University of Lagos students (UME and Direct Entrants) 200 level entrants by any means are NOT exempt from 100 level GST courses.

Discontinued GST Courses

With effect from 2002/2003 session, GST 103, 104, 106, and 113 have been discontinued and will be run as tutorials **ONLY FOR Pre-2002/2003 STUDENTS WHO HAVE NOT PASSED THE DISCONTINUED COURSES**. In effect, **NO STUDENT WHO REGISTERED AFTER 2001/2002 SESSION** is expected to register for, or take these four discontinued GST courses unless a re-introduction is approved by the Senate. Starting from 2012/2013 Session no discontinued GST course will be examined.

Grading System for GST Courses with Effect from 2002/2003 Session

Beginning with students (UME and Direct Entry) admitted from 2002/2003 session, examination for GST courses shall be determined on a pass (40%) and above or Fail (39%) basis will not be used in the computation of Grade Point Average (GPA). For students admitted BEFORE 2002/2003 sessions, the grades of GST Courses are used in the computation of GPA.

It is necessary to advise that the fact that the results of GST courses are not used in the computation of GPA does not imply they are not important for graduation. For example, if a student failed an elective course, whose grade is not used in the computation of GPA, he or she can still graduate if the required number of units for graduation has been passed. However, a student cannot graduate without passing all the GST courses, even if such results are not used in the computation of GPA.

Additional Notes

1. All GST courses carry unweighted credit load of 2 units.
2. It is hoped that you will find the above information useful and that your Course Advisers will take note of the grading systems for Pre 2002/2003 and Post 2002/2003 students.

From 2011/2012 Session

GST 102 - Philosophy, Logic and Philosophy of Science

GST 103 - Nigerian Peoples and Cultures

GST 105 - Use of English

GST 201 - General African Studies

GST 214 - Basic Computer Studies

GST 307 - Entrepreneurship and Corporate Governance

SYNOPSIS OF THE GST COURSES

GST 102 (PHILOSOPHY, LOGIC AND PHILOSOPHY OF SCIENCE)

Problems and Scope of Philosophy
Metaphysics as a Branch of Philosophy
Epistemology as a Branch of Philosophy
Ethnics and Aesthetics
Socio-Political Philosophy
Logic: Its Nature and Scope
Fallacies and Conditional Statements
Basic Concepts of Quantification Theory
Elements of Formal Logic
Man, Philosophy, Science and Technology
Scientific Method: an Exposition
The Rise and Development of Science and Technology
Environmental Philosophy
Common Features of Science
Epistemological Appraisal of Scientific Methodology

GST 103 (NIGERIAN PEOPLES AND CULTURES)

An Ethno-historical survey of Nigeria
The evolution of Nigerian Culture
The political culture and urban development in Nigeria
Inter-group relations among Nigeria Communities
Islamic culture and the Nigerian Society
Christianity and the development of the Nigeria state
Nigeria in the 19th century
The economy and the state from the pre-colonial times to the present
Western influence on Nigeria in the age of new imperialism
The role of women in National development
The growth of nationalism and the political evolution of Nigeria
The influence of American education on the evolution of Nigerian culture
Nigerian since independence

GST 105 (USE OF ENGLISH)

Listening Skills

Lectures and Note-taking, Obstacles to Effective Listening, Effective Listening Techniques

Speaking Skills I

The Organs of Speech, Symbols and Transcriptions, The Sounds of English

Speaking Skill II

Phonetics and Phonology, Syllable and Stress, Pronunciation Skills

Reading Skills I

Types of Reading, Reading Deficiencies, Strategies for Effective Reading

Reading Skills II

Reading Comprehension, Comprehension and Summary, Strategies for Summarization

Reading Skills III

Study Reading, SQ3R, Other Methods of Study Reading

Reading Skills IV

Library Resources, Internet Resources

Writing Skills I

The Paragraph, Topic Sentence, Structure of a Paragraph

Writing Skills II

Essay Writing, Essay Parts (COEM), Connecting Paragraphs in an Essay.

Writing Skills III

Punctuation, Capital Letters, Spelling

Vocabulary

Strategies for Learning, Types of Meaning, Word Formation Strategies

Grammar

Grammatical Hierarchy, Word Class, Phrases, Clauses.

GST 201 (GENERAL AFRICAN STUDIES)**CULTURE & SOCIETY IN AFRICA**

i. Culture & Society in Africa, ii. Social Organisation, iii. Social Change.

SOCIAL ORGANISATION

- i. Definitions of Social Organisation
- ii. Family and Kinship-Structural Varieties
- iii. Marriages, Homogamy, Levirate, Ghost, etc.
- iv. Antecedents of Marriage and Family
- v. Rules of Residence and Descent
- vi. Pre-colonial Economic and Political Arrangements including Dispute Resolution

SOCIAL CHANGE

- i. Concept and Theories of Social Change
- ii. Agents of Social Change-Family, Social Actors, Mass Media, Government, Social Groups, Schools, etc. Targets of Social Change.

AFRICAN LANGUAGE AND LITERATURES

- i. The Language picture of Africa
- ii. Official & Vernacular/Pidgin in Africa
- iii. Written & Unwritten Languages

AFRICAN MUSIC & DANCE

- i. Dances and Music in Africa - Definitions and Varieties, ii. Popular Culture,
- iii. Music Therapy

THE GEOGRAPHY OF AFRICA

- i. Spatio-temporal Characteristics of Africa
- ii. Social Economics and Urban geographies
- iii. Problems of Modern Development: transportation Issues, Population, Urban Congestion, etc

Traditional Medicine in Africa

- i. Types of African Medical Herbs
- ii. Categories of Indigenous Healers in Africa
- iii. Merits and Demerits and Integration of Indigenous Healing system with 'Orthodox' Therapy.

Race & Identity

- i. Blood groups and Transfusion
- ii. Paternity testing
- iii. Sex Determination

GST 214 (BASIC COMPUTER STUDIES)

Introduction to Computer Systems

Input and Output devices

Central Processing Unit and Storage Devices

Introduction to Windows Operating System

Introduction to Word Processing Software

Creating and Saving of Document

Formatting Documents

Creating and Editing Table

Advanced Word Processing Features

Introduction to Spreadsheet

Database Management

Introduction to Electronic Communication and the Internet

GST 307 (ENTREPRENEURSHIP AND CORPORATE GOVERNANCE)

MODULE 1: KNOWING YOUR BUSINESS ENVIRONMENT

Nigerian Business Environment

Challenges

Prospect

Entrepreneurship and Entrepreneurs

Concepts of Entrepreneurship Intrapreneur

Attributes and Motivations of an Entrepreneur

The Role of Entrepreneurship in National Development

Promotion of Entrepreneurship

Government Policies

Supporting Agencies:

(bi) State

(bii) National

(biii) International

External Business Environment

Export Trade (Benefit NAPAD, AGAO, for Export Trade)

Impact of Globalization

MODULE 2: STARTING YOUR OWN BUSINESS

Generating Business Ideas and Information Gathering

Environmental Scanning for Business Opportunities

Sources of Business Information
Types of Project
Project Selecting Criteria
Formation of Business Organization
Forms of Business Organization
Registration/Incorporation Procedure
Administrative and Legal Effect of Registration/Incorporation
Preparation of a Business Plan
The Need for a Business Plan
The Planning Process
Elements of a Good Business Plan

MODULE 3: MANAGING YOUR OWN BUSINESS

Effective Business Management: An Overview
Marketing
Personnel Functions
Time Management
Health and Safety Issues Including Management of HIV/AIDS in the Workplace
Project Management

MODULE 4: FINANCING YOUR OWN BUSINESS

Sources of Finance for Establishing Business in Nigeria
Avenue of Finance
Requirements
Problems of the Various Sources (including solutions)
Financial Statement Analysis
Budgeting
Cash Flow Analysis
Interpreting Financial Statement
Working Capital Management
Concept of Working Capital
Stock Management
Debtors Management

MODULE 5: CORPORATE GOVERNANCE

The Nature and Essence of Corporate Governance in Business
Concept of Corporate Governance (Definition from various angles)

Principle and Attributes/Facets of Corporate Governance
The Nature and Essence of Corporate Governance in Business
Guiding Principles of Corporate Governance
Vision
Mission Statement
Goal Setting (including objectives for the organization)
Effective Communication
Business Ethics: Accountability and Corporate Integrity
Overview of Business Ethics

CORPORATE GOVERNANCE

Introduction: The importance and relevance of Corporate Governance in Entrepreneurship cannot be overemphasized. This is more so in today's globalized market economy which is characterized by competitiveness based on quest for best practice. The module focuses on such issues as: The meaning and the essence of Corporate Governance in Business; the guiding principles of corporate governance particularly the place of Vision, Mission and Goal Setting in i.e. Accountability Business Organizations; and Business Ethics and Corporate Integrity.

Modular Objectives

On the completion of this module, you should be able to:

- Define the notion of corporate governance;
- Argue for the inclusion of corporate governance as a component of entrepreneurial studies;
- Write a vision and a mission statement for a named business organization;
- Establish the relationship between accountability and corporate integrity
- Discuss factors that hinder accountability and corporate integrity in private and public organizations;
- And suggest ways to encourage the practice of corporate governance in organization.