

**LAUTECH OPEN AND DISTANCE LEARNING CENTRE**

**BSc. AGRIC EXTENSION AND RURAL DEVELOPMENT**

**HAND BOOK**

**THE PRINCIPAL OFFICERS**

**OF THE UNIVERSITY**

THE VICE CHANCELLOR

**Prof. A. S. Gbadegesin**

THE REGISTRAR

**Mr. J. A. Agboola**

THE ACTING BURSAR

**Mr. G. A. Egunranti**

THE UNIVERSITY LIBRARIAN

**Mr. I. O. Ajala**

**UNIVERSITY ADDRESSES**

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University Campus College of Health Sciences

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Osogbo, Osun State Osogbo, Osun State,

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**SOURCES OF INFORMATION**

|  |  |
| --- | --- |
| **SERVICES** | **LOCATION OF OFFICE** |
| Admission, Pre-Registration, Course Registration, Matriculation, Examination matters, Records/Academic Transcript, Change of Names | Academic Liaison of the LODLC, LAUTECH, Ogbomoso |
| Scholarship and Prizes, Bursary Awards, Guidance and Counseling, Students’ Welfare/NYSC Matters, Registration of Clubs, Associations and Religious Fellowship and Foreign Students’s Matters. | The Student Affairs LAUTECH, Ogbomoso |
| Payment of Fees | E-Payment to LODLC Account,  LAUTECH, Ogbomoso |
| Library | E-Library of the LODLC and Olusegun Oke Library, LAUTECH, Ogbomoso |
| Postgraduate Studies | Postgraduate School, LAUTECH, Ogbomoso |
| Health Services | Health Centre, LAUTECH, Ogbomoso |
| Information and Communication Technology | ICT LAUTECH, Ogbomoso |
| Sports and Athletics | Sports Unit, Registry Department, LAUTECH, Ogbomoso |
| Research and Development | Centre for Research and Development, LAUTECH, Ogbomoso |
| Security | Security Office, LAUTECH, Ogbomoso |
| Postal Services | LAUTECH, Post Office, Ogbomoso |
| University Publications, Public and Alumni Relations | Public and Alumni Relations Unit, Vice Chancellor’s Office, LAUTECH, Ogbomoso |

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**PROVOST/DEANS OF FACULTIES**

**1.** **Provost, College of Health Sciences**

Prof. S. S. Taiwo

**2**. **Dean, Postgraduate School**

Prof. L. A. Sunmonu

**3. Dean, Faculty of Agricultural Sciences**

Prof. A. O. Ajao

**4. Dean, Faculty of Basic Medical Sciences**  
 Prof. O. A. Olowe

**5. Dean, Faculty of Clinical Sciences**

Prof. P. B. Olaitan

**6. Dean, Faculty of Engineering and Technology**

Prof. K. A. Adebiyi

**7. Dean, Faculty of Management Sciences**

Prof. J. O. Adewoye

**8. Dean, Faculty of Environmental Sciences**

Prof. A. M. O. Atolagbe

**9. Dean, Faculty of Pure and Applied Sciences**

Prof. A. T. Oladipo

**10. Ag. Dean, Student Affairs**

Dr. S. O. Adewale

**MEMBERS OF STAFF OF LODLC**

|  |  |  |  |
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| **INFORMATION, ADVICE AND GUIDANCE OFFICERS** |

|  |  |  |  |
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| 30 | Mr. I. A. Lanase | Help Desk Officer | [lanalautech@gmail.com](mailto:lanalautech@gmail.com) |

**THE HISTORY OF LADOKE AKINTOLA UNIVERSITY OF TECHNOLOGY, OGBOMOSO**

The conception of the University began in 1987 when Governor Adetunji Olurin, the then Military Governor of Oyo State, whom in response to a letter from the Governing Council of the Polytechnic Ibadan, set up a seven member inter-committee under the chairperson of Mrs. Oyinkan Ayoola. The committee submitted its report in 1988 and recommended the establishment of a state university. In response to their submission, a 15 member committee of distinguished academicians under the chairmanship of Professor J.A Akinpelu was inaugurated to further deliberate on the matter. The committee again retained the earlier recommendation of the necessity for a university in the then Oyo State. Several other committees, notably that of the Archdeacon (Dr) E.O. Alayande also deliberated on the viability of an Oyo State University. In October 1989, an inter-ministerial committee set up by the Governor, Col. Sasaeniyan Adedeji Oresanya under the Chairperson of Mrs. Lydia Oyewumi Abimbola, the State Commissioner for Education conclusively approved the idea and launched the Higher Education Development Appeal Fund of the University. A total sum of N19m was realized in both cash and pledges from the launching ceremonies conducted in the State Capital and in all the 42 Local Government Areas of the State. Bashorun M.K.O. Abiola who was the Chief Launcher, donated a total sum of N2.5million.

On 9th February 1990, the Abimbola Administerial Committee established a technical committee of distinguished Academicians chaired by Prof. (Chief) E.A. Tugbiyile to formulate the blue print for the infrastructure and administration of the new university. The Committee submitted its report on 12th April, 1990 to the Government and was approved immediately on 13th April, 1990. With the Federal Mdilitary Government having acceded to the State’s request to set up the new University, Col. Oresanya signed the Edict establishing the University on 23rd April, 1990. He announced on 2nd May, 1990, the appointment of Professor Olusegun Ladimeji Oke (FAS), a distinguished Chemist as the first Vice-Chancellor of the University. In addition, the names of the Pro-Chancellor, Prof. Ojetunji Aboyade and other members of the first Governing Council were announced on 28th May, 1990 while Col. Sasaeniyan Oresanya himself became the first Chancellor in January, 1991 with the approval of the succeeding Visitor, Col Abdulkarim Adisa. Other foundation Principal Officers were: Late Dr. O.D Tinuoye as the Registrar, Mr. D.O Olopade (Ag. Bursar) and Dr. Fasanya (Librarian).

The first Academic session began on 19th October, 1990 with a total number of four hundred and thirty six (436) candidates offered admission to various courses in four Faculties namely: Agricultural Sciences, Environmental Sciences, Engineering and Technology and Pure and Applied Sciences. The College of Health Sciences was established in October 1991 with thirty (30) students.

Arising from the creation of Osun State from the former Oyo State, the name of the University was changed from Oyo State University of Technology to Ladoke Akintola University of Technology, Ogbomoso and the Edict that established the University was appropriately amended.

On June 15th 1997, at the expiration of the tenure of the first Vice-Chancellor, a Sole Administrator in person of Prof. A.M. Salau JP, FNIP, a renowned Physicist was appointed. He later became the Acting Vice-Chancellor on July 6, 1999 and substantive Vice-Chancellor, from May 23, 2000 to May 22, 2005. The Principal Officers during his tenure were Prof. J.O. Olapade and M.A Osundina as Deputy Vice-Chancellors, Messrs J.O. Oladokun, and Y.O Gbadamosi as Registrar and Acting Registrar respectively; Mr. T.O. Oyeleye, Bursar and Mr G. Adio, Acting Librarian.

On May 23, 2005, Prof. T.I Raji was appointed as the Acting Vice-Chancellor, the position he held till September 30, 2005. Thereafter, Prof. B. B. Adeleke, C. Chem; FCSN MNES assumed office as the third Vice-Chancellor of the University on October, 1, 2005 while Prof. R.O.R. Kalilu was elected as the Deputy Vice-Chancellor on January 5, 2006. The other Principal Officers namely: Dr. J.O. Faniran, Mr. E.A. Alagbe and G. Adio assumed office on July 1, 2006 as Registrar, Bursar and Librarian respectively, while Prof. O.O. Ojediran was elected as the Deputy Vice-Chancellor on January 22, 2008. On April 30, 2010, the Governing Council of the institution announced the appointment of Prof. Moshood Lanrewaju Nassar as the Ag. Vice-Chancellor of the Institution while Mr. Niyi Fehintola assumed office as the institution’s Ag. Registrar on July 27, 2010. Prof. A.S Gbadegesin was announced as the Ag. Vice-Chancellor on August 5, 2011 while Messrs J.A Agboola, A.A Okediji and I.O Ajala were appointed as Ag. Registrar, Ag. Bursar and Ag. Librarian respectively.

Currently, Prof. A.S Gbadegesin, is the substantive Vice-Chancellor while Messrs J.A Agboola, and I. O. Ajala are also in substantive capacities in the positions of Registrar and U niversity Librarian respectively.Mr.Egunranti,the .Bursar is in acting capacity.

All other information about Ladoke Akintola University of Technology, Ogbomoso could be obtained from the University website *–* [***www.lautech.edu.ng***](http://www.lautech.edu.ng)

**HISTORY OF LODLC**

The then Ag. Vice-Chancellor, Professor M. L. Nassar engaged the services of a Consultant and training outfit to assist in steering the University towards applying for an Open Distance Learning license sometime in 2011. During his tenure, a number of trainings were conducted towards obtaining license and commencement of ODL but it was not successful. The above process was steered by Academic Planning Unit.

In March 2011, a total of 17 members of academic staff attended training on the fundamentals of ODL. This was followed by a second set of 145 in May of the same year. You would agree with me that given this population size, we cannot exactly say that members of staff of LAUTECH are ignorant of the principles and practice of ODL. 45 individuals were trained in content development in Lagos in June 2011. This was to be a train-the-trainers intensive workshop involving various tools and multimedia devices. We followed up with trainings on ODL policy formulation in October 2012, two capacity building workshops for e-tutors and learner support teams in February and May 2014.

**Table 1: List and Number of ODL Training**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Date** | **Location** | **Participants** | **Focus** |
| 1. | 7th – 11th March, 2011 | Lagos | 17 members of staff | Fundamentals of ODL |
| 2. | 9th – 13th May, 2011 | LAUTECH | 145 members of staff | Fundamentals of ODL |
| 3. | 2nd – 4th June, 2011 | Lagos | 45 members of staff | Course content development |
| 4. | 4th – 6th October, 2012 | Lagos | 4 members of staff | Policy formulation for LODL |
| 5 | 11th – 15th Feb. 2014 | Lagos | 12 members of staff | Capacity building Workshop |
| 6. | 5th – 9th May 2014 | LAUTECH ICT | 36 members of staff | Capacity building Workshop II for E-tutors and Learner Support |
| 7. | 5th – 9th May 2014 | LAUTECH Senate Chamber | Stakeholders’ Sensitization workshop | Awareness of ODL |
| 8. | 1st – 5th September 2014 | LAUTECH ICT Centre | 38 members of staff | NUC Guidelines in Evaluation and Assessments for ODL |
| 9. | 22nd – 30th September, 2014 | Lagos | 13 members of staff | Completion of Courseware Development |

In March 2012, a twelve man Committee was set up on a four year projection plan for LAUTECH ODL through the decision extract of the Senate meeting of Thursday February 23, 2012 with Professor M. O. Ologunde and Mrs. J. O. Oyetola as Chairman and Secretary respectively. The committee was to look into Open and Distance Learning programmes approved in principle and suggest the final draft to Senate.

The latest Committee named Implementation Committee on LAUTECH Open and Distance Learning was set up on June 11, 2012, **by Prof. A. S. Gbadegesin, headed by Professor O. O. Fawole** with a clear mandate from the Senate to midwife the adoption and full Implementation of ODL in LAUTECH which is almost reaching a take off stage after the approval by Senate of four programmes namely: Computer Science, Accounting, Marketing and Nursing Science with the following as members of the committee

1. Prof. T. Ebijuwa - Postgraduate School
2. Prof. S. O. Jekayinfa - Director, Academic Planning
3. Prof. B. I. O. Ade-Omowaye - Food Science & Engineering Department
4. Dr. D. A. Adekanle - O & G Department (CHS Osogbo)
5. Dr. O. T. Arulogun - Director LICT
6. Dr. A. Lateef - Science Laboratory Technology Department
7. Mr. V. S. Ayodele - Student Affairs Unit
8. Mrs J.O Oyetola - Secretary
9. HOD of Approved programmes - Co-opted

The LODLC Board was constituted on September 1, 2015 with the following as members;

1. Prof. A.S Gbadegesin - Chairman
2. Prof. T. Ebijuwa - Director
3. - Deputy Director
4. Prof. O.S Amuda - Vice Chancellor’s Representative
5. Mr. M.A Folayowon - Registrar Representative
6. Mr. A.A Okediji - Bursar Representative
7. Dr. Mrs. O.O Oyewumi - Librarian Representative
8. Prof. O.S Olabode - Council Representative
9. - Senate Representative
10. Prof. K.A Adebiyi - Dean Faculty of Engineering and Technology
11. Dr. Mrs. E.O Adesina - NUC Representative
12. Prof. A.A Adegbola - Director, Academic Planning
13. Dr. O.T Arulogun - Director, LICT
14. - ICT Expert
15. Mrs. J.O Oyetola - Secretary

There has been a lot of commitment in terms of finance, time and effort of members of staff of the University towards this enterprise. We would like to mention specifically that these trainings were done with the ODL guidelines proposed by the NUC in mind. One of the earlier trainings produced a draft policy document for LAUTECH ODL.

One needs to mention that there were a few problems with the acceptance of the ODL idea at the beginning due to what was generally perceived as the violations of procedure by the last dispensation. Subsequently, in order to ensure a system approach and University-wide ownership of the LODL, the Vice Chancellor, Professor A. S. Gbadegesin took steps to obtain Senate approval to commence action. We shall outline some of the decisions taken by the Senate below.

**Steps Taken by Senate So Far**

* Approval of the establishment of LAUTECH ODL Center (LODLC)
* Approval of the take-off of LAUTECH ODL with four programmes namely: B.Sc. Computer Science, B.Sc. Accounting, B.Ns Nursing Science and B.Sc. Marketing
* Constitution of LAUTECH ODL implementation committee
* Approval of the LAUTECH ODL Policy framework

It is gratifying to note that we have the full support of Senate. The University Management has followed the leadership of the Senate by undertaking the following:

**Steps Taken by the Management**

* Initiation and funding of trainings on ODL methodologies
* Provision of building, office furniture Office and administrative staff
* Funding of activities of LAUTECH ODL implementation committee
* Provision of ICT infrastructure and manpower
* Support for course materials development
* Appointment of LODLC Project Consultant
* Allocation of take-off building to the LODLC
* Provision of Financial Allocation
* Support of Bursary and Registry

**Available Infrastructure and Capacity**

The committee can report authoritatively that the following infrastructures are in place to support a credible ODL operation in the University.

* Campus wide computer network facilities with internet provision
* Computer Based Testing (CBT) capability infrastructure that could handle at least 800 candidates at once
* Smart Lecture rooms with multimedia learning technology tools
* Well-equipped physical and electronic libraries
* Standard laboratories
* ODL methodology compliant tutors
* Warehouse that can accommodate 20,000 course materials

**Surveys and Research**

We have also surveyed the primary locale for ODL deployment to determine

* the level of ICT literacy and the support of the university community
* Private infrastructure as well as the economic status,
* psychological preparedness
* Familiarity with ODL mode of clientele.

This is done in order to ensure that we deploy a system that is accessible and sustainable, and are better informed about the level and depth of support and training to give our clientele.

**UNIVERSITY GOVERNANCE**

Ladoke Akintola University of Technology is an autonomous public institution with the general function of providing liberal higher education. The governing organs of the University consists of the Chancellor, Pro-Chancellor, Vice-Chancellor, Council, Senate, Congregation, all Graduates and Undergraduates of the University in accordance with the provisions of the Ladoke Akintola University of Technology, Ogbomoso Edict No.1 of 1990.

**THE COUNCIL**

The Council is the supreme governing authority of the University responsible for policy decisions that have financial implications, the general management of the University affairs, especially the control and maintenance of the property and expenditure of the University. The Council has the power to do anything which in its opinion, is calculated to facilitate the activities of the University, including the regulation of the constitution and conduct of the University. Some members of Council are drawn from the general public. The Pro-Chancellor is the Chairman of Council. Other members of Council are the Vice-Chancellor, the Deputy Vice-Chancellor with the Registrar as the Secretary.

**THE SENATE**

The formulation of Academic polices including the organisation and control of all academic activities of the University is the responsibility of the University Senate. The Senate is the coordinating body for academic recommendations from the various Faculties and Departments. It gives directives on academic matters through Boards of Colleges and Faculties. The membership of the Senate consists of the Vice-Chancellor as the Chairman, all Professors, Deans, Heads of Department, the University Librarian with the Registrar as the Secretary.

***The Senate performs the following functions among others:***

(a) Establishment, organisation, control and allocation of responsibilities to Faculties and Departments in the University.

(b) Organisation and control of course(s) of study in the University and Examinations conducted towards the award of relevant degrees in those courses.

(c) Award of degrees and other such qualifications as may be prescribed in line with the aforementioned examinations.

(d) Recommendations to the Council with respect to the award to any person an Honorary Fellowship, Honorary Degree or the title of Emeritus Professor and selection for admission as students in the University.

(e) Determination of what descriptions of dress shall be academic dress for the purpose of the University functions and regulation of the use of Academic Dress.

(f) Appointment and Promotions of Teaching Staff.

(g) Supervision of students’ welfare at the University and regulation of their conduct.

(h) Grants of scholarship, prizes and similar awards so far as the award is within the control of the University.

The work of the Senate is carried out through an intricate network of Committees, including the Committee of Provost and Deans, the Development Committee, Students Disciplinary Committee, Farm Management Committee, Board of Postgraduate school etc.

**CONGREGATION**

Congregation is the general assembly of all graduates who are members of staff of the University**,** both teaching and non-teaching. The Vice-Chancellor is the Chairman. The Congregation has the general functions of serving as a forum for the discussion of any of the University’s problems or issues and can make recommendations to Senate and Council in each of which it has two representatives. Congregation is also represented in the Search Committee for the appointment of the Vice-Chancellor.

**COLLEGE AND FACULTY BOARDS**

The University essentially operates the Faculty System. Each Faculty is governed by a Faculty Board, which broadly controls the academic programmes of the Faculty subject to senate approval. In order that senate may not be over-burdened by details, great deals of its functions are delegated to the Faculty Board. The Chairman of the Faculty Board is the Vice-Chancellor represented by the Dean who is elected for a specific period of time from among the Professors in the particular Faculty or appointed by the Vice-Chancellor. The College of Health Sciences, however, operates the collegiate system. The Chairman of the College Board is the Vice-Chancellor represented by the Provost. There are two Faculties (Basic Medical Sciences and Clinical Sciences) within the College.

Part of the functions of the Dean and the provost is to present at Convocation for the conferment of the Degrees, persons who have qualified for degrees of the University at University examinations held in the various Departments within the Faculty or College.

**PHILOSOPHY OF LODLC**

The philosophy of the LODLC is driven by an overriding desire to open up access to high quality, global standard and relevant education in an environment that is flexible, open, and humane and speaks to personal and collective realities. In pursuit of this, only appropriate technology shall be deployed and barriers to an engaging and satisfying learning experience will be minimized.

**PHILOSOPHY OF THE PROGRAMME**

The philosophy of Agricultural programme is driven by the desire to produce the first rate of Agricultural graduates, with a broad based training in Agricultural science. Agriculture as a profession will inspire graduates of Agriculture to be agents of positive change in the society. The programme will equip graduates with a strong sense of ethical responsibility to provide solutions to problem of the Agricultural industry and the whole nation at large.

**OBJECTIVES OF THE PROGRAMME**

The programme is expected to produce a graduate who are capable of:

* Starting their own Agribusiness projects as medium scale enterprises
* Becoming a professional consultant to agro-allowed, agro-based companies, research institutions, financial bodies and Non-Governmental Organizations (NGOs) within and outsides the countries.
* Becoming a lecturer in any tertiary institutions
* Being employed as farm managers or marketing managers in private commercial farms/firms
* Being hired by Banks and Non-Governmental Organization (NGOs) as Project Officers and Evaluation Officers
* Being employed by government ministries and parastatals

**ADMISSION REQUIREMENT**

## Admission by U.T.M.E.

Admission to 100 levels is on the basis of meeting the minimum requirements as specified by JAMB.

All applicants shall be placed at levels determined by their performance at a literacy and communication competence test

Candidate must possess at least five (5) credit passes in SSCE/GCE/NECO/NABTEB at not more than two sittings and the subjects must include English Language, Agricultural Science / Biology, Chemistry and any other subjects from sciences course.

Candidates are also required to fulfill entry requirements as may be prescribed by the University from time-to-time.

## Admission by Direct Entry

Candidates are required to have good passes at College of Agricultural Science, Ordinary level Diploma (OND), with upper Credit and Higher National Diploma (HND) from recognized Polytechnics with a minimum of Lower Credit in relevant courses.

Third Class degree in Agricultural Science or related disciplines may also be considered.

Candidates in any category above must obtain Five (5) Credit passes at not more than two sittings in WAEC, NABTEB and or NECO as stated above.

**PENALTY FOR GAINING ADMISSION WITH FALSIFIED CREDENTIALS/CERTIFICATES**

Candidates admitted to the University are seriously warned in their own interest, not to present false credentials/certificates to the University for Admission. The law that established LAUTECH empowers the Senate to deprive such person of any Degree, Diploma or other Award of the University which has been conferred upon him/her if after due enquiry, it is discovered that the candidate has fraudulently gained admission into the University or obtained that award. Candidates offered admission to the University but who presented falsified credentials for registration would automatically forfeit such admission and be handed over to the Police for prosecution.

**CONDITIONS FOR DEFERMENT OF ADMISSION**

Any new student who, on account of ill-health or other unforeseen circumstances, wants to defer his/her admission must satisfy the following conditions:

* + 1. Must be duly registered and matriculated; and
    2. Must have paid all fees and obtained receipts
    3. Any new students who wants to defer his/her admission should apply through the Programme Coordinator Board Secretary to the director
    4. The Academic Board will consider the application and make necessary recommendation to the Governing Board of the Centre.

**REQUIREMENTS FOR AWARD OF THE DEGREE**

To be eligible for the award of a degree, a student must satisfactorily complete not less than 218 units prescribed for the degree. He/she must, in addition, complete successfully, all compulsory courses as well as required and electives for the degree as prescribed. The final degree examination shall be moderated by an external examiner not below the rank of senior lecturer to be appointed annually for the final year class by the Governing Board.

**DURATION FOR THE PROGRAMME**

To qualify for a degree in the LODLC of the University, each student shall normally be required to spend a minimum period of three to five academic years depending on the mode of admission.

**CLASSIFICATION OF DEGREE**

The degrees awarded by the University are classified in the following manner:

|  |  |
| --- | --- |
| **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** |

**COURSE OUTLINE FOR THE PROGRAMME**

Students admitted into the programme are expected to take the following courses:

Agricultural Economics Curriculum:

First Semester 100-Level

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| BIO 101 | General Biology I | 3 | C | 45 | - |
| CHM 101 | General Chemistry I | 3 | R | 45 | - |
| CSC 101 | Introduction to Computer Science | 3 | R | 30 | 45 |
| GST 111 | Communication in English I | 2 | C | 30 | - |
| GST 113 | Nigerian Peoples and Culture | 2 | E | 30 | - |
| GST 121 | Use of Library, Study Skills and ICT | 2 | C | 30 | - |
| MTH 101 | Elementary Mathematics I | 3 | R | 45 | - |
| PHY 101 | General Physics I | 3 | R | 45 | - |
| PHY 107 | General Physics Practical I | 1 | R | - | 45 |
|  | **Total** | **21** |  |  |  |

Keys: LH - Lecture Hour, PH- Practical Hour, E- Elective Courses, R- Required Courses,

C – Compulsory courses.

**Second Semester 100-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| BIO 102 | General Biology II | 3 | C | 45 | - |
| CHM 102 | General Chemistry II | 3 | R | 45 | - |
| GST 112 | Logic, Philosophy and Human Existence | 2 | R | 30 | - |
| GST 122 | Communication in English II | 2 | C | 30 | - |
| MTH 102 | Elementary Mathematics II | 3 | R | 45 | - |
| PHY 102 | General Physics II | 3 | R | 45 | - |
| PHY 108 | General Physics Practical II | 1 | R | - | 45 |
| CSC 102 | Introduction to Problem Solving | 3 | C | 30 | 45 |
|  | **Total** | **20** |  |  |  |

First Semester 200-Level

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| AED 201 | Introduction Agric. Ext. & Rural Sociology | 3 | C | 30 | 45 |
| AGE 201 | Introduction to Agricultural Economics | 2 | C | 30 | - |
| AGM 211 | Technical Drawing | 2 | R | 15 | 45 |
| FWM 201 | Introduction to Forestry & Wildlife Mgt. | 2 | C | 30 | - |
| ANP 201 | Introduction to General Agric. (Animals) | 3 | C | 30 | 45 |
| CRP 201 | Introduction to General Agric. (Crops) | 3 | C | 30 | 45 |
| SOS 201 | Principles of Soil Science | 2 | R | 30 | - |
| STA 201 | Statistics for Agric & Biological Sciences | 3 | R | 60 | - |
| GST 211 | Environment & Sustainable Development | 2 | R | 30 | - |
| GST 223 | Introduction to Entrepreneurship | 2 | R | 30 | - |
|  | **Total** | **24** |  |  |  |

**Second Semester 200-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| ANP 202 | Farm Animal Anatomy & Physiology | 3 | C | 30 | 45 |
| CRP 202 | Crop Anatomy, Taxonomy & Physiology | 3 | C | 30 | 45 |
| HSM 200 | Introduction to Home Science & Mgt. | 3 | R | 30 | - |
| WMA 202 | Introduction to Climatology & Biogeography | 3 | R | 30 | 45 |
| FST 204 | Introduction to Food Science &Technology | 2 | R | 30 | - |
| ANP 204 | Introduction to Agricultural Biochemistry | 3 | C | 30 | 45 |
| GST 222 | Peace Studies and Conflict Resolution | 2 | R | 30 | - |
| GST 224 | Leadership Skills | 2 | R | 30 | - |
|  | **Total** | **22** |  |  |  |

**First Semester 300-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| AED 301 | Ext. Teaching, Learning Process & Methods | 2 | R | 30 | - |
| AED 303 | Ext. Methodologies for Transfer of Agricultural Technologies | 2 | C | 30 | - |
| AGE 301 | Principles of Production Economics | 2 | C | 30 | - |
| AGM 311 | Introduction to Farm Machinery | 2 | R | 15 | 45 |
| ANP 301 | Ruminant Animal Production | 2 | C | 15 | 45 |
| ANP 303 | Animal Genetics & Breeding | 3 | R | 30 | 45 |
| CPT 301 | Principles of Crop Protection | 3 | C | 30 | 45 |
| CRP 301 | Arable Crops Production | 3 | C | 30 | 45 |
| CRP 303 | Crop Physiology | 3 | C | 30 | 45 |
| GST 311 | Entrepreneurship | 2 | R | 30 | - |
|  | **Total** | **24** |  |  |  |

**Second Semester 300-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| AGE 302 | Principles of Farm Management | 3 | C | 30 | 45 |
| AGE 304 | Statistics and Field Experimentation | 3 | R | 30 | 45 |
| AED 304 | Introduction to Training Technics for Agricultural and Rural Development | 2 | C | 30 | - |
| AGM 312 | Agricultural Mechanization | 2 | R | 15 | 45 |
| ANP 302 | Non-Ruminant Animal Production | 2 | C | 15 | 45 |
| CRP 302 | Plant Genetics & Breeding | 2 | R | 30 | 45 |
| HRT 304 | Permanent Tree Crops Production | 2 | R | 30 | 45 |
| FWM 314 | Principles of Agroforestry | 2 | E | 30 | - |
| SOS 312 | Soil Chemistry and Microbiology | 3 | C | 30 | 45 |
| SOS 314 | Introduction to Soil Pedology and Physics | 2 | R | 15 | 45 |
|  | **Total** | **23** |  |  |  |

**First Semester 400-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| FPY 401 | Plantation Crop Production Technique | 3 | C | 30 | 45 |
| FPY 403 | Horticulture Crop Production Technique | 3 | C | 30 | 45 |
| FPY 405 | Crop Protection Technique | 2 | C | 30 | 45 |
| FPY 411 | Ruminant Animal Production Technique | 2 | C | 30 | 45 |
| FPY 413 | Pasture Production & Mgt. Technique | 2 | C | 30 | 45 |
| FPY 415 | Animal Health Mgt. | 2 | C | 30 | 45 |
| FPY 421 | Farm Mgt., Recording & Agric. Accounting | 3 | C | 30 | 45 |
| FPY 431 | Farm Design, Survey & Land Use Mgt. | 1 | C | 30 | 45 |
| FPY 433 | Practical Skills in Agric. Meteorology | 2 | C | 30 | 45 |
| FPY 441 | Organic Agricultural Practices & Mgt. | 1 | C | 30 | 45 |
| FPY 499 | Programme Writing & Report | 1 | C | 30 | 45 |
|  | **Total** | **22** |  |  |  |

**Second Semester 400-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| FPY 402 | Arable Crop Production Technique | 3 | C | 30 | 45 |
| FPY 404 | Soil Fertility & Soil Water Mgt. Technique | 3 | C | 30 | 45 |
| FPY 406 | Crop Post-Harvest Technique | 2 | C | 30 | 45 |
| FPY 412 | Monogastric Animal Production Technique | 3 | C | 30 | 45 |
| FPY 414 | Micro-livestock & Fish Production Technique | 3 | C | 30 | 45 |
| FPY 416 | Animal, Products, Processing & Storage Mgt. | 2 | C | 30 | 45 |
| FPY 422 | Extension Practices | 2 | C | 30 | 45 |
| FPY 432 | Farm Mechanization & Workshop Practical | 2 | C | 30 | 45 |
| FPY 498 | Field Trip | 1 | C | 30 | 45 |
|  | **Total** | **21** |  |  |  |

\*12 months industrial attachment

**First Semester 500-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| AER 501 | Diffussion1 and Adoption of Agricultural Innovations and Technology | 2 | C | 30 | - |
| AER 503 | Social Psychology in Extension | 2 | C | 30 | - |
| AER 505 | Extension Organisation, Supervision, Administration and Management | 2 | C | 30 | - |
| AER 507 | Programme Planning in Extension and Rural Development | 2 | C | 30 | - |
| AER 509 | Introduction to Technological Changes in Agriculture | 2 | C | 3 | - |
| AER 511 | Agricultural Extension Communication Methods | 3 | C | 30 | - |
| AER 513 | Research Methods in Extension and Rural Development | 3 | C | 30 | - |
| AER 515 | Agro-industrial Information Generation and Utilization | 2 | C | 30 | - |
| AER 517 | Agricultural Education and Communication | 2 | C | 30 | - |
|  | **Total** | **20** |  |  |  |

**Second Semester 500-Level**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Code** | **Course Title** | **Units** | **Status** | **LH** | **PH** |
| AER 502 | Evaluation of Agriculture Extension Programmes | 3 | C | 30 | - |
| AER 504 | Group Dynamics in Extension | 2 | C | 30 | - |
| AER 506 | Rural Community Resources, Services and Infrastructure | 2 | C | 30 | - |
| AER 508 | Rural Community Development | 2 | C | 30 | - |
| AER 510 | Rural Sociology and Social Change in Agriculture | 2 | C | 30 | - |
| AER 512 | Organisation of Rural Youth and Women Programme | 2 | C | 30 | - |
| AER 514 | Agro-industrial Extension Service | 2 | C | 30 | - |
| AER 516 | Organisation of Village Communities | 2 | C | 30 | - |
| AER 598 | Research Project | 4 | C |  | 270 |
|  | **Total** | **21** |  |  |  |

**COURSE SYNOPSIS**

**100 - LEVEL**

**BIO 101: General Biology I (3 Units: LH 45)**

Cell structure and organization, functions of cellular organelles, diversity, characteristics and classification of living things, general reproduction, interrelationship of organisms; heredity and evolution, elements of ecology and types of habitat.

**CHM 101: General Chemistry I (3 Units: LH 45)**

Atoms, molecules and chemical reactions. Modern electronic theory of atoms. Electronic configuration, periodicity and building up of the periodic table. Hybridisation and shapes of simple molecules. Valence Forces; Structure of solids. Chemical equations and stoichiometry; Chemical bonding and intermolecular forces, kinetic theory of matter. Elementary thermochemistry; rates of reaction, equilibrium and thermodynamics. Acids, bases and salts. Properties of gases. Redox reactions and introduction to electrochemistry. Radioactivity.

**CSC 101: Introduction to Computer Science (3 Units: LH 30; PH 45)**

Survey of computers and information processing and their roles in society. This course introduces a historical perspective of computing, hardware, software, information systems, and human resources and explores their integration and application in business and other segments of society. Students will be required to complete lab assignments using the PC’s operating system, and several commonly used applications, such as word processors, spreadsheets and graphics presentations applications. Internet and on-line resources, browsers and search engines.

**GST 111**: **Communication in English I (2 Units: LH 30)**

Effective communication and writing in English Language skills, essay writing skills (organization and logical presentation of ideas, grammar and style), comprehension, sentence construction, outlines and paragraphs.

**GST 113**: **Nigerian Peoples and Culture (2 Units: LH 30)**

Study of Nigerian history, culture and arts in pre-colonial times; Nigerian’s perception of his world; Culture areas of Nigeria and their characteristics; Evolution of Nigeria as a political unit; Indigene/settler phenomenon; Concepts of trade; Economic self-reliance; Social justice; Individual and national development; Norms and values; Negative attitudes and conducts (cultism and related vices); Re-orientation of moral; Environmental problems.

**GST 121**: **Use of Library, Study Skills and ICT (2 Units: LH 30)**

Brief history of libraries; Library and education; University libraries and other types of libraries; Study skills (reference services); Types of library materials, using library resources including e-learning, e-materials, etc.; Understanding library catalogues (card, OPAC, etc.) and classification; Copyright and its implications; Database resources; Bibliographic citations and referencing.Development of modern ICT; Hardware technology; Software technology; Input devices; Storage devices; Output devices; Communication and internet services; Word processing skills (typing, etc.).

MTH 101: Elementary Mathematics I (Algebra and trigonometry) (3 Units: LH 45)

Elementary set theory, subsets, union, intersection, complements, Venn diagrams. Real numbers, integers, rational and irrational numbers. Mathematical induction, real sequences and series, theory of Quadratic equations, Binomial theorem, complex numbers, algebra of complex numbers, the Argand diagram. De-Moiré’s theorem, nth roots of unity. Circular measure, trigonometric functions of angles of any magnitude, addition and factor formulae.

**PHY 101:** **General Physics I** **(Mechanics, Thermal Physics and Waves)** **(3 Units: LH 45)**

Space and Time, Units and Dimension, Kinematics; Fundamental Laws of Mechanics, statics and dynamics; work and energy; Conservation laws. Moments and energy of rotation; simple harmonic motion; motion of simple systems; Elasticity; Hooke's law, Young's shear and bulk moduli, Hydrostatics; Pressure; buoyance, Archimedes' Principles; Surface tension; adhesion, cohesion, capillarity, drops and bubbles; Temperature; heat; gas laws; laws of thermodynamics; kinetic theory of gases; Sound. Types and properties of waves as applied to sound and light energies. Superposition of waves. Propagation of sound in gases, solids and liquids and their properties. The unified spectra analysis of waves. Applications.

**PHY 107: General Practical Physics I (1 Unit: PH 45)**

This introductory course emphasizes quantitative measurements, the treatment of measurement errors, and graphical analysis. A variety of experimental techniques will be employed. The experiments include studies of meters, the oscilloscope, mechanical systems, electrical and mechanical resonant systems, light, heat, viscosity, etc., covered in PHY 101 and PHY 102. However, emphasis should be placed on the basic physical techniques for observation, measurements, data collection, analysis and deduction.

**BIO 102: General Biology II (3 Units: LH 45)**

A generalized survey of the plant and animal kingdoms based mainly on study of similarities and differences in the external features, ecological adaptation of these forms.

**CHM 102: General Chemistry II (3 Units: LH 45)**

Historical survey of the development and importance of Organic Chemistry; Electronic theory in organic chemistry. Isolation and purification of organic compounds. Determination of structures of organic compounds including qualitative and quantitative analysis in organic chemistry. Nomenclature and functional group classes of organic compounds. Introductory reaction mechanism and kinetics. Stereochemistry. The chemistry of alkanes, alkenes, alkynes, alcohols, ethers, amines, alkyl halides, nitriles, aldehydes, ketones, carboxylic acids and derivatives. The Chemistry of selected metals and non-metals. Comparative chemistry of groups IA, IIA and IVA elements. Introduction to transition metal chemistry.

**GST 112**: **Logic, Philosophy and Human Existence (2 Units: LH 30)**

A brief survey of the main branches of Philosophy; Symbolic logic; Special symbols in symbolic logic-conjunction, negation, affirmation, disjunction, equivalent and conditional statements, law of tort. The method of deduction using rules of inference and bi-conditionals, qualification theory. Types of discourse, nature or arguments, validity and soundness, techniques for evaluating arguments, distinction between inductive and deductive inferences; etc. (Illustrations will be taken from familiar texts, including literature materials, novels, law reports and newspaper publications).

**GST 122**: **Communication in English II (2 Units: LH 30)**

Logical presentation of papers; Phonetics; Instruction on lexis; Art of public speaking and oral communication; Figures of speech; Précis; Report writing

.

**MTH 102: Elementary Mathematics II (Calculus) (3 Units: LH 45)**

Functions of a real variable, graphs, limits and idea of continuity. The derivative, as limit of rate of change. Techniques of differentiation, maxima and minima. Extreme curve sketching, integration, Definite integrals, reduction formulae, application to areas, volumes (including approximate integration: Trapezium and Simpson's rule).

**PHY 108: General Practical Physics II (Unit 1: PH 45)**

This is a continuation of the experiments designed for PHY 101 and PHY 102 some of which have been covered under PHY 107.

**PHY 102: General Physics II (Electricity, Magnetism & Modern Physics) (3 Units: LH 45)**

Electrostatics; conductors and currents; dielectrics; magnetic fields and electro- magnetic induction; Maxwell's equations; electromagnetic oscillations and waves; Coulomb’s law; methods of charging; Ohm’s law and analysis of DC circuits; AC voltages applied to Inductors, capacitors and resistance; Applications.

**200-LEVEL**

**AED 201: Introduction Agric. Extension & Rural Sociology (3 Units: LH 30; PH 45)**

Basic concepts and principles of rural sociology and their application to an understanding of rural situations, rural society, patterns of relationships, the family, societal maintenance and inheritance, principles and processes of community development; philosophy, objectives, principles, processes and methods of agricultural extension, extension administration, programme planning and evaluation, concept and principles of the training and visit (T and V) system of extension.

**AGE 201: Introduction to Agricultural Economics (2 Units: LH 30)**

The nature of economics and economic problems; scope and method; price theory and functions of the market with particular reference to Agriculture. The concept of opportunity cost; Supply and demand and their application to Agricultural problems. Production functions, cost analysis and functions. Concept of elasticity. Type of markets, perfect competition, monopoly, oligopoly etc. price theory and some applications. Theory of distribution; the components of Agriculture in National income. Recourse allocation on farms. Aggregate income, expenditure, investment, interest rate, savings, employment. Inflation; international trade, commodity agreements, and balance of payments. Money and banking.

**AGM 211: Technical Drawing (2 Units; LH 15; PH 45)**

Use of drawing instruments, paper size, scales and drawing and layout. Lines and lettering. Geometrical drawings - plane geometry, cones and cycloids. Dimensioning of structural details and tolerances. Orthographic projections, isometric projections, oblique projections. Fastening devices, fractional sketching

**FWM 201: Introduction to Forestry & Wildlife Mgt. (2 Units: LH 30)**

Renewable natural resources, availability, distribution and potential. The important forest trees and wildlife. Organization of forest resources and non-timber resources. Classification, Morphology, taxonomy and ecology of tropical forest trees and game reserves in Nigeria. Silviculture, afforestation characteristics of major timbers and their uses. Forest production activities, forest protection and the regulation of harvest for sustained yield. Preparation of working plans. Solving managerial problems. Introduction to operations research in forestry. Felling and log transportation. Importance of forest in the national economy.

**ANP 201: Introduction to General Agric. (Animals) (3 Units: LH 30; PH 45)**

The definition of Agriculture. World population and food supply. History, scope and importance of Agriculture to man. Agriculture and natural environment, Characteristic features of tropical agriculture and how they affect production. Land use and tenure. Trends in the production, distribution and utilization of Agricultural products. Measures of improving Nigerian Agriculture. Climatic, edaphic and social factors in relation to animal production and distributions in Nigeria. Systems of animal farming. Types, distribution and significance of farm animals; basic principles of animal farming. Place of forestry, fish farming and wildlife in animal production Agriculture. The role of livestock and poultry in national economy. Livestock breeds and distribution in Nigeria, livestock management system including feeding, housing, raring, etc. Introduction to animal breeding. Element of climate and effect of climate on animal and forage production. Direct and indirect effects of climate on animal production. Introduction to animal health and diseases. Introduction to livestock products and by-products. Record keeping on livestock farms.

**CRP 201: Introduction to General Agric. (Crops) (3 Units: LH 30; PH 45)**

The definition of agriculture. World population and food supply. History, scope and importance of agriculture to man. Agriculture and natural environment, Characteristic features of tropical agriculture and how they affect production. Land use and tenure. Trends in the production, distribution and utilization of agricultural products. Measures of improving Nigerian Agriculture. Climatic, edaphic and social factors in relation to crop production and distributions in Nigeria. Systems of crop farming. Place of forestry in crop production and its development. The principles, problems and prospects of crop production. Importance of crop rotation, cultural practices; water and soil conservation; irrigation and drainage. General types and characteristics of arthropods, micro-organisms and other pests affecting crops. Weeds and their effects on crop production, pests, diseases and weed control. Principles of crop production, harvesting, processing and storage.

**GST 211: Environment and Sustainable Development (2Units: LH 30)**

Man – his origin and nature; Man and his cosmic environment; Scientific methodology, Science and technology in the society and service of man. Renewable and non-renewable resources – man and his energy resources. Environmental effects of chemical plastics, Textiles, Wastes and other materials, Chemical and radiochemical hazards, Introduction to the various areas of science and technology. Elements of environmental studies.

**GST 223: Introduction to Entrepreneurship (2 Units: LH 30)**

Introductory Entrepreneurial skills: Relevant Concepts: Enterprise, Entrepreneur, Entrepreneurship, Business, Innovation, Creativity, Enterprising and Entrepreneurial Attitude and Behaviour. History of Entrepreneurship in Nigeria. Rationale for Entrepreneurship, Creativity and Innovation for Entrepreneurs. Leadership and Entrepreneurial Skills for coping with challenge. Unit Operations and Time Management. Creativity and Innovation for Self-Employment in Nigeria. Overcoming Job Creation Challenges. Opportunities for Entrepreneurship, Forms of Businesses, Staffing, Marketing and the New Enterprise. Feasibility Studies and Starting a New Business. Determining Capital Requirement and Raising Capital. Financial Planning and Management. Legal Issues, Insurance and Environmental Considerations.

**SOS 201: Principles of Soil Science (2 Units: LH 30)**

Soils, their origin and formation. Physical properties of soils. Soil moisture, air and temperature, soil classification and survey. Soil colloids; soil reactions. Soil organic matter and soil organisms; soil and water conservation; Nutrient requirements and mineral nutrition of plants. Introduction to fertilizer (organic and Inorganic).

**STA 201: Statistics for Agriculture and Biological Sciences (4 Units: LH 60)**

Scopefor statistical method in Biology and Agriculture. Measures of location, partition and dispersion. Elements of probability. Probability distributions: binomial, Possion, geometric, Hypergeometric, negative binomial normal. Estimation (point and Interval) and tests of hypotheses concerning population means, proportions and variances. Regression and correlation. Non–parametric tests. Contingency table analysis. Introduction to design of experiments. Analysis of variance.

**ANP 202: Farm Animal Anatomy & Physiology (3 Units: LH 30; PH 45)**

Parts of the beef and dairy cattle, sheep, goats, pigs, rabbits and poultry. Fundamentals of cell biology. Anatomy and physiology of the cell, cell types. Anatomy and physiology of animal tissues, nervous system, skeletal system, muscle, bone, circulatory system, reproductive, digestive, special senses and other systems of farm animals. Physiological functions of animals – homeostatic, nutrition and digestion, respiration. Temperature regulation, excretion and reproduction. Endocrinology. The blood and circulation. Lactation, milk let down and egg production. Water balance.

**CRP 202: Crop Taxonomy, Anatomy & Physiology (3 Units: LH 30; PH 45)**

Parts of the crop cell types. Introduction to plant taxonomy. Characteristics, distribution, economic importance and local examples of leguminosae, gramineae, compositae, Dioscoreacea, Rutaceae, Development of cells and tissues; use of plant keys. Cell biology, cell and cell types. Comparative anatomy of major plant organs. Enzymes. Photosynthesis and translocation; Pollination, respiration and energy utilization; seed dormancy and germination, development; mineral nutrition, growth regulation.

**FST 204: Introduction to Food Science &Technology (2 Units: LH 30)**

Definition and scope of food science and technology; and food science/technology interface.

Food distribution and marketing. Food and its functions. Review of global food situation with emphasis on Nigeria: the role of Agriculture in supplying food needs for economic growth and development. Current food problems. Physical, chemical and biological principles of food processing, preservation and storage. Contamination of foods from natural sources. Engineering units, dimensions and principles applicable to the food industry. Interaction between food, Agriculture and nutrition. The multiple roles of food technologists in the society.

**HSM 200: Introduction to Home Science & Mgt. (2 Units: LH 30)**

Philosophy, Scope, objectives and historical development of Home Economics. Examination of basic human needs with respect to food, clothing, shelter and health, Programme approaches in Home Economics which will help meet these needs. Preparation for careers in a variety of occupations. Definition, and goal of Home Management; basic principles of Management; personnel and societal values; goals and standards and how they affect management of both human and non-human resources in the home. Decision-making process and management applied to house-keeping. As part of application of management principles and process, a period of 4 - 6 weeks in a management house is required. During this period students are expected to analyze and evaluate management techniques at different family life-cycle stages and socio-economic levels.

**WMA 202: Introduction to Climatology & Biogeography (3 Units: LH 30; PH 45)**

Basic definitions and explanations in Climatology and Biogeography. Climatological problems and investigation methods. Relationships with Meteorology, Biogeography and Hydrology. Climatological data processing methods; basic factors of climate formation, influence of relief on climate and plants. Geographical distribution of climatic elements, plants and animals. Climate and soil. The concept of adaptation in plants and animals. Classification of climates and biogeography of the earth.

**ANP 204: Introduction to Agricultural Biochemistry (3 Units: LH 30; PH 45)**

Basic Pathways Chemistry of carbohydrates, lipids, proteins and nucleic acids Vitamins and their coenzyme functions. Minerals. The nature, classification and function of enzymes and hormones Bioenergetics

**GST 222:** **Peace and Conflict Resolution (2 Units: LH 30)**

Basic Concepts in peace studies and conflict resolution; Peace as vehicle of unity and development; Conflict issues; Types of conflict, e. g. Ethnic/religious/political/ economic conflicts; Root causes of conflicts and violence in Africa; Indigene/settler phenomenon; Peace – building; Management of conflict and security. Elements of peace studies and conflict resolution; Developing a culture of peace; Peace mediation and peace-keeping; Alternative Dispute Resolution (ADR). Dialogue/arbitration in conflict resolution; Role of international organizations in conflict resolution, e.g. ECOWAS, African Union, United Nations, etc.

**GST 224**: **Leadership Skills (2 Units: LH 30)**

Transformation is a fundamental shift in the deep orientation of a person, organization or society such that the world is seen in new ways and new actions and results become possible that were impossible prior to the transformation. Transformation happens at the individual level but must be embedded in collective practices and norms for the transformation to be sustained. Leadership Development Programme (LDP) proposes novel approaches to teaching and learning, which emphasizes the practical involvement of participants. It is interactive and involves exercises and actual implementation of breakthrough projects by teams that make difference in the lives of the target population. In this course, leadership concepts comprising of listening, conversation, emotional intelligence, breakthrough initiatives, gender and leadership, coaching and leadership, enrolment conversation and forming and leading teams will be taught.

**300-LEVEL**

**AED 301: Extension Teaching, Learning process and Methods (2 Units: LH 30)**

Nature and elements of communication process. Principles of analyzing communication problems in extension. The meaning of the concepts of teaching, learning and motivation, Steps and principles of teaching and learning. Extension teaching methods. Preparation and use of teaching materials and aids.

**AGE 301: Principles of Production Economics (2 Units: LH 30)**

Theory of Production. Principles of Agricultural production and resource use; factor-factor, factor-product and product-product relationship. Consumption and resource allocation in Agriculture. Farm costs and revenue theories. Elements of time, risk and uncertainty in Agricultural production. Types of farm records and their uses. Farm budgeting, gross and net margin analysis and farm planning.

**AGM 311: Introduction to Farm Machinery (2 Units: LH 15; PH 45)**

Aims and objectives of Agricultural mechanization. Basic mechanics, Workshop tools. Principles of internal combustion engines and electric motor. Study of farm machinery used for tillage; ploughs, harrows, cultivators, farm power transmission system. Harvesting and processing equipment (sprayers and dusters). Equipment for livestock (automatic feed conveyors, automatic drinkers for poultry, feeding and watering equipment; milking and milk handling equipment, meat processing equipment). Water lifting and irrigation equipment. Surveying instruments used on the farm. Operating principles, selection and maintenance procedures of farm machinery. Farm machinery costings and records. Workshop and building materials used on the farm.

**ANP 301: Ruminant Animal Production (2 Units: LH 15; PH 45)**

Management of breeding stock, growing and young animal, Housing, equipment and feeding principles of cattle, sheep and goats. Production and management practices. Health management of ruminant animals.

**ANP 303: Animal Genetics and Breeding (3 Units: LH 30; PH 45)**

History of genetics; Chromosomes structure, number and variations. Gene and genotype. Genetic code, Mendelism; Fundamental principles of inheritance, quantitative and qualitative characters and their inheritance. Different types of gene actions, values and means, repeatability, heritability etc. Animal variation and selection principles. Breeding and environmental effects, in-breeding, pure line breeding, cross breeding and other breeding methods.

**CPT 301: Principles of Crop Protection (3 Units: LH 30; PH 45)**

The major pests, insect, fungi, bacteria, viruses and nematodes, weeds and other diseases of tropical crops and stored products. Definition of pests. Study of insect pests of major local crops, their significance and principles of control. Study of the effects of diseases caused by Virus, bacteria, fungi and nematodes. Control of these diseases. Effect of weeds on crops and livestock and the principles and methods of control of weeds. Brief outline, shortcomings and advantages of different pest assessment and pest control methods. Strategies of integrated pest control and pest management.

**CRP 301: Arable Crops Production (3 Units: LH 30; PH 45)**

Origin, ecological distribution, soil and climatic requirements of cereals, legumes, root and tuber crops, fibre crops, and other important arable crops in Nigeria. Improved varieties. Agronomic practices such as tillage and land preparation, seeding, maintenance of soil fertility, fertilizer usage, weeding, protection harvesting, utilization, processing, storage and economic aspects of some selected arable crops. Climate, economic and social conditions affecting arable crop distribution, growth and production.

**CRP 303: Crop Physiology (3 Units: LH 30; PH 45)**

Explanation of the term physiology as the branch of biology that deals with the internal workings or function of living things. Crop physiology as the study of the functions such as germination, transportation, metabolism, respiration, photosynthesis, reproduction, etc. of crop plants during their development from seeds through flowering to senescence. The physiological basis of crop plants; how the physiological processes influence crop growth, production, and potential yield. The influence of environmental factors, including factors such as soil, temperatures, rainfall, solar radiation, relative humidity, wind, etc. on physiology and metabolism of crop plants during their germination, growth and development from seeds through reproduction.

**GST 311: Entrepreneurship (2 Units: LH 30)**

Profiles of business ventures in the various business sectors such as: Soap/Detergent, Tooth brush and Tooth paste making; Photography; Brick making; Rope making; Brewing; Glassware production/ Ceramic production, Paper production; Water treatment/conditioning/packaging; Food processing/preservation/packaging; Metal fabrication; Tanning industry; Vegetable oil extraction; Farming; Fisheries/aquaculture; Plastic making; Refrigeration/Air-conditioning; Carving, Weaving; Bakery; Tailoring; Printing; Carpentry; Interior Decoration; Animal husbandry etc. Case Study Methodology applied to the development and administration of Cases that bring out key issues of business environment, start-up, pains and gains of growth of businesses, etc. with particular reference to Nigerian businesses. Experience sharing by business actors in the economy with students during Case presentations.

**AED 303: Extension Methodologies for Transfer of Agricultural Technologies (2 Units: LH 30; PH 45)**

Communication: meaning, models, elements, characteristics barriers in communication, TOT-meaning and definition, Extension Programme planning- meaning, definitions of programmes and project, importance, principles and steps in programme planning process Monitoring: meaning and definition, Evaluation: meaning, definition, types, definition, types, difference between monitoring evaluation, Extension teaching methods: meaning, definition, function, classification, Agricultural journalism: meaning, scope and importance News: definition, meaning, sources of news, types, merits and limitation.

**AED 304: Introduction to Traning Techniques for Agricultural and Rural Development: (2 Units: LH 30; PH 45)**

Overview/definition of Training: Training process: Determination of training needs, the process of learning, components of training process, training materials, planning and delivering a presentation, visual aids.

**AGE 302: Principles of Farm management (3 Units: LH 30; PH 45)**

Definitions: scope and importance of farm management. Problems and methods of collecting farm management information. Farm record and accounting. Farm business and enterprise management and analysis. Farm planning and organization. Risk and uncertainty in Agriculture. Students will write a project report on the course.

**AGE 304: Statistics and Field Experimentation (3 Units: LH 30; PH 45)**

Basic concepts of statistics. Frequency distribution, measures of location, measures of variation. Probability distribution, normal and binomial distribution. Histograms, means, mode and median, sampling, data collection, data processing techniques, statistical inference, tests of significance. F–Test, t-Tests, Chi-square, analysis of variance, analysis of co-variance; correlation and regression analysis. Goodness of fit. Research objectives, Research design, field experimentation, collection and processing of data.

**AGM 312: Agricultural Mechanization (2 Units: LH 15; PH 45)**

Introduction to Agricultural mechanization. Machine elements such as gears, pulleys, belts. Chains, etc. Common field machinery and equipment such as ploughs, harrows, planters, cultivators, fertilizer and chemical applicators, harvesting and field processing equipment. Farm machines such as mills and mixers, oil presses, shellers, hullers, crackers, etc. Agricultural waste disposer. Largely practical and demonstrations. Principles of machinery for crop processing, preservation and storage, refrigeration, associated farm buildings.

**ANP 302: Non-Ruminant Animal Production (2 Units: LH 15; PH 45)**

Management of breeding stock, growing and young animals. Housing, equipment and feeding principles of poultry, rabbits and pigs. Production and management practices; Livestock Economics; Health management of stock; processing and marketing of poultry, pigs and rabbits.

**CRP 302: Plant Genetics and Breeding (3 Units: LH 30; PH 45)**

Cell structure and components, Chromosomes; structure, number and variations, linkage and crossing over, mutation and genes in population. Multiple alleles, Mitosis and meiosis. Theory of evolution. Fundamental principles of inheritance. Mendelism. Introduction to population and quantitative genetics. Objectives and general principles of crop breeding including their application to self-pollinated, cross pollinated and vegetatively propagated crops. General and special methods of selection in inbreeders and out-breeders; compatibility, male sterility. Heterosis. Polyploidy in crop breeding, Mutation breeding.

**HRT 304: Permanent Tree Crops Production (3 Units: LH 30; PH 45)**

Origin, distribution, soil and climatic requirements of some important permanent crops such as cocoa, oil palm, rubber, coffee, coconut, mango, sugar cane, bananas, plantains, citrus, kola, cashew, etc. Production practices such as tillage and land preparation, seeding, maintenance of soil fertility, fertilizer usage, weeding, protection, pruning, improvement, harvesting, utilization, processing, storage and economic aspects of some selected permanent perennial crops.

**FWM 314: Principles of Agroforestry (3 Units: LH 30; PH)**

The concept of agroforestry, genesis, current development, prospects and problems. Interlink between crop, tree and animal husbandry. Biological integration of agro/silvo/pastoral practices. Role of component crops/animals in land utilization and site conservation socio-economic feasibilities and limitations.

**SOS 312: Soil Chemistry and Microbiology (3 Units: LH 30; PH 45)**

Chemical composition of soils. Soil fertility conversion units and calculations; soil fertility evaluation, silicate mineral chemistry; cation and anion exchange phenomena and base saturation. Soil reaction (active and reserve acidity, alkalinity, buffering capacity). Soil acidity and liming. Survey of micro-organisms in soils and their role in soils. The dynamics of N, P and S pools. Association between microbes and plants.

**SOS 314: Introduction to Soil Pedology and Physics (2 Units: LH 15; PH 45)**

Soils, its origin and formation. Soil morphological characteristics, Soil components, soil forming rocks and minerals, weathering of rocks and minerals. Profile description, soil survey, soil mapping. Soil classification, properties and management of Nigerian soils. Classification of soil separates; solid texture, surface area of particles; aggregation soil structure and stability; porosity, soil water relations, soil and water the hydrological cycle, soil temperature and conduction, Soil erosion.

**400-LEVEL**

**FPY 401: Permanent Tree Crop Production Techniques (3 Units: 36 WKS)**

Nursery/Crop establishment; Morphology and physiology of tree crops; Technique of fertilization and pest management; pruning, training and harvesting.

**FPY 403: Horticultural Crop Production Techniques (3 Units: 36 WKS)**

Site selection; Seed/cultivar selection; Nursery management; Cultural management practices (land preparation, fertilizer application, weeding, irrigation, pest/disease control, produce handling) and marketing.

**FPY 405: Crop Protection Techniques (2 Units: 36 WKS)**

Seed dressing; Farm and farm tool sanitation; Types and calibration of sprayers; Operation of sprayers; Pesticide dosage calculation and application; Safety precautions and demonstration of first aid in pesticide poisoning; Identification of signs of insect pest management and symptoms of diseases; Determination of disease incidence and severity; Disease album preparation.

**FPY 411: Ruminant Animal Production Techniques (2 Units: 36 WKS)**

Estimation of age using dentition and horn; Determination of weight without scale; Castration methods: Surgical, elastration, burdizzo methods; Animal identification methods: tagging, branding, notching etc.; Animal handling and restraining methods; Artificial insemination (ai): ai equipment, semen collection, insemination techniques; Semen preservation and storage techniques; Design of teaser dummy; Oestrus detection gadgets, oestrus synchronization; Milking utensils and milking methods.

**FPY 413: Pasture Production and Management (2 Unit: 36 WKS)**

Pasture Management: Pasture establishments techniques; Site selection, land preparation, planting methods for grasses and legumes/basal fertilizer application; Seed selection/collection/treatments for grasses and legumes, planting equipment, establishment techniques for seed production; Weeding, fertilizer/soil, sampling/routine analysis, economic of production/cost, irrigation, cutting and grazing management, fencing methods, management for seed production, diseases and pest situation in pasture and control, grazing techniques. Conservation and Utilization: Forage conservation techniques, hay, haulage standing, hay etc.; Silage, types of hay balers and silos, forage harvester/combine forage harvester, costing; Feeding techniques for conserved forages.

**FPY 415: Animal Health Management (2 Units: 36 WKS)**

Livestock hygiene and sanitary measures on livestock, farms, disease diagnosis, treatment and general drug administration techniques, vaccination programme for different classes of livestock and other preventive measures for various livestock diseases; Ante-mortem and post-mortem inspection animals of slaughter houses.

**FPY 421: Farm Management, Farm Records & Accounting (3 units: 36 WKS)**

Farm record keeping; Concept of book keeping; Financial statements; Financial ratios; Farm planning; Farm budgeting; Farm labour management; Feasibility studies preparation; and report preparation. Practical field works: Farm survey; broadsheet preparation and data encoding; farm business analyses and assessment. Practical collaborative training: Personnel from established farms; Formal lending institution and financial sub sectors like Nigerian Agricultural credit and rural development; Union Bank and Ogun state Agricultural and Multi-purpose Credit and Rural Development Bank (OSAMCA) would be invited to give professional talks on setting up and operating farm business, utilizing loan.

**FPY 431: Farm Design, Farm Survey and Land Use Planning** (**1 Unit: 36 WKS)**

Farm survey equipment and uses; Common terms and procedure for chain and compass survey; Mapping of plots; Concepts and methods of land use planning; Physical, economic and social component of land use planning; Soil profile description and classification; Soil productivity evaluation.

**FPY 433: Agricultural Meteorological Practices** (**2 Units: 36 WKS)**

Agricultural Metrological Elements and their observation (the physical climatic elements such as temperature, sunshine and radiation, wind, clods, humidity, rainfall, soil temperature and soil moisture and other hydrometeors including dews, fog, open water evaporation, plant transpiration etc.,); Biological /Agricultural elements (including plants, animals, trees both as individuals and as communities); Introductory concept of crop phenology and climatic effect on the objects of Agriculture in general); Simple layout of agro metrological station and required weather instruments, procedures of data collection, and simple processing, analysis and mapping of agro metrological information.

**FPY 441: Organic Agricultural Practices (1 Unit: 36 WKS)**

Animals:Identification of resistant species/strains of animals; Management practices – free range management of chicken; Natural feed stuffs and organic supplements; Ethno-veterinary practices in animal husbandry; Animal waste management. Crops:Identification/selectionof resistant crop varieties; Site selection; Method of land preparation – zero/minimum tillage; Cultural practices – weed, insect pest and diseases control strategies; Soil fertility maintenance strategies; post- harvest handling.

**FPY 499: Programme Writing and Report** (**1 Units: 36 WKS)**

Detailed reports of all activities in the various categories.

**FPY 402: Arable Crop Production Techniques (3 Units: 36 WKS)**

Site selection; Land clearing and preparation; Crop selection; Crop establishment; fertilizer application; Weed/pest/disease management; Calibration of sprayers; Harvesting; Crop/seed production; Cleaning, sorting and grading; Seed treatment; Drying of produce; Methods of threshing and shelling.

**FPY 404: Soil Fertility and Soil Management Techniques (3 Units: 36 WKS)**

Plant essential mineral nutrients and deficiency symptoms; Common organic and inorganic fertilizers and methods of application; Soil sampling methods and preparation; Routine laboratory soil analysis; Processes, factors and control of soil erosion and soil water/nutrient conservation.

**FPY 406: Crop Post- Harvest Techniques (2 Units: 36 WKS)**

Harvesting; Produce handling, sorting and grading; Storage methods, structures, conditions;Packing and storage; Post-harvest deterioration of produce; Physical factors affecting deterioration; Treatment against storage pests and diseases.

**FPY 412: Monogastric Animal Production Techniques (3 Units: 36 WKS)**

Poultry Production: Identification of different breeds of poultry; management of day old chicks; management of broilers, layers, cockerels and turkey; poultry housing and hygiene; poultry vaccination and medication; poultry nutrition: identification of feedstuff used in feeding of poultry, nutrient requirement of different classes of poultry, feed formulation and feed compounding, feed mill operations and management. Pig production: Identification of different breeds of pigs; management system of pigs; management system of pigs; management of pregnant sow, piglets, growers, gilts, breeding sows and boars; disease management and control in pigs; pig housing and hygiene.

**FPY 414: Micro-Livestock & Fish Production Techniques (3 Units: 36 WKS)**

Rabbit production: Identification of different breeds of rabbits; management of kittens; management of different classes of rabbits; diseases management and control in rabbits; housing of rabbits; feeding of different classes of rabbits; value addition of rabbit meat. Fish: Pond construction and Hatching technique: Site selection, types of ponds, pond construction; Pond management, water quality and maintenance; Hatcheries operations and spawning techniques. Grass-cutter:Grass-cutter Production:Domestication and management of grass-cutter; feeding, management, system of management, housing, health and disease control, marketing. Snail:Snail Production: Species identification, stocking/stocking density, rearing systems, housing, feed and feeding, incubation, snailets, growers and breeders, handling; snail transportation and marketing.

**FPY 416: Animal Product, Processing & Storage (2 Units: 36 WKS)**

Recording and sampling of milk; Milk handling: processing of milk into yoghurt, cheese, ghee, butter; Preservation of milk; Slaughtering methods; Retail cuts of meat; Meat processing: sausage, burger, smoking, etc.; Determination of egg quality; Storage of egg; Production of egg powder.

**FPY 422: Agricultural Extension Practices (2 Units: 36 WKS)**

Extension trips to rural communities/villages; Extension trips to electronic, print and media houses; Training on radio and television production/broadcast; Video and audio recording/auditioning; Video and documentary production, production of extension guide (magazine, handbill leaflets, posters etc.) script writing and drama presentation/production; Training on web development, graphic design/art work/painting; Interaction with state extension agencies.

**FPY 432: Agricultural Mechanization & Workshop Practice** (**2 Units: 36 WKS)**

Concepts of Agricultural mechanization; Need for mechanization, basic roles of farm mechanization; Various areas for mechanization; Farm machinery operation and maintenance; Tractor and tractor components; Tractor driving and operation; Sheet metal to produce simple farm tools and equipment such as feeding trough, livestock cage, etc.; Simple machine for cleaning and sorting, refrigerator, packaging and crop storage; Construction of battery cages, rabbit cages, cribs, carrying crates and feeders.

**FPY 498: Field Trip (1 Unit: 36 WKS)**

Special Practical Skills. Field trips required.

**500-LEVEL**

**AEC 501 Diffusion and Adoption of Agricultural Innovations and Farm Technologies: (2 Units: LH 30)**

Definition and elements of diffusion: Perspectives on diffusion in social change. The innovation decision process; characteristics of innovations and farm technologies; Dimensions of innovations and farm technologies. Adoption process, adoption rates and adopter categories. Opinion leadership, change agents. Theoretical formulation on the diffusion of innovations; research traditions on diffusion, generalizations from diffusion research in Nigeria.

**AER 503 Evaluation of Agricultural Extension Programme: (2 Units: LH 30)**

Definition and theories of psychology. Principles and practices of extension Application of social psychology in extension processes. Attitudinal changes, emotions, perceptions of individuals towAERs technological change in extension. Factor affecting human behaviour under different farm conditions.

**AER 505 Extension Organization, Supervision, Administration and Management: (2 Units: LH 30)**

Concepts, theories, principles and guidelines of administration, organization, supervision and management as applied to extension and other disciplines in Agriculture. Principles of organization and supervision applicable to Agriculture. Principles of administration and supervision. Administration function and responsibility in Agriculture concerns. Staff recruitment, selection, placement, and supervision. Principles of morale and motivation, implication for extension staff development and promotion. Creating conducive working environment. Discipline Assessment of extension work accomplishments. Improving Nigeria extension service. Budget development and fiscal control.

**AER 507 Programme Planning in Extension and Rural Development: (2 Units, LH 30)**

Definition and concept of programme planning in extension and rural development, importance of programme planning in extension and rural development, introduction to the programme planning process. Why programme planning in extension and rural development is difficult. Steps in the programme planning process. Principles of programme planning. Some concepts relevant to programme planning, such as ‘Involvement’, ‘Participation’ Strategic planning, plan of work, calendar of work, overall programme, such as case study. Resources and personnel for programme planning in extension and rural development.

**AER 509 Introduction to Technological Changes in Agriculture: (2 Units; LH 30)**

Understanding technological change. Basic sociology applicable to technological change in Agriculture. Technological change and rural societies. General principles of introducing technological change. Methods of introducing technological change. The work of Agricultural engineers in the public extension system.

**AER 511 Agricultural Extension Communication Methods: (3 Units; LH 30)**

Definition and concept of communication in Agricultural extension. Communication process; major communication models and theories. Elements of communication process. Principles of communication in Agriculture extension. Relationship between communication, teaching-learning and adoption process in extension. Communication methods, classes of methods and their respective utilizations. The role of good public relations in extension. Audio-visual aids in extension communication. Importance design/preparation and utilization of audio-visual aids in extension. Use of computer and allied tools in extension communication.

**AER 513 Research Methods in Extension and Rural Development: (3 Units; LH 30)**

Definitions, principle and basic characteristics of science, scientific/research process, experiment, treatment, units, replication, measuring aids and types of errors in research. Defining a research problem, giving statement of objectives; development and testing of hypothesis; principles of research design and research instruments. Data collection instruments – questionnaires, interview schedules and collection of data procedures or survey methods, sample and sampling techniques; validation and reliability of data instruments; measurements and statistic theories, different statistical methods for handling data. Data analysis and report writing. Presentation of research findings in narrative, tabular and graphical terms.

**AER 515 Agro-Industrial Information Generation and Utilization: (2 Units, LH 30)**

Review of aims and objectives of selected agro- industrial related institutions e.g. National Centre for Agricultural Mechanization, University and Faculties of Agriculture organized private artisans.

**AER 517 Agricultural Education and Communication: (2 Units; LH 30)**

Concept of Agricultural education/extension. The extension service philosophies, purpose and scope; basic ‘principles of extension teaching, lecturing or speaking in public; communication in extension; meaning nature and elements of the communication process; principles of communication and application of the communication process in analyzing communication problems in extension. Theories and models of communication. Audio-visual aids for extension teaching; purpose of visual aids, preparation pf audio-visual aids presentation of teaching aids.

**AER 502 Evaluation of Agricultural Extension Programmes: (3 Units; LH 30)**

The meaning of evaluation; major elements, criteria, evidence and judgment; the value of evaluation in extension, evaluation in extension education and programme, the nature of programme and programme characteristics. The process of evaluation; who evaluates; depth of evaluation; kinds and types of evaluation; the process as a sequence of decision. Case studies of evaluation reports.

**AER 504 Group Dynamic in Extension (2 Units; LH 30)**

Definition and concept of group dynamics; the distinguishing characteristics of group dynamics; The importance of group dynamics in Agricultural extension. The place of the individual in the group process; motivation; blocks to participation in groups and adjustments to blocks. Group development; phases of group growth. External and internal dynamics of groups; selection, features and use of some group techniques. Group formation, cohesion and evaluation; features and techniques of group formation. Some studies in group dynamics; analysis of some griups relevant to Agricultural extension.

**AER 506 Rural Community Resources, Services and Infrastructure: (2 Units; LH 30)**

Measure to enhance the well-being of rural areas’ residents through industrial development and technological innovation, Use of improve labour, Community, education and general services in rural community development. Process of community development. Principles underlying the provision of community service. Necessary facilities for rural industries. Involvement of local people in directed change. Problems of rural societies, their causes and solutions.

**AER 508 Rural Community Development: (2 Units; LH 30)**

Theories of community. Community as a unit of social change. The micro and macro approaches to social change. Overview on the theories of development. Community development and other developments. Approaches to community development. Case studies on community development in Nigeria and other African countries. The future of communities in Nigeria.

**AER 510 Rural Sociology and Social Change in Agriculture: (2 Units; LH 30)**

General sociology theory. Concept of rural sociology. Analysis of social structure of rural agrarian system and societies. Selected theories of social change and their potentials for modernization of rural societies. Elements and processes of change, social changes and attitude change. The nature of social planned and unplanned social changes. The elements of social action. Measurement of change in rural societies. Resistant and conducive forces to change in rural societies. Economic aspects of social change. Social movements and change in Nigerian Agricultural development. Traditional institution and their transformation.

**AER 512 Organization of Rural Youth and Women Programmes: ( 2 Units; LH 30)**

Definition, role, problems and importance of youth in development. Youth development initiatives and programmes/projects. Youth development programmes (Review, formation, organization, methods, success and failures). Formation of youth clubs, e.g. young farmers ‘club, 4-H clubs etc., Youth development activities (both on-and off farm). Youth extension in grassroots development. Roles and problems of women in development, women development programme (review, formation, philosophy, organization, success, and failure). Participation of youth and women in Agricultural and rural development.

**AER 514 Agro-Industrial Extension Services: (2 Units; LH 30)**

Definition and principles of agro-industrial relations. Functions or importance and characteristics of agro-based industries, linkages between agro-based industries, extension and clientele, packaging agro-based information and transfer to client. Visit to agro-based industries, cases studies, submitting a term paper on agro-industrial extension.

**AER 516: Organization of Village Communities: (2 Units; LH 30)**

Village organization of major ethic groups in Nigeria, Social groups and associations. Leadership in rural communities. Characteristics, types functions and role of leaders in rural communities. Characteristics, types, functions and role of leaders in rural development and extension work. Attitude of people, natural resources and institutions in rural societies. Mobilizing od people, members for development programmes.

**AER 598 Research Project: (4 Units; LH 270; PH 270)**

Application of rural sociological concepts and extension methodology in solving identified research problems. Submission of research report.

**ORIENTATION PROGRAMME**

The orientation Programme is the first exposure of fresh students to social and academic life both within and outside the University. It is a period within which students are introduced to the various activities that they will be exposed to in the course of their academic programme.

Orientation also affords students the opportunity to familiarize themselves with the rules, regulations and procedures of the University. The orientation activities offer students a singular opportunity to avoid unnecessary embarrassments.

As part of the orientation week activities, freshers are able to meet the officers of the University and LODLC. They are introduced to various facilities in the University such as Health Center, Library, and sporting activities etc.

**MATRICULATION AND MATRICULATION NUMBER**

Only candidates who have satisfied the minimum educational requirements of Ladoke Akintola University of Technology are admitted as students. Such candidates are eventually matriculated as students of the University on the Matriculation day. Each fresh student must sign the Matriculation Oath for Admission to the University and affirm that he/she will observe the statutes and rules of the University.

All matriculants are required to be formally dressed. Each matriculant is assigned a matriculation number upon registration. No official student paper or document may be regarded as complete or valid unless it carries the correct matriculation number of the student. As a result, students are strongly advised to know and be definite at all times with their matriculation numbers.

Once a student has been given a matriculation number, he/she must retain it even if he/she changes his/her Programme of study. He / She must use his/her undergraduate matriculation number when registering for any postgraduate course in the University. Disciplinary procedures will be taken against any student who attempts to obtain a second matriculation number.

**IDENTITY CARD**

Each registered student of the Centre, upon payment of a prescribed fee, is issued with an official student identity card valid for required numbers of session he is to spend in school. Students may be required, at any time, to identify themselves upon request by authorized University officials acting in the performance of their duties.

Some University facilities are open to only students who are able to show valid cards. Students are required, therefore, to take very good care of their identity cards, carry them always and be ready to produce them at any time on demand.

Students must surrender their identity cards to the centre upon their graduation or withdrawal from the University. Failure to do so shall attract appropriate disciplinary action.

**Special information on the identity cards**

(a) No student will be allowed into examination hall without identity card.

(b) The identity card is a security document and students are advised to keep it securely against loss or theft.

(c) Students are advised to report loss or theft of their identity cards to the security unit or Student Affairs Unit without any delay.

**LEAVE OF ABSENCE**

Any student of the centre who, after one or two semesters or at any other point in time of his studies, is unable to continue with his/her studies on account of ill-health or financial difficulties, may apply through his/her centre to Senate for leave of absence for a semester, subject to a maximum period of two semesters.

**WITHDRAWAL FROM THE PROGRAMME**

Any student who is absent from the University for two consecutive semesters without official permission will be deemed to have withdrawn from the University. Also, a student whose CGPA falls below 1.00 at the end of a semester shall be on probation during the following semester. If he/she fails to achieve a CGPA of at least 1.00 at the end of that semester, he/she shall be required to withdraw from the University.

**REGISTRATION FOR COURSES**

**Rules Governing Course Registration**

(a) Any student who fails to register within the specified period will be deemed to have absented himself/herself from the course for the semester. Absence from the course without permission will lead to forfeiture of the semester by the student and disqualification from writing the University examination at the end of the semester.

(b) The Electronic registration for courses shall take place at a specified period (not more than two weeks) at the beginning of each semester.

(c) A student must register for the required number of courses/units (including compulsory and required courses) as prescribed by the Faculty/Department concerned at the beginning of each semester.

(d) Each student must register for the specified General Studies courses, which he/she must pass in order to qualify for the award of the University Degree.

**Submission of Registration Forms**

**- First Semester**

The submission of Registration Forms for the First Semester shall end before matriculation in the cases of freshers and two weeks after the University official date of resumption in the case of returning undergraduates.

**- Second Semester**

Students are expected to complete their registration for the semester two weeks after the University official date of resumption.

**Documents to be attached to Student Course Registration Forms**

Students must attach the following documents to their Course Registration Forms:

(i) **Fresh Students**

1. E-payment Fees Receipt
2. Medical Clearance
3. Academic Clearance
4. General Clearance
5. Student Data Forms
6. One Recent Passport Photograph
7. All relevant credentials such as: Birth certificate, WASSCE certificate etc.

(ii) **Stale Students**

1. E-payment fees receipt

**PENALTIES FOR LATE REGISTRATION**

1. Students who submit their Registration Forms within one week after the stipulated two weeks free registration period shall pay a fine as may be determined by the University.
2. Any student who fails to register for courses within the two-week period of registration in any semester shall forfeit his/her studentship for that semester.
3. Any student who does not register for a course in any semester would not be allowed to sit for examination in that course. No Registration! No Examination! No Result!

**EXAMINATIONS REGULATIONS**

(1) Most of the examination shall be computer based. Students must arrive punctually at the times assigned to their papers and must be ready to be admitted into the examination hall thirty (30) minutes before the time the examination is due to start. Students shall not, in any circumstance, enter the examination hall later than thirty minutes after the time appointed for the commencement of the examination. Students arriving later than thirty minutes after the examination has started shall be admitted only at the discretion of the Chief invigilator.

(2) Students are expected to complete examination attendance register in case of paper and pencil examinations.

(3) Students should not leave the examination hall during the first hour of the examination; outside the period, candidates, with the permission of the invigilator, may leave the room temporarily only if accompanied by an attendant.

(4) Students must display their University identity and Examination Cards on the desk during each examination.

(5) The invigilator may search students before they are allowed into the Examination Hall.

(6) Students must bring their own writing materials (in case of paper and pencil examination) including Calculator (not mobile phones) to the examination hall but they are not allowed to bring any other book or paper. Students are warned in their own interest to ensure that anything that can implicate them such as lecture note, text books, bags, mobile phones and electronic gadgets are not brought into the examination hall.

(7) Student should endeavor to read the instructions on their question paper and adhere strictly to them.

(8) While the examination is in progress communication between candidates is strictly forbidden.

(9) Silence must be observed in the examination hall. The only permissible way of attracting the attention of the invigilator is by the candidate raising up the hand.

(10) All rough work must be done on the answer scripts and crossed neatly thereafter (in case of paper and pencil examination).

(11) Students are advised in their own interest, to write legibly and to avoid using faint ink. The answer to each question must be on a fresh page of the answer script.

(12) Students are to write their matriculation numbers only on the answer scripts and not to write names.

(13) Students are to submit their answer scripts to the invigilator before leaving the examination hall. They are not allowed to remove or mutilate any paper or materials supplied by the University.

(14) Any student found to be involved in any examination malpractice will be invited to appear before the Examination Malpractices Panel and may subsequently be expelled from the University, depending on the gravity of the offence.

**EXAMINATIONS MALPRACTICE**

As part of the on-going campaign to rid LAUTECH of the menace of examinations malpractice and to maintain credibility and integrity of the conduct of examinations in the University generally, Senate of the University has considered all forms of Examinations Malpractices and prescribed appropriate sanctions.

Any student caught to have cheated or aided and abetted cheating in any examination or possessed incriminating materials at the examination or involved in any other examination misconduct before, during or after an examinations including impersonation, will be made to appear before the Examination Malpractices Panel.

**PROCEDURE FOR INVESTIGATING ALLEGED EXAMINATION MISCONDUCT**

1. Whenever a student is caught for any examination offence, the case shall be reported to the Invigilator/Supervisor in the Hall immediately.

2. The invigilator shall fill the necessary forms reporting the case of examination misconduct and the student should be made to write a statement on his/her involvement. Thereafter, the student shall be allowed to continue with the examination.

3. The Invigilator/Supervisor shall then report formally to the programme coordinator.

4. The student will then be invited to appear before the Examinations Malpractices Panel to defend himself/herself verbally.

5. The Examinations Malpractices Panel shall read the offence(s) alleged to have been committed by the student and allow him/her to defend himself/herself in the light of his/her statement, which he/she had earlier on submitted.

6. The report and recommendation of Examinations Malpractices Panel shall be forwarded to the Senate for consideration and approval.

7. Student may appeal against the decision of the Senate within 14 days of communication of the decision to him/her through the Programme Coordinator Board Secretary through the Director to the Senate.

**EXAMINATIONS OFFENCES AND SANCTIONS**

The offences and sanctions to be imposed are as follows:

|  |  |  |
| --- | --- | --- |
| ***S/N*** | ***Offence*** | ***Sanction*** |
| 1 | Examination Leakage | Student - Expulsion  Staff - Dismissal |
| 2 | Illegal possessions of answer script by student | Expulsion |
| 3 | Examination scripts with more than one handwriting | Expulsion |
| 4 | Staff-complicity in multiple handwriting | Dismissal |
| 5 | Possession of illegal materials relating to Examination inside the examination venue | Suspension for four semesters |
| 6 | Involvement of mercenary in writing examination | Expulsion of all parties concerned |
| 7 | Impersonation | Expulsion of all parties concerned |
| 8 | Student’s assault on invigilator | Expulsion |
| 9 | Harassment of co-students for not cooperating in malpractice | Suspension for one academic session |
| 10 | Falsification of identity i.e. Names and matriculation Number, etc. by culprit. | Expulsion |
| 11 | Giraffing | Suspension for two semesters |
| 12 | Exchange of scripts | Expulsion of all parties |
| 13 | Refusal to submit examination answer script | Suspension for one academic session |
| 14 | Falsification of official document such as E-payment School Receipt, Identity card and Course Registration form e.t.c. | Expulsion |

**THE COURSE UNIT SYSTEM AND REGULATIONS GOVERNING THE AWARD OF A DEGREE**

**Description of the course system**

The Course Unit System is an operation system in which the entire number of courses required by a student for a particular degree is packaged into a number of modules. Each consisting of a prescribed number of units, usually, one module is to be offered in one semester.

**GRADING OF EXAMINATION UNDER THE COURSE UNIT SYSTEM**

It is important to note the following:

(i) **Pattern of Examination:** Each course shall be examined at the end of the semester (or session as the case may be) in which it is offered. This shall mostly be computer based test, theory paper of two or three hours, in addition to which there may be a practical paper and/or an oral examination;

(ii) **Qualification for Examination:** To be qualified to sit for an examination, the student must be dully registered, pay his/her school fee fully and obtain examination card for the examination.

(iii) **Measurement of Performance:** A student’s performance in a course shall be measured in terms of:

1. The scores in the Continuous Assessment usually 40%
2. The results of the prescribed theory and/or practical examination in the course which is usually 60%.

(iv) **Levels of Performance:** The grades awarded for a course are as follows:

|  |  |  |
| --- | --- | --- |
| Mark Range (%) | Letter Grade | Interpretation |
| 70-100 | A | Excellent |
| 60-69 | B | Very Good |
| 50-59 | C | Good |
| 45-49 | D | Satisfactory |
| 40-44 | E | Weak Pass |
| 0-39 | F | Failure |

(v) **Semester Performance:** A student’s performance in a semester is calculated as Grade Point Aggregate (GPA). This involves the awarding of credit points in respect of each course taken during the semester. To this end, numerical values are attached to the letter grades earlier mentioned as follows:

A - 5 Credit points per unit of course

B - 4 Credit points per unit of course

C - 3 Credit points per unit of course

D - 2 Credit points per unit of course

E - 1 Credit point per unit of course

F - 0 Credit point per unit of course

The semester GPA is then obtained as the ratio of total number of credit points (TCP) to the total number of units (TNU) of courses offered during the semester. Thus, GPA=TCP/TNU.

(vi) **Cumulative Performance:** While the GPA specified above is used to measure the performance of a student in a given semester, the Cumulative Grade Point Average (CGPA) is the one that really determines the student’s overall academic standing and, therefore, his continued stay or otherwise in the University after the semester examination. It is also CGPA that is used to classify the degrees awarded to students.

The CGPA is obtained as the ratio of all the credit points accumulated since entering the University to the total number of units registered for since coming into the University.

In other words, the CGPA is equal to the cumulative credit points (CCP), divided by the cumulative load units, (CLU), thus CCP/CLU=CGPA.

All CGPA calculations are to decimal places. Sample computation of GPA and CGPA is presented later in this booklet.

(vii) **Incomplete Grade:** When a student is unable to complete all the prescribed requirements for a course in which he/she is formally registered, his/her result may be deemed to be incomplete by the offering department until the department certifies that all prescribed requirements have been met but, in all cases not later than one semester after the course had been offered.

(viii) **Academic Probation:** A student whose CGPA at the end of a Semester is less than 1.00 shall be placed on academic probation during the subsequent semester.

(ix) **Release of Examination Result**

At the end of each semester the final results of the semester examination shall be published by the centre after Senate approval and posted on the University’s website.

**REPETITION OF COURSE**

Any course failed by a student must be repeated until it is passed. A student shall repeat only those courses in which he/she has obtained a grade of F. The grade earned for a repeat course shall be recorded and used in the computation of GPA and CGPA in usual way.

**REQUIREMENTS FOR THE AWARD OF A DEGREE**

To be eligible for the award of a degree, a student must satisfactorily complete the minimum number of units prescribed for the degree. He/she must, in addition, complete successfully, all compulsory courses as well as required and elective courses for the degree as prescribed.

**RESIDENCY REQUIREMENT**

To qualify for a degree in the LODLC of the University, each student shall normally be required to spend a minimum period of three to five academic years depending on the mode of admission and course of study.

**CLASSIFICATION OF DEGREE**

The degrees awarded by University are Honours degree and are classified according to CGPA as follows:

|  |  |
| --- | --- |
| ***Class of Degree*** | ***CGPA Range*** |
| 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 |

**SAMPLE COMPUTATION OF GPA AND CGPA**

The following hypothetical results obtained by a student in his/her first year in the University are used to illustrate the computation of GPA and CGPA.

**For 1st Semester**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Course Code*** | ***Unit*** | ***Grade*** | **Credit Point** | ***Point= Unit x Credit Point.*** |
| MTH101 | 5 | F | 0 | 5 x 0 =0 |
| PHY 101 | 4 | E | 1 | 4 x 1 =4 |
| PHY 103 | 1 | C | 3 | 1 x 3 =3 |
| CHM 101 | 4 | E | 1 | 4 x 1 =4 |
| CHM 103 | 1 | C | 3 | 1 x 3 =3 |
| BIO 101 | 3 | F | 0 | 3 x 0 =0 |
| BIO 103 | 1 | D | 2 | 1 x 2 =2 |
| GNS 101 | 2 | C | 3 | 2 x 3 =6 |
| GNS 103 | 2 | D | 2 | 2 x 2 =4 |
| TOTAL | 23 | - |  | 26 |

**TCP = 26**

**TNU = 23**

**GPA = TCP/TNU = 26/23 =1.13**

**For 2nd Semester**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Course Code*** | ***Unit*** | ***Grade*** | ***Credit Point*** | ***Point = Unit x Credit Point.*** |
| MTH 102 | 5 | F | 0 | 5 x 0 =0 |
| PHY 102 | 4 | F | 0 | 4 x 0 =0 |
| PHY 104 | 1 | C | 3 | 1 x 3 =3 |
| CHM 102 | 4 | E | 1 | 4 x 1 =4 |
| CHM 104 | 1 | C | 3 | 1 x 3 =3 |
| BIO 102 | 3 | E | 1 | 3 x 1 =3 |
| BIO 104 | 3 | E | 1 | 3 x 1 =3 |
| GNS 102 | 2 | F | 0 | 2 x 0 =0 |
| GNS 104 | 2 | E | 1 | 2 x 1 =2 |
| TOTAL | 25 | - |  | 18 |

For 2nd Semester

**TCP = 18, TNU = 25**

**GPA = TCP/TNU = 18/25 = 0.72**

**CCP = TCP 1st Semester + TCP 2nd Semester**

**= 26 + 18**

**= 44**

**CLU = TNU 1st Semester + TNU 2nd Semester**

**= 23 + 25**

**= 48**

**CGPA = CCP/CLU = 44/48**

**= 0.9**

Repeat: MTH 101, BIO 101, MTH102, PHY102, GNS 102.

Remark: PROBATION.

**Comment**

Note that the candidate will be on PROBATION during the third semester since his CGPA has fallen below 1.00 at the end of the second semester. Furthermore, if the CGPA still falls below 1.00 at the end of the semester that followed, he/she will be advised to WITHDRAW from the University.

**CHANGE OF NAMES BY STUDENTS**

The following guidelines are adopted in respect of the procedure for change of names by students in the University.

(a) That all students should graduate with the names by which they were admitted to the University.

(b) That only female students may be allowed to change their names, as a result of change in marital status and with acceptable documentary proof.

(c) That for the avoidance of doubt, no change of name by any male student is allowed by the university. Male students are advised to take special note of this. All enquiries on the procedures for change of name can be obtained from the Student Affairs Unit.

**GUIDELINES ON CHANGE OF PROGRAMME/CHANGE OF UNIVERSITY**

Request for transfer should be made only at the completion of 100 level and it is based on fulfillment of requirements of the department where the student wishes to transfer to.

**TRANSCRIPT**

The LODLC keeps official record of students’ grades and transcripts. Students and parents may obtain official transcripts or records directly related to them upon request as provided for and approved by Senate, from time to time. In all cases, obligation to LAUTECH, Ogbomoso must be fulfilled before any transcript could be issued.

**REGULATIONS ON STUDENTS CONDUCT AND DISCIPLINE**

The University is established primarily to educate the student and to inculcate cultural values and good character.

An acceptance of offer of admission by a student to the University automatically implies that he/she has accepted to abide by the rules and regulations that may from time to time be made for governance of the University. Such acceptance also carries with it an obligation that the student shall conduct himself/herself as a law abiding and responsible member of the academic community, in accordance with University’s standards, rules and other conditions established by legally constituted Authority of the University.

Every student of the University is required to maintain a high standard of personal integrity. Each student shall conduct himself/herself peacefully in expressing his/her view on any changes, which he/she may consider necessary. The University regards as serious offences any act of unethical, immoral, dishonest, disloyal, dehumanizing and destructive behaviour as well as violation of University regulations. It is, therefore, the responsibility of each student not only to acquaint himself/herself with these regulations but also to assist in upholding them at all times.

The University is committed to the full support of the legitimate right of its members. The University has an equal obligation to protect its educational purpose and the interest of its entire community. For this reason, the University is naturally concerned about the action of some individuals which may be in conflict with the welfare and integrity of the University or in disregard of the right of other members of this community.

The legitimate expression of differing opinion and concerns is an essential part of the academic community. But the imposition of opinion and concern upon those who, in turn, dissent from them shall not be tolerated. It is emphasized that all members of the University community, including students, are subject to the laws of the nation whether within or outside University campus, like all other citizens. They are expected to learn to cope with problems intelligently, reasonably and with understanding and consideration for the right of others. Each member shall recognise that as he/she values his/her right and freedom so is he/she expected to respect the right and freedom of others.

The University reserves the right to discipline a student or to require, through established disciplinary processes, his/her withdrawal from the University based on evidence of a student’s failure to abide by its rules. Upon matriculation, every student must obtain and complete bio-data and Denunciation / Renunciation of membership of cult group form at the office of Dean of Student Affairs.

**THE DISCIPLINARY SYSTEM**

The law governing the University vests the Vice-Chancellor with the power to discipline students. In practice, there is a statutory Students Disciplinary Committee with the general function of dealing with individual cases of indiscipline. The Vice-Chancellor has delegated power to the Dean of Student Affairs, Deans of Faculties, Heads of Departments and some officers of the University to impose disciplinary measures on students for certain defined offences.

**Sanctions for Violation of University Regulations**

The following are some of the disciplinary sanctions, which may be imposed for violation of University regulations:

**(a)** **Disciplinary Probation:**

Disciplinary probation is a trial for a specific period of time during which a student must behave in a manner acceptable to the University. The Disciplinary Committee may impose terms, which will restrict the student’s participation in extra-curricular and/or other activities.

**(b) Suspension:**

Suspension is an action which excludes the student from registration, attendance of lectures, practical classes, examinations and the use of University facilities for a specified period of time. This action means that the student must immediately leave the Campus and shall not return to the University until the suspension period is over.

**(c) Expulsion:**

Expulsion is the permanent withdrawal of student from the university. The privileges of registration, attendance of lectures, practical, examinations as the use of University facilities are withdrawn from the student. This action means that the student must leave the Campus immediately and cease to be a student of the University.

**(d) Appeal:**

In disciplinary cases, students concerned have a right of appeal to the Vice-Chancellor, Senate and ultimately to the Council against the decision of the University Senate.

**CODE OF CONDUCT FOR STUDENTS**

**(i) University Property Disciplinary Measure:**

1. A student shall not convert University property to personal use illegally.
2. Student’s demonstration resulting in the seizure and/or vandalisation of the University Property and those of staff will attract appropriate sanctions.

**(ii) Interpersonal Relationship:**

1. A student shall not engage in any act that can constitute an offence under the law of the country.
2. A student shall not constitute a threat to the life of other students. Physical combat will attract expulsion.
3. A student shall not be rude to the University Principal Officers and other authorized officials.
4. A student shall not be a member of any proscribed organisation.
5. A student shall not hold any illegal or secret meeting organized by secret societies/fraternities. Membership of cult or secret societies will attract expulsion from the University.
6. A student shall not engage in sexual harassment.
7. A student shall not molest, intimidate or harass any University staff.
8. Immodest dressing by any student will attract disciplinary sanctions and such student (male or female) could be asked to leave the lecture room or University function.
9. Offenders shall face the Students Disciplinary Committee, depending on the seriousness of the misconduct.

**(iii) Discipline of Students**

Subject to the provision of this section, where it appears to the Vice-Chancellor after due investigation, that any student of the University has been found guilty of misconduct, the Vice-Chancellor may, without prejudice to any other disciplinary powers conferred on him by statute or regulation, direct:

1. That the student shall not, during such period as may be specified in the directive, participate in such activities of the University or make use of such facilities of the University, as may be so specified; or
2. That the student be suspended for such period as may be specified in the directive
3. That the student be expelled from the University.

Whatever the directive given under paragraph (b) or (c) of the above in respect of any student, the student may in the prescribed manner, appeal against the directive through the Registrar to Senate or Council and where such an appeal is brought, the Senate or Council shall, after due consideration, either confirm or set aside the directive or modify it in such a manner as the Senate or Council deems fit. The fact that an appeal against a directive of the Vice-Chancellor is brought in pursuance of the preceding sub-section, operation of the directive shall not be affected while the appeal is pending.

The vice-Chancellor may exercise his power under the Section through a Disciplinary Board or Committee consisting of such members of the University as he may nominate. Nothing in this Section shall be construed as preventing the restriction or termination of a student’s activities at the University other than on the ground of misconduct. Any student who has been advised to withdraw from the University for any reason shall neither attend lectures nor participate in other students’ activities.

**(iv) Attendance at any official University Engagement:**

1. A prompt attendance is required.
2. Students should be neatly and well dressed.
3. Students should conduct themselves in orderly manner and follow the instruction of the management closely. Any student misconduct that could disrupt official University engagement shall attract appropriate disciplinary sanction.
4. Students are encouraged to express their mind freely on any issue but they should do nothing to embarrass the authority of the University publicly.

**(v) Movement around the University**

1. The Lawns should be respected. There should be no movement across the lawns.
2. All litter must be dropped at appropriate waste dumps
3. Students should ease themselves at places designated for the purpose.
4. Students who possess any form of vehicular transport shall obey all existing traffic rules and regulations of the nation, respect the right of the pedestrians and conduct themselves in orderly manner and without undue noise making. In addition such vehicle should be registered with the University security Unit.
5. Eating and drinking must be done at appropriate designated places.
6. Loitering in and around the university premises after 12 midnight and before 6:00am shall not be tolerated. Student are, however, encouraged to make use of the library facilities and lecture theaters/halls in preparation for examination).
7. There shall be no religious gathering, poster or any other religiously motivated action in or around the lecture halls, offices and laboratories except in places officially designated for religious activities and with an official approval of the school Authority.
8. There shall be no soliciting for alms within the vicinities of academic activities,

**(vi) Relationship with staff**

1. Students should not act in a manner that compromises their self-integrity and Honour.
2. Students shall obey the academic instruction of the staff in a polite and respectful manner.
3. Students should be neatly and well-dressed when meeting with the Heads of Departments, Deans/Provost of the Faculties/College, Vice-Chancellor or any other University Official.
4. There should be no noise making around the offices, lecture halls and rooms, Health Center and Library.
5. When students object to or complain about any staff/departmental action, such objection/complaint should be brought to the notice of the Head of Department who if unable to resolve the crisis/issue shall refer the matter to the Dean of Student Affairs 24 hours after the complaint/objection was raised for appropriate solution.

**(viii) Dress Code for Students**

***Preamble***

Ladoke Akintola University of Technology, Ogbomoso, continues to be determined to provide an all-round academic, intellectual and character moulding environment for its students in order to produce graduates that are indeed worthy both in character and learning. The University is therefore concerned with the quality of social and cultural image portrayed both inside and outside the campus by its students.

Cleanliness, neatness, modesty, decency and appropriateness in dressing are important values which reflect individual dignity and sobriety through which students, as well as members of staff and portray professionalism in their respective disciplines.

The saying that “the apparel oft proclaims the man” is a truism for everybody – men and women, boys and girls, old and young. Though the University cares about the good physical appearance of its students, their dressing must, however, be in conformity with what is considered decent and appropriate for every occasion.

***Principles of Dress Code***

Current trends in Students’ styles of dressing on University campuses (LAUTECH inclusive) tend to portray some form of deviant/aberrant norms of social/cultural behaviour. Indeed, most of these trends are either a passing fad, negative cultural trait or fanaticism, which actually should not be allowed in an academic environment such as ours.

***Dress Code***

Students should maintain cleanliness on campus and wearing of inappropriate outfits of any sort are to be discouraged and avoided.

For the avoidance of doubt, male and female students are not allowed to wear the following.

* 1. All tight-fitting clothes including skirts, trousers and blouses.
  2. All clothes which reveal sensitive parts of the body such as the bust, chest, belly upper arms and the buttocks. Example of such dresses are transparent clothing, “Spaghetti tops”, “Wicked Straps”, “Mono straps”, “Tubes”, and “Show me your belly”. Skirts and dresses with slits above the knees fall into this category.
  3. Outfits such as knickers and mini-skirts and dresses which are not, at least, at knee-length.
  4. Outfits such as T-shirts, jeans, special arm-bands, special caps by males, special scarf and tattooed jeans by females which carry obscene and subliminal messages.
  5. Trousers such as hip-riders and low waist jeans.
  6. Inappropriate outfits such as, party-wears, beach-wear and bathroom slippers should not be worn to lectures.
  7. Traditional dresses that contravene the general dress code.

In addition to the above:

1. Students should dress in a way that will not hide their identity. However, students who dress according to their religious dictates should be allowed for their fundamental Human rights. Such students should subject themselves for identification in examination halls, laboratories and libraries when the need arises.
2. Students may be allowed to put on religious/denominational dress, but it should conform to the acceptable principles of dress code already discussed.
3. Faculties and Departments which require special safety of protective dress modes, such as, apron, overalls, gloves, nose and head-covers should have them officially prescribed for their students.
4. Sports and Games wears for athletes, sportsmen and sportswomen should be officially prescribed for this category of students to be worn in sports and games areas.
5. The wearing of earrings and plaiting of hair by male students is banned.

***Matriculation and Graduation Ceremonies***

During matriculation and graduation ceremonies, students are expected to dress formally and wear academic gowns.

***Implementation of the Dress Code***

1. Lecturers and Administrative staff are empowered to correct/exclude students from the lectures, library, examination halls, etc. and official business when they are not properly dressed.
2. Violators, depending on the specific circumstances, would be counseled and if necessary will face the Students’ Disciplinary Committee and have their records endorsed accordingly.

***Caution***

Any student who is found to contravene any of these dress code prescriptions will face immediate disciplinary action.

**SANCTIONS FOR VIOLATORS**

***1st Offender -*** Verbal warning and Counseling which would be recorded in any appropriate medium.

**2nd Offender -** Warning letters issued to the student and copies of the letter to be sent to the student’s parents, Faculty and Department of student.

**3rd Offender -** The violator be sent to the Students Disciplinary Committee for further investigation and action. If such a violator is found guilty, a suspension of one (1) semester be awarded.

**RULES GOVERNING PAYMENT OF FEES**

Students are expected to pay their stipulated tuition fees online at the LAUTECH Website using the interswitch enabled debit card at the beginning of each academic session.

**Note further that:**

(a) Except where special permission has been granted in writing, no student whose fees for the session have not been paid will be admitted into the University. Students who claim to be on Scholarship or other awards will be expected to pay their fees in full at the time of registration. Such students should therefore endeavour to obtain from their sponsor(s) their full fees (in the form of certified Cheques payable to the Bursary Department, Ladoke Akintola University of Technology, Ogbomoso) before reporting at the University for registration.

(b) Students who are compelled to be absent from the University because they are unable to pay their stipulated fees stated above at the specified time will not be absolved from paying their fees for the period of such absence.

**STUDENT INFORMATION AND GUIDANCE SERVICES**

The Philosophy which guide careers placements, Guidance and Counseling Unit in discharging it’s primary functions is to view the undergraduate years as one of the most crucial development periods in the lives of our students.

During the first few years, the average student faces the task of taking some major steps towards maturity and adulthood. Generally, this involves establishing a clearer identity of himself/himself and his/her relationship to the world around him/her.

The objectives of the information and guidance services are to facilitate the development of students and to help them make the most of their University experience. Specifically, these may include counseling towards enhancing self-understanding, selecting appropriate educational and vocational goals, improving effectiveness in working towards these goals, increasing social competence and resolving personal difficulties which interfere with general functioning and development.

The counseling process includes individual interviews with professionally trained counseling psychologists. The service is free and is available to all students. Appointments are arranged on an individual or group basis to suit students’ convenience. All information are strictly confidential. A service is supported by other resource personnel.

The counseling members of staff are there physically and online to assist students to make intelligent decisions regarding their time, money, skill, sex, vocation, education and social plans.

The centre has made arrangements to assign each student to a counselor for consultation. Students needing academic assistance are encouraged to seek help before their problems become critical or chronic.

**HOSTEL ACCOMODATION**

Ladoke Akintola University of Technology is primarily non-residential for students and members of staff. To this end, each student is expected to arrange for his/her own accommodation. Assistance in locating housing is available at the student’s union offices. Financial arrangement for rooms and apartments are made on an individual basis between the student and the landlord/agent. Students are constantly reminded not to keep money in their rented quarters. They are also reminded to take home their costly luggages during vacations, semester breaks or any public holiday.

**CAMPUS SECURITY**

With increasing crime waves all over the country, even at the best of times, it has not been possible for the Nigerian police, with its limited manpower resources to provide all the security for life and property required by corporate communities like Ladoke Akintola University of Technology, Ogbomoso.

To complement the efforts of the police, a University Security Unit was created as far back as the inception of the University. The Security Unit is charged with the responsibility of enforcing all University bye laws and regulations in addition to the protection of lives and properties on the University’s campuses.

As a routine, all incidents such as crimes, disturbances, accidents, fire outbreak etc. are first reported to the security unit, which deals with such reports or directs appropriate cases to the police for investigation. The security unit is headed by an Assistant Chief Security Officer. A security man could be identified with a prescribed uniform.