



**CHRISLAND UNIVERSITY**

ABEOKUTA, OGUN STATE, NIGERIA

# STUDENT HANDBOOK

INTELLECTUAL RADIANCE



**CHRISLAND UNIVERSITY**

*...intellectual radiance*

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**STUDENT HANDBOOK**



## **Nigerian National Anthem**

(I) Nigeria, we hail thee,  
Our own dear native land,  
Though tribes and tongues may differ  
In brotherhood we stand,  
Nigerians all, and proud to serve  
Our sovereign Motherland.

(II) Our flag shall be a symbol  
That truth and justice reign,  
In peace or battle honour'd,  
And this we count as gain,  
To hand on to our children  
A banner without stain.

(III) O God of all creation,  
Grant this our one request.  
Help us to build a nation  
Where no man is oppressed,  
And so with peace and plenty  
Nigeria may be blessed.



## **Chrisland University Anthem**

"Shine the Light"

We will shine the light for all to see  
Chrisland University;  
For intellectual radiance  
Moral standards and leadership;  
We uphold our values and principles  
To raise great minds and entrepreneurs;  
Chrisland University,  
We'll always shine the light.

A shining tower that God has built,  
Chrisland University;  
Deploying resources to educate  
Great hearts of nobility;  
Through innovation and research  
For meeting our society's needs;  
Chrisland University,  
We always Shine the Light.

## **MESSAGE FROM THE FOUNDER AND CHANCELLOR**

All glory to God Almighty for His grace upon my life and the entire Awosika family which has made us the instruments for building lives through education.

Chrisland University is an institution committed to producing manpower with critical minds, who can solve societal problems, add value to society and have the required skills and ability not only for being gainfully employed but also to be employers. As a university, our aim is always to become one of the best universities in Nigeria and the world at large, hence the adoption of the motto, “**Intellectual Radiance**”.

This University is a consummation of my long-held vision of providing qualitative education at all levels to generations of Nigerians and the global community. This journey started with the establishment of a pre-school at Ladipo Oluwole Avenue, Ikeja, on October 3, 1977. This seed, sown several years ago, has continued to grow exponentially. There is a swift departure from the preceding discourse and I can boldly say that “Chrisland” is synonymous with excellence. This has been our drive and watchword from inception and will continue to be.

My candid advice for all students of Chrisland University is to imbibe the University’s culture of excellence, entrepreneurship and leadership which is capable of transforming your lives and make you useful to themselves, their families and their generations in general.

Please note that this University will not condone indiscipline of any kind as you are expected to be morally sound with high level of integrity, shining the light everywhere, every day and at all the time.

As you journey on in this University, my prayer is that the Almighty will be with you, help you and grant you good success.

Congratulations!

**High Chief Dr. (Mrs.) Winifred Adefolahan Awosika, OON**

## MESSAGE FROM THE VICE CHANCELLOR

As a product of the Academic heritage of its proprietor, Chrisland Schools Limited, Chrisland University stands out for its clear vision, commitment to excellence in quality and functional education and its student-oriented. Our tradition of excellence ensures achieving a focused faculty, staff and student community characterised by an atmosphere of mutual commitment.

Our degree programmes are designed to reflect creativity, flexibility and uniqueness in their curricula thereby offering students opportunities for lifelong intellectual and moral growth, global awareness and career choices in the traditional and emerging professions, government, business and industry. Also, the programmes promote and indeed encourage entrepreneurship, capacity building and skills acquisition for job creation and self-employment with emphasis on Arts, Management and Social Sciences, Natural and Applied Sciences, Basic and Medical Sciences and Law.

The Hilltop environment of the Abeokuta campus is conducive to learning with **state-of-the-art** facilities for teaching and research; furnished Classrooms, libraries, laboratories, workshops; impressive halls of residence and recreational facilities.

As you join us this Academic Session, we promise you an exciting and fruitful experience at Chrisland University.

***Prof. Chinedum Peace Babalola, FAS, FAAS***

*September, 2023*

## PREAMBLE

### THE VISION OF THE UNIVERSITY

The vision of Chrisland University is ‘to become a world–class University renowned for intellectual freedom, ethical standards, research, community service and the outstanding training of a new generation of good leaders.

### THE MISSION OF THE UNIVERSITY

The mission of Chrisland University is ‘to create a learning environment that nurtures a sound moral and intellectual culture that attracts an excellent blend of faculty from across the world, and deploys resources to educate the total person’.

The University hopes to attract talented youths, to teach and inspire them to advance the realm of knowledge by cultivating their faculty of academic enquiry, creative scholarships, research discovery and the application of new knowledge to the transformation of the individual and society.

## MOTTO

The motto of the Chrisland University is ‘**Intellectual Radiance**’. The motto captures the goals and objectives of the University as portrayed in its logo of a powerful radiant **Light** encapsulated in **Intellectualism** and represented by the **Radiant** sunrise with its powerful rays of yellow, orange, and gold resurging in a new **Era** for the growth and development of society. The graduates of the University will be taught for life and the instructions received in the University will guide them

through the challenges of a world that recognises the movers and shakers of the 21<sup>st</sup> Century and beyond.

## **PHILOSOPHY**

The Philosophy of Chrisland University (moved by the passion of High Chief (Dr.) Mrs. W. A. Awosika, OON, the proprietress) is to provide a first-class academic and research environment where the needs of society and mankind in general are paramount to the achievements of the University.

Its philosophy is informed by the need to:

- i. create an atmosphere of academic freedom for deep exploration of mind and matter as well as the expansion of the frontiers of knowledge for proffering solutions to life's ultimate issues both for the individual and the society and for advancing the cause of human happiness (emotional well-being), good health, environmental awareness, wealth creation and spiritual growth;
- ii. nurture a culture of research that defeats the age-long practice and reliance on opinions, prejudice and anti-intellectual tendencies that dominate the public sphere in many developing societies, thereby dimming the light of development;
- iii. provide a liberal education that makes young people better prepared, spiritually strong, intellectually capable, and professionally competent to operate with distinction in most professional callings;
- iv. build up a new generation of knowledge and wealth creators to reverse the depth of poverty through the extension of opportunities, entrepreneurial skills, job creation, value re-orientation, and the addition of value to all aspects of individual and corporate life; and



- v. foster a pragmatic link between the University and the world at large through citizenship training, community service and the relentless advancement of human progress in all dimensions of life.

# **STUDENT HANDBOOK**

## **Welcome to the Chrisland Family**

This handbook, which also contains the rules and regulations for students, is to give you an in-depth insight into the university activities and what is expected of you as a learner.

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## **A MESSAGE TO OUR STUDENTS!**

You are requested to please read this Student Handbook, complete and sign with your parent(s) the Declaration Form (in duplicate) and return it to the Registry.

After signing the Declaration Form (in duplicate), you are bound by all the rules and regulations that are set out and stated in this Handbook.

## OUR HERITAGE

### THE TRADITION OF EXCELLENCE

High Chief Dr. (Mrs) Winifred A. Awosika, OON has been known over the years for excellence in quality and functional education. She conceived the idea of establishing Chrisland University as a culminating educational initiative in 1997. She has been very dogged and unrelenting in ensuring that the University meets the licensing procedure. On the 5th March 2015, the Federal Government registered and permitted Chrisland University to operate in Nigeria as a private University.

Chrisland University is a private university owned by Chrisland Schools Limited, founded by High Chief Dr. (Mrs.) Winifred A. Awosika, OON. The fame of Chrisland University has continued to grow exponentially and student enrolment has outgrown its facilities. Today, Chrisland School Limited operates four (4) Nursery/Primary schools, five (5) Secondary Schools at different locations in Lagos and Abuja, and Chrisland Pre-Degree College. The Pre-Degree College is one of the few colleges nationwide offering the Northern Consortium, United Kingdom (NCUK)/ International Foundation Year (IFY) programme. The Predegree College operate in collaboration with the Northern Consortium, United Kingdom (NCUK), a body comprising eleven internationally recognised universities and more, to offer an International Foundation Year (IFY) Programme (CIE), Scholastic Aptitude Test (SAT 1 & 2), Test of English as a Foreign language (TOEFL), and Pre-Medical Programme.

From the onset, High Chief Dr. (Mrs.) Winifred Awosika, OON placed a premium on very standard qualitative education in every aspect of learning. Today, the name Chrisland is synonymous with excellence, which has been our watchword from inception and reflects in each of our activities – academic, sports, social and so on. As a result of this,

Chrisland continues to be at the forefront leading and winning international and local laurels and encomiums all the way.

The Proprietress seized this opportunity to thank the members of the Steering Committee headed by Prof. Mrs. Ibronke Akinsete, the Planning and Implementation Committee headed by Emeritus Professor Peter Adeniyi, OON and the Board of Trustees for their wonderful support and contributions towards the birth of Chrisland University. She especially appreciates the Directors of Chrisland Schools Limited for their hard work and financial support. This is a service to humanity. May God Almighty bless them abundantly.

## COLLEGES, DEPARTMENTS AND PROGRAMMES

### COLLEGE OF ARTS, MANAGEMENT AND SOCIAL SCIENCES

#### Undergraduate Programmes

<b>Department</b>	<b>Programme</b>
Accounting and Finance	B.Sc. Accounting B.Sc. Banking and Finance
Business Administration	B.Sc. Business Administration
Criminology and Security Studies	B.Sc. Criminology and Security Studies
Economics	B.Sc. Economics
English	B. A. English
International Relations and Diplomacy	B. Sc. International Relations and Diplomacy
Mass Communication	B. Sc. Mass Communication
Political Science	B.Sc. Political Science
Psychology	B.Sc. Psychology

### COLLEGE OF NATURAL AND APPLIED SCIENCES

#### Undergraduate Programmes

<b>Department</b>	<b>Programme</b>
Biochemistry	B.Sc. Biochemistry
Microbiology	B.Sc. Microbiology
Biotechnology and Molecular Biology	B.Sc. Biotechnology and Molecular Biology
Computer Sciences	B.Sc. Computer Science B.Sc. Cyber Security B.Sc. Software Engineering
Chemistry	B.Sc. Chemistry B.Sc. Industrial Chemistry



Physical Sciences	B.Sc. Industrial Mathematics B.Sc. Physics with Electronics
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## COLLEGE OF BASIC MEDICAL SCIENCES

### Undergraduate Programmes

Department	Programme
Physiotherapy	Doctor of Physiotherapy
Medical Laboratory Science	B.Sc. Medical Laboratory Science
Public Health	B.Sc. Public Health

### Faculty of Nursing

Department	Programme
Nursing Science	Bachelor of Nursing Science.

## COLLEGE OF LAW

### Undergraduate Programmes

Department	Programme
Law	LL. B Law

# **CHAPTER ONE**

## **PAYMENT OF FEES**

All payments in the University are paid through the portal system. As much as possible, students are advised to make all approved payments through the use of the portal. Payment should not be made into any personal account.

### **Instalment Payment**

As part of the University payment flexibility, students are allowed to pay their fees in instalments as approved from time to time. However, students are expected to print examination cards and obtain Bursary clearance duly certified by the Bursary as confirmation of non-indebtedness to sit for end-of-semester examinations. Similarly, evidence of full payment of all approved school fees must be presented as part of final-year clearance by the graduating students.

For clarity on payment issues, students are advised to visit the Bursary for further guidance.

Being a private fee-paying Institution, all students are expected to pay the prescribed fees for all services to be provided by the University which are structured to include:

- Registration
- Tuition
- Accommodation
- Library
- Practical
- Health Care
- Games and Sports
- Examinations/Assessments
- Development Levy

- Other fees as may be applicable from time to time
  
- a. To be considered a bona fide student of the University, evidence of payment is compulsory.
- b. Payment of prescribed fees on a Semester basis as may be determined by Management is allowed for the convenience of parents/sponsors.
- c. Payments must be made to the designated bank account of the University.
- d. Students are issued receipts for all payments.
- e. Clearance cards are issued to students upon full payment of stipulated fees for each Semester or closeup Session.
- f. Students should ensure safe custody of their receipts and clearance cards.
- g. Each student is allotted a ledger account which contains the student's financial transactions for the duration of their course of study.

## **CHAPTER TWO**

### **HALL OF RESIDENCE**

#### **(a) ACCOMMODATION**

- (i) The policy of the University is to provide accommodation for all registered students. All students must live on campus.
- (ii) On arrival, students should apply for accommodation on the prescribed form obtainable from the Student Affairs Unit.

#### **(b) BEDDINGS**

Students are required to provide their bedding. Students will be responsible for the cleaning of their rooms and their laundry.

#### **(c) CONDUCT IN THE HALL OF RESIDENCE**

- i. The University reserves the right to check the luggage of students before they are allowed into the hall of residence at the beginning of every Semester or as may be deemed appropriate. This is to ensure that prohibited substances such as knives, forks, bottles, hard drugs, hard drinks, fire lighters and the like are not allowed into the University premises.
- ii. Trading under any guise, physical and online, by any student (whether within or outside) of the hall of residence is prohibited. Where this rule is violated, either or both the buyer and the seller will face disciplinary action. Except in entrepreneur courses where students are instructed to buy certain materials for productivity and the University is aware.
- iii. Screening of beds in the halls of residence is not allowed, except for the use of transparent mosquito nets.
- iv. Bathing, washing and associated activities in undesignated areas are prohibited.

- v. Nudity is prohibited in the Halls of Residence.
- vi. Students should be in their rooms during bed check at 10.00 pm.
- vii. Fighting, stealing and other anti-social behaviours in the halls of residence are prohibited.
- viii. No student is allowed to cook in the halls of residence. Food should be purchased and consumed from the cafeteria.

***Defaulters shall face disciplinary action.***

**(d) EXEATS**

- i. Students exiting the university premises, either outside or within the town, are required to obtain an exeat to be issued by the Student Affairs Unit.
- ii. To travel out of town, the Dean of Student Affairs must approve the exeat, which should have been applied for at least 48 hours before such a trip. Students are not normally allowed to travel more than twice a semester.
- iii. Exeats will not normally be issued to cover periods of fellowship.
- iv. Any student found to be away from the University without an exeat will face disciplinary action.
- v. Any movement outside the campus must involve University authorisation. Students are mandated to return to the University within the stipulated time. Students who fail to meet this will be rusticated for One Semester.
- vi. Students shall comply with other rules and regulations on exeat as may be prescribed from time to time by the University authority.

### **(e) VISITING HOURS IN HALLS OF RESIDENCE**

- i. A visitor is any person who is not an authorised resident of the particular hall, including parents.
- ii. Visitors are not allowed in Students' Halls of Residence. Visitors can see students in the Students' Centre.
- iii. Visitation hours are Sundays – 12:00 noon – 5.00 pm; Saturdays, 9:00 am – 5:00 pm; and Public Holidays 9:00 am – 6:00 pm.
- iv. Students are not allowed to visit their fellow students of the opposite sex in their halls of residence.

### **(f) PARTICIPATION IN OFF-CAMPUS PROGRAMMES**

All proposed off-campus activities by students of the University are to be submitted in writing for consideration and recommendation through the Student Affairs Office for the Vice-Chancellor's approval.

The request should among other things, include:

- i. the destination, purpose of the trip, time of leaving the campus and the time of returning;
- ii. the name(s) of the Chaperone(s) for the programme, who must be senior members of staff of the University. Chaperone(s) are to take proper briefing from the Vice-Chancellor before the commencement of the journey,
- iii. the method of transportation (vehicle, the owner and the arrangement in place), and

- iv. the endorsement of the staff adviser or the University official in charge.

Organisers of off-campus activities must obtain the Vice-Chancellor's approval in writing before embarking on such trips. Students who are not accredited as members of the group should under no circumstance accompany the group. The group and the vehicle(s) designated for the off-campus programme are to go to the exact destination only and return to campus with all the contingents.

**(g) CELEBRATION/SOCIAL GATHERING**

All proposals for any form of celebrations and social gatherings to be held on campus by individuals, registered clubs and associations are to be submitted in writing for consideration and recommendation through the club or the respective Hall Warden through the Dean of Student Affairs to the Vice-Chancellor. Organisers of programmes without due approval of the Vice-Chancellor will be appropriately sanctioned.

**(h) USE OF HALL OF RESIDENCE FOR SOCIAL GATHERING**

- i. The use of halls of residence for social activities must be by the written permission of the Vice-Chancellor through the Dean of Student Affairs with at least 48 hours' notice.
- ii. Student social gatherings will not be allowed during any University official activities.
- iii. Any form of anti-social behaviour during the gathering (e.g., smoking, drinking alcohol, use of hard drugs, fighting, etc.) is strictly prohibited. Any violation of these regulations will be referred to the Student Disciplinary Committee.

- iv. All such activities permitted to be held in any Hall of Residence should normally take place in the Common Room.
- v. Approved social parties may only be held on weekends and shall not exceed 9 pm.
- vi. Music played in the Common Rooms or at approved social gatherings should not disturb other residents. Every musical composition played on the radio, available on records, tapes and cassettes must be in harmony with the expected high moral standards of the University.

**(i) NIGHT MOVEMENT CONTROL**

- i. All students should be in their halls of residence by 10.00 pm daily.
- ii. All overhead lights should be put out by 11:00 pm.
- iii. The only lights permitted in the rooms are desk lamps (students should provide their desk lamps).
- iv. Bed checks shall be performed in the Halls of residence daily.

**(j) USE OF ELECTRICAL APPLIANCES**

- i. Only torch lights and rechargeable lamps are allowed during power outages.



- ii. Under no circumstance must electrical appliances such as immersion heaters, heating coils, electric cookers, toasters, grills, television sets, refrigerators, hot plates, irons, and multiple outlets be used in the students' rooms.
- iii. Pressing irons may be used only in the laundry.

**(k) POSSESSION OF RAW FOOD IN THE HALL OF RESIDENCE**

- i. Students are forbidden from keeping/possessing raw food in the Hall of residence.
- ii. Cooking in any form is prohibited.
- iii. All forms of cooking utensils are not allowed in the halls of residence.
- iv. Any student who violates (i) above shall face appropriate disciplinary action.

**(l) ROOM, HALL OF RESIDENCE AND CAMPUS CLEANLINESS AND INSPECTION**

- i. Students must make their beds and keep their rooms clean and tidy.
- ii. Students are forbidden from:
  - (a) indiscriminate urinating and defecating outside the toilets and unauthorised areas.
  - (b) Bathing outside the prescribed bathrooms, and
  - (c) disturbing others by playing music.

- iii. Violation of (i) to (ii) above shall attract appropriate disciplinary action.
- iv. Appropriate University officials reserve the right to inspect the Halls of Residence at any time (weekly or monthly).

**(m) DAMAGE TO ROOMS**

- i. Nail tacks and anything else that can damage/deface the walls must not be used on the walls.
- ii. There should be no movement of furniture or property from one room to another and no alteration is permitted on the furniture, including fixtures, lights, woodwork or locks.

**(n) PETS**

For health and sanitary reasons, pets are prohibited in and around the University Halls of residence. Any breach of the rule will attract appropriate disciplinary action.

**(o) SQUATTING AND UNAUTHORISED VISITORS IN HALLS OF RESIDENCE**

- i. All forms of squatting are prohibited.

- ii. Any student who stays or squats in a room not allocated to him/her will be made to face disciplinary action.
- iii. A student who aids and abets squatting of another student and/or harbouring strangers/visitors will also face disciplinary action.
- iv. Any student who harbours a stranger and unauthorised visitor in their room shall be made to face disciplinary action.

**(p) SECURITY OF PERSONAL PROPERTY**

- i. Stealing is viewed as a serious offence in this University and anyone caught stealing will be expelled.
- ii. The University does not accept responsibility for any loss of personal property in the Halls of Residence.
- iii. Students are strongly advised to keep and large sums of money with commercial banks.
- iv. Doors should always be locked and the keys removed when leaving the room.
- v. Students must not leave personal property in their halls of residence during the long vacation.
- vi. All personal valuables (cell phones, personal computers, etc) used on a routine basis must be registered at the

Security post upon entry into the University campus.  
Failure to do so will result in disciplinary action.

**(q) BUSINESS ACTIVITIES IN THE HALLS OF RESIDENCE**

- (i) Buying and selling of tangible products such as wears, shoes, perfume, and provision materials among others are prohibited in the hall of residence.
- (ii) Any student who wishes to render commercial service to his/her fellow students must get official permission from the Vice-Chancellor through the Dean of Student Affairs.

## **CHAPTER THREE**

### **THE SECURITY UNIT**

The University security unit is an arm of the Office of the Vice-Chancellor, and it is supervised by the Chairman of the Council Committee on Security. It consists of proficient physically, mentally, and intellectually fit men and women who are saddled with the responsibility of providing an enabling environment for the day-to-day running of the university. It implements and enforces the University's rules and regulations, arrests any act militating against the relative peace on campus. Alongside the legal unit, the security unit investigates and prosecutes offenders and offences against the university.

#### **AIMS AND OBJECTIVES**

1. Ensuring the safety of all employees, parents, students and other visitors and contractors at all times within the premises and its immediate environment.
2. Putting in place standard and adequate security structure, procedure, and equipment to safeguard university assets, infrastructure as well as those of our clients and visitors.

**To achieve these objectives, the Unit ensures that the following criteria are met:**

- i. Prompt and efficient collection, collation and dissemination of security information between the university and its stakeholders, such as staff, students and parents, contractors, visitors, and other friends of the university.
- ii. Maintaining a dynamic security structure that will easily, effectively and efficiently adapt to changes in security levels.

- iii. Providing a methodology for security assessment to have in place a plan and procedure to respond timely to security breaches.
- iv. Maintain a cordial working relationship with all other universities within the state and the nation at large.
- v. Maintaining a cordial working relationship with all government security outfits, such as the Police, Department of State Services (DSS), National Drug Law and Enforcement Agency (NDLEA), Fire Service, and any other relevant agencies.
- vi. Operating within the limits of the Federal Government of Nigeria and the Ogun State Government.

## **CHAPTER FOUR**

### **RESUMPTION/ORIENTATION**

#### **(a) RESUMPTION DATES**

The University, before the end of each Semester/Session or public/work-free days, will usually announce resumption dates as appropriate. Students are to comply with the schedule of resumption as may be published or announced by the University from time to time.

Statutorily, failure to resume for a semester after two weeks will attract strict penalties ranging from warning to termination of studentship.

#### **(b) ORIENTATION FOR FRESH STUDENTS**

It is compulsory for fresh students to attend the Orientation Programme.

It is mandatory that all fresh students attend all the orientation activities and sign the attendance register.

The Student Affairs Unit in collaboration with other Departments organises the Orientation Programme.

Any student who has received a letter of admission before the orientation week, but fails to attend any of the orientation week activities may have his/her admission withdrawn.

The Orientation Programme which is held at the beginning of a new Session is intended:

- i. to enable new students to settle down and adjust to the University environment, and

- ii. to allow students to familiarise themselves with the existing rules, regulations and procedures of the University.



## CHAPTER FIVE

### INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

#### (i) **Introduction**

The Information and Communication Technology (ICT) Unit, operating under the office of the Vice-Chancellor, plays a pivotal role in integrating technology into all facets of life in the University.

The ICT extends a warm welcome to all students of Chrisland University! As you embark on your educational journey in the University, the ICT Unit is here to ensure that you have access to cutting-edge technology and comprehensive support services that enhance your learning experience.

#### (ii) **Activities and Services Offered by the ICT Unit**

Activities offered by the ICT Unit of the University include but not limited to the following:

- **Portal Activation and E-Learning Platform Access:**  
Upon arrival, students are required to visit (or as may be directed) the ICT Unit for the activation of their student portals, granting access to essential academic resources, course registration, and our e-learning platform (Learning Management System). This platform serves as a central hub

for accessing online lectures, assignments, quizzes, and collaborative learning activities.

- **Technical Support and Assistance:** Our dedicated team of IT professionals is available to provide technical support and assistance to students, faculty, and staff. Whether you encounter issues with accessing online resources, using software applications, or troubleshooting hardware problems, we are here to help you navigate any ICT-related challenges.

### **(iii) Policy on Ownership of Laptops by Students**

At the inception of the University, ownership of personal laptop by every student had been a well-stated policy. In line with the contemporary and global Information and Communication Technology dispensation, the University hereby reiterates that it is mandatory for each student to own and bring his or her laptop to the University to enhance his or her learning experience, facilitate research, and enable him or her to engage effectively with online resources and coursework. Owning and bringing a laptop to the University forms part of the requirements for registration and participation in scheduled online teaching and learning activities.

Having personal laptops will not only equip students with the necessary tools for academic achievement but also develop a culture of technological proficiency and innovation.

To ensure the security of the University resources and protect your personal belongings, all students are required to register their laptops with the Security Unit and the Hostel. This registration process helps the University to track and monitor laptop usage on campus and enhances the University's security measures. Additionally, students are encouraged to engrave their laptops with their personal information to facilitate identification in case of loss or theft.

(iv) **E-Learning Policy and Guidelines:** Chrisland University e-learning policy outlines the expectations and guidelines for students participating in online learning activities through Learning Management System (LMS). This policy covers attendance requirements, academic integrity, communication protocols, and technical support options. All students are encouraged to be guided by these policies to ensure a seamless and productive e-learning experience.

(v) **Use of University ICT Resources**

Acceptable use policies, guidelines, and restrictions governing the use of the University ICT resources are defined to promote responsible and ethical behavior among users. The policies cover the following:

(a) **Authorized Use:** Users of university ICT resources, including faculty, staff, and students, are required to use

these resources solely for authorized purposes in support of their academic, research, administrative, or university-related activities.

- (b) **Acceptable Use:** The use of university ICT resources must comply with all applicable laws, regulations, university policies, and ethical standards. Users are expected to conduct themselves in a responsible, professional, and ethical manner when utilizing ICT resources.
- (c) **Access Control:** Access to university ICT resources is granted based on the principle of least privilege, ensuring that users have access only to the resources necessary to perform their duties. Users are responsible for safeguarding their credentials and preventing unauthorized access to their accounts.
- (d) **Data Protection:** Users are responsible for protecting the confidentiality, integrity, and availability of university data and information entrusted to them. This includes compliance with data protection laws, encryption of sensitive information, and adherence to data handling and retention policies.
- (e) **Security Awareness:** Users are required to maintain awareness of cybersecurity risks and best practices to protect university ICT resources from threats such as malware, phishing, social engineering, and unauthorized

access. Security awareness training and educational materials are provided to users regularly.

- (f) **Prohibited Activities:** Certain activities are strictly prohibited when using university ICT resources, including but not limited to:
- Unauthorized access to or use of computer systems, networks, or data.
  - Distribution of malware, viruses, or other malicious software.
  - Violation of copyright, intellectual property rights, or licensing agreements.
  - Harassment, discrimination, or illegal activities conducted online.
  - Use of university ICT resources for personal gain or commercial purposes without authorization.
- (g) **Network Usage:** Users must adhere to network usage policies and guidelines when accessing university networks and internet resources. This includes avoiding excessive bandwidth consumption, refraining from activities that degrade network performance, and respecting network usage restrictions.
- (h) **Software Licensing:** Users are responsible for complying with software licensing agreements and copyright laws when installing or using software on

university-owned devices. Unauthorized duplication, distribution, or use of copyrighted software is prohibited.

- (i) **Personal Devices:** Users may be permitted to use personal devices to access university ICT resources, subject to compliance with university policies and security requirements. Personal devices must be configured and maintained in accordance with university standards to ensure compatibility and security.
- (j) **Monitoring and Enforcement:** The university reserves the right to monitor and audit the use of ICT resources to ensure compliance with policies and detect potential violations. Non-compliance with ICT policies may result in disciplinary action, including account suspension, termination of access privileges, or legal consequences.
- (k) **Reporting Violations:** Users are encouraged to report any suspected violations of the ICT policies or security incidents to the appropriate university authorities, such as the ICT helpdesk, IT security team, or university administration. Reporting helps mitigate risks and ensures prompt resolution of issues.
- (l) **Policy Acknowledgement:** All users are required to acknowledge and adhere to university ICT policies and guidelines as a condition of accessing and using the

University ICT resources. Acknowledgement may be obtained through online agreements, training sessions, or signed policy documents.

**(vi) Conclusion**

The ICT Unit is dedicated to empowering you with the necessary technological tools and resources to succeed academically, professionally, and personally. The ICT is committed to fostering a culture of innovation, collaboration, and lifelong learning, and we look forward to supporting you on your journey toward excellence at Chrisland University!

Welcome to the ICT-enabled learning community!

## **CHAPTER SIX**

### **CHRISLAND COUNSELLING AND PSYCHOLOGICAL SERVICES (CCAPS)**

Chrisland Counselling and Psychological Service is saddled with the responsibility of being the in-loco-parentis arm of the University (Local Parents) that monitors the welfare and general stability of the students while on campus.

Students are encouraged to make use of the counselling unit. CCAPS is guided by the code of ethics of Psychology and Counselling professions, the Centre promotes the privacy and confidentiality of clients by treating all information obtained during counselling sessions with the utmost discreetness.

The Clinical professional staff help students explore, understand and work through problems on an individual basis. Individual counselling can help students find themselves, expand choices overcome obstacles that can interfere with personal development and behaviour modification.

Issues that could be brought to CCAPS:

- i. Academic challenges
- ii. Anti-Social behaviour
- iii. Adjusting to University life
- iv. Stress and Anxiety
- v. Depression
- vi. Trauma
- vii. Self-Esteem and Body Image Concerns
- viii. Learning Disability



- ix. Bullying
- x. Victim of Abuse of any kind
- xi. Relationship Concerns
- xii. Substance Abuse, etc.

CCAPS is committed to reaching out to the University Community. Outreach services that include presentations and workshops on various emotional/mental health topics and interpersonal issues comprise other important components of the service the centre offers.

Chrisland Counselling and Psychological Services welcomes all students, regardless of their needs and psychological challenges, at any given moment. Please feel free to contact CCAPS at [ccaps@chrislanduniversity.edu.ng](mailto:ccaps@chrislanduniversity.edu.ng) or call the University Counsellor.

***Chrisland Cares. Help Us to Support You!***

## **CHAPTER SEVEN**

### **CATERING SERVICES**

- i. The students' catering service of the cafeteria is open to all students. By this, students would be served three square meals on a pay-as-you-eat basis.
- ii. Students are expected to observe the following rules in the cafeteria:
  - a. All students are required to conduct themselves very responsibly during meal times.
  - b. All students are required to comply strictly with the regulations guiding the cafeteria/canteens as may be formulated by the University authority from time to time.
  - c. Taking food into the Halls of Residence is prohibited.
  - d. Food for a sick person may be taken into the Halls of Residence only with the written permission of the Hall Warden/Matron or University doctor.
  - e. The kitchen is for employees only and is out of bounds to students. Any student who enters the kitchen area without the permission of the kitchen staff contravenes the University regulations.
  - f. Students are required to dress in modest and decent attire to the cafeteria.
  - g. Dishes, cutleries and cooking utensils are the property of the cafeteria and should not be removed from there. Students found

with cafeteria materials shall be liable to a surcharge and disciplinary action.

- h. Students should vacate the table after eating to allow others to make use of the table, particularly at busy times.
- i. Cafeteria furniture should not be removed from the cafeteria by students. The violator would be appropriately sanctioned.
- j. Any student who engages in any form of financial malpractice in and around the cafeteria will be made to face disciplinary action.

## **CHAPTER EIGHT**

### **UNIVERSITY HEALTH SERVICES**

#### **Chrisland University Health Centre**

Chrisland University Health Centre is a 24-hour healthcare facility with the provision of exceptional health management and high-quality health service. The health centre services include preventative care, diagnosis, treatment and management of illnesses and injuries. We operate at a primary health centre level and are staffed by a team of healthcare professionals, including doctors, nurses, administrative officers and other support staff.

The services we provide include:

1. Preventative care: This includes immunisations, health screenings, and education on healthy lifestyle choices.
2. Diagnosis and treatment of common illnesses: At Chrisland University Health Centre, we diagnose and treat a range of common illnesses.
3. Mental health services: We partner with the counselling unit of the university to provide support for patients with mental health conditions.

In addition to these services, we also provide referrals to specialists or other healthcare providers as needed. We also resuscitate and refer emergency cases, if need be, to our affiliated hospitals for expert care.

- Federal Medical Centre, Abeokuta. (Public Hospital)
- Ijaiye State Hospital, Abeokuta. (Public Hospital)
- Mercy Group Clinics, Abeokuta. (Private Hospital)
- Sacred Heart Hospital, Abeokuta. (Private Hospital)

## **Medical Registration of Students**

Upon securing admission to the University, students are required to register and complete the prescribed medical examinations as part of their registration process. Details of these medical tests which include your health background, blood group, genotype and allergies are contained in the admission documentation as may be prescribed from time to time. To adequately provide for the health needs of students, parents and students are required to fully disclose the medical condition of students during the admission registration.

Please ensure that your health records and documentation are up-to-date to receive timely and accurate care.

## **Student Visits to Admitted Patients**

We encourage students to support their friends and family who are admitted to our medical centre. Visiting hours are 4 PM – 6 PM daily, and we kindly request that you adhere to our visiting guidelines to ensure a peaceful and restorative environment for all patients.

## **Rules for Student Use of the Medical Centre**

1. **Appointments:** Only emergencies are to be attended to after 8 pm. No loitering within and around the clinic.
2. **Medication:** If you are prescribed medication, ensure you follow the dosage instructions carefully and have refills when needed. Eat before coming and come along with a bottle of water. Also, when coming for your medication, come alone, not with family and friends.
3. **Confidentiality:** Your privacy and confidentiality are of utmost importance. All medical records and discussions are strictly confidential.

4. Reporting Illness or Emergencies: If you are feeling unwell or experiencing a medical emergency on campus, please contact us immediately.

## **Health and Wellness Education**

Chrisland University is dedicated to promoting healthy living and preventive care. We offer a range of workshops, seminars, and programs aimed at enhancing your physical and mental well-being. Stay tuned for announcements about upcoming events.

## **Frequently Asked Questions**

If you have any questions or require further information, do not hesitate to reach out to our friendly Administrative Officer at our medical centre.

We encourage all students to prioritise their health and well-being during their time at Chrisland University. Remember that our medical centre is here to provide you with the care and support you need.

Furthermore, students should note the following:

- a. Every student must register and be screened at the University Health Centre.
- b. For any form of ailment; students should report at the University Health Centre for treatment or advice.
- c. For official purposes only, the report of the Director of the University Health Centre is acceptable to the University.

- d. Even for treatments received outside the University, the medical report, if required for official purposes, must be endorsed by the Director of the University Health Centre.
- e. The University must be informed of any sickness of students, outside the University during the session.
- f. The University will not be liable for any undisclosed health status of any student.

## **CHAPTER NINE**

### **THE UNIVERSITY LIBRARIES**

As part of the registration exercise, every student must register at the University Libraries and must abide by the following rules:

- a. Library users are expected to show respect for the rights of others by keeping quiet in the library and providing an enabling environment for study and research. Therefore, all handsets are required to be put off or kept on silent mode while in the library. No call should be made or received in the library.
- b. No library material should be taken out of the building without signing for it at the circulation desk.
- c. All library materials borrowed (issued) are to be returned promptly.
- d. Library materials issued are to be treated with proper care or when used in the library.
- e. No food or drink is allowed in the library.
- f. All readers are to surrender their bags and books for inspection at the security post when leaving the library.
- g. All library users must show library identity cards before entry is granted into the library.
- h. While entering the library, all personal belongings except purses, notebooks, private books and books meant to be returned to the library, shall be deposited by each reader at the property counter.



Students should note that any act of misconduct in the library will attract appropriate sanctions.

## **CHAPTER TEN**

### **REGISTRATION OF STUDENTS AND PROCEDURE FOR REGISTRATION**

- a. All fresh students must be cleared in sequence by the Admissions Office, Bursary and Student Affairs Unit on their first arrival.
- b. All students must register at the beginning of each Semester for the courses prescribed by their colleges.
- c. Registration must be completed within the prescribed period. Beyond that period, late registration may be permitted up to a limit and on the payment of a late registration fee determined by the Senate.
- d. Registration expiration is two weeks subject to the date of admission. Failure to do so will result in a penalty fee for every week registration is not completed.
- e. On no account will registration be permitted after matriculation.
- f. The step-by-step registration process is as follows:
  - i. Clearance by the Admissions Officer and collection of registration forms from the Academic Office.

- ii. Payment of prescribed fees and clearance from the Bursary.
- iii. Allocation of students into Halls of residence for only students who have paid their fees.
- iv. Clearance by the College Office.
- v. Completion of registration forms in consultation with Heads of Departments concerned.
- vi. Submission of completed registration forms duly signed and forwarded to the Academic Office through the College Office.
- vii. During the period of registration, all fresh students must register at the University Health Centre.
- viii. A copy of the final completed registration form must be collected from the College Officer to be kept by the student. Students who do not submit a registration certificate within a specified grace period after the end of registration will be denied exeat as a penalty.

## CHAPTER ELEVEN

### MATRICULATION

- a. All fresh students, properly registered as indicated in Chapter 9, shall be formally admitted into the University at a Matriculation Ceremony to be conducted on a date specified by the Senate.
- b. It is compulsory for all fresh students to take the Matriculation Oath to be administered on Matriculation Day.
- c. A student becomes a *bona fide* student of the University only after taking the Matriculation Oath, signing the Matriculation Register and being allotted a Matriculation number.
- d. For emphasis, no registration is allowed for any student after the Matriculation Day.
- e. The Matriculation Oath reads as follows:

"On admission to studentship of Chrisland University,

I.....solemnly and sincerely pledge and declare that I will pay due respect and obedience to Chrisland University, the Vice-Chancellor and all other Officers of the University and that I will faithfully observe all regulations which may, from time to time be issued by them for the good order and governance of the University, including an order that I and/or the students' body should make restitution for damage done by me and/ or students to public property. In addition, I faithfully promise to refrain from any acts of cultism, violence and other actions that may disrupt the smooth running of the University or likely to bring the University into disrepute. So, help me God".

Name of Student (in Full)

*(Surname in Capitals):* \_\_\_\_\_

Matric No: \_\_\_\_\_

College: \_\_\_\_\_

Department: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For all official purposes in the University students are expected to write their surnames first and in Capital Letters, followed by a comma. Their two other personal names should begin with Capital Letters.

## **CHAPTER TWELVE**

### **IDENTITY CARDS**

- a. Each student upon registration in the University is issued an official Student's Identity Card.
- b. Students may be required at any time to identify themselves upon request by authorised University officials acting in the performance of their duties.
- c. It is mandatory for students to wear their identity cards always whenever they are within the school premises. Failure to do so attracts sanctions. University facilities are open only to students who wear their valid Identity Cards. Therefore, no student will be admitted to the library, examinations and any other University facility without a valid Identity Card.
- d. Note that the Identity Card is the property of the University and must be submitted at the Student Affairs Unit if for any reason a student is to leave the University before graduation.
- e. Procedure for obtaining a replacement identity card:
  - i. A written application for the replacement of the ID card will be passed through the HOD to the office of the Registrar for consideration and approval.
  - ii. Such application must be supported with a Police report on the loss of ID card, an affidavit on the loss of ID card and evidence of payment of N5,000.00 into the University's account as cost of replacement.

## **CHAPTER THIRTEEN**

### **CODE OF CONDUCT**

#### **(a) PREAMBLE**

- i. The University's vision and mission are primarily for the sound moral, intellectual, and cultural development of its students. The University also aims at inculcating good character as an integral part of that education.
- ii. A candidate's acceptance of admission offer to the University constitutes an acceptance by the student to abide by the rules and regulations that may from time to time be made for its good governance.
- iii. A letter of undertaking must be signed by the student and his/her parent/guardian during registration.
- iv. Such undertaking carries with it an obligation that the student shall be a law-abiding and responsible member of the academic community per the University's best standards, rules and other conditions established by constituted authorities of the University.
- v. Every student of the University is required to maintain a high standard of personal integrity. The University regards as a serious offence any act of indecorous, immoral, deceit, disloyal or destructive behaviour, as well as violation of university regulations. It is the responsibility of each student not only to acquaint himself/herself with these Rules and Regulations, but also to uphold them at all times, and with special regard to the University's motto of "Intellectual Radiance".

## **(b) GUIDELINES FOR BEHAVIOUR**

- i. Any student who displays any form of disrespect bordering on contempt, to any official of the University, while the latter is performing his/her official assignment will be subject to disciplinary action.
- ii. Any student who writes an insulting letter to an official of the University will be subject to disciplinary action.

## **CHAPTER FOURTEEN**

### **DRUG ABUSE**

#### **Introduction**

Chrisland University has zero tolerance for drug abuse both inside and outside of the campus. Any student of the University found to engage in drug abuse shall be sanctioned according to the provision of this Student Handbook.

#### **Hard Drugs/Prohibited Substances**

These are substances that change a user's mental and physical state, they affect the way the brain works, feelings, and behavioural patterns. Generally, drug users are unpredictable and dangerous and therefore a threat to society.

As part of its measures to combat drug abuse among its students, the University usually conducts random drug test for all students of the University and any student who tests positive to any drug metabolite such as drugs Marijuana or Indian hemp, cocaine, heroin, colorado, tramadol, Jedi, Pot and all other substances used without a doctor's prescription shall be sanctioned appropriately. Also, any student who is found in possession and/or consuming any prohibited substance shall be appropriately sanctioned.

Also, officials of the National Drug Law and Enforcement Agency (NDLEA) are always mandatorily available to search every student and his/her luggage during resumptions while drug tests are periodically carried out on both staff and students.



## **CHAPTER FIFTEEN**

### **CULTISM**

#### **Introduction**

A cult is a system or group of people who practice excessive devotion to a figure, object, or belief system and typically follow a charismatic leader who has excessive control over his/her members. Members are usually unwaveringly devoted to a set of beliefs and practices which are considered deviant to societal norms, and they operate in secrecy.

#### **Effect of Cultism**

Some consequences of cultism are a breakdown of law and order, disruption of academic activities, disorientation of societal values, premature death, drug addiction and related health problems.

#### **Sanctions for Cultism**

Cult membership or Cultism is prohibited in this university and any student found to be a member of a cult, whether within or outside the University campus, shall be summarily expelled, handed over to the appropriate agency of government and blacklisted if necessary.

## **CHAPTER SIXTEEN**

### **DRESS CODE**

#### **(a) PREAMBLE**

- i. All students must dress corporate except when they are in their Halls of Residence or actively participating in sporting activities or field practicals. Provocative sportswear which exposes private parts of the body that are supposed to be concealed (e.g., chest, navel and thighs) is prohibited. Examples include bum shorts, spaghetti straps, rag/crazy jean, cropped tops and transparent clothing.
- ii. While maintaining good taste with high morality and modesty, the appearance of every student should be characterized by neatness, purity and simplicity, which must conform to the unique standards and virtues of Chrisland University.
- iii. Tattooing of any part of the body is highly prohibited. Face caps in lecture halls are not allowed.

#### **SANCTIONS**

- i. First-time offender: Strong reprimand
- ii. Second-time offender: Community service
- iii. Third-time offender: Rustication for one semester

#### **(b) CAMPUS DRESSING FOR FEMALE STUDENTS**

The following regulations apply at all times to all females dressing on campus.

Dressing which is Sexually provocative dressing exposing vital parts of the body that are supposed to be concealed is prohibited.

The identity of all students must be visible at all times (i.e., faces must be fully visible). The form of dressing that obscures easy identification is not allowed.

- i. Skirts must be long enough to cover the knees and must not be slit above the knees.
- ii. Transparent, sheer, or tight-fitting blouses, sweaters or skirts are not permitted.
- iii. Dresses with low necklines or dresses that do not fully cover the shoulders and armpits are not permitted.
- iv. Shorts, slacks and similar attire should not be worn outside the Residence Halls on campus.
- v. Trouser suits may be worn but with camisoles that do not with low necklines.
- vi. Ragged/crazy jean are prohibited on campus.
- vii. Excessive facial makeup, multi-coloured polish, artificial nails and bleaching are not allowed.
- viii. Students are allowed moderate use of unnatural braided hair or attachment, which in any case should not exceed neck length.
- ix. Unnatural braided hair or attachment should match with the natural hair colour.

- x. The hair should be well groomed (neat) all the time.
- xi. Use of jewellery should be moderate. Dangling and bogus earrings are not allowed. Piercing of the nose or multiple piercings of the ear are not allowed. Nose rings or jewellery on the tongue is not allowed. Multiple and bogus rings are not allowed.
- xii. Noisy and bogus shoes should be avoided.
- xiii. Fixing eyelashes, contact lenses and leg chains is not allowed.
- xiv. Gender cross-dressing on campus is prohibited.

**(c) CAMPUS DRESSING FOR MALE STUDENTS**

- i. Men's dresses for lectures/and University occasions should consist of trousers (not jeans), shirts and ties to fit.
- ii. Men should not go bare-footed or without shirts anywhere on campus and must wear proper sports uniforms when participating in sports activities or outdoor games.
- iii. Men should not wear muscle tops, earrings or necklaces.
- iv. Men's hair should be kept short, neat and well combed. Beards should be clean-shaven.
- v. Sneakers are not allowed while on corporate outfits, corporate shoes should also go along with corporate outfits.
- vi. Gender cross-dressing on campus is prohibited.

**(d) ASSEMBLY AND WORSHIP SERVICE**

- i. Wednesday assembly attendance is compulsory for all staff and students regardless of their religion.
- ii. Sunday Chapel attendance is compulsory for all students regardless of their religion. Failure to attend will attract a penalty.
- iii. Students must not be caught wandering during Chapel hours. Sanctions for disobedience of these rules may range from community service to rustication for one Semester.
- iv. Students must not be found patronising service providers on campus during assembly and worship service as all service providers must be closed down during such periods.
- v. Use of cell phones during chapel and assembly or public meetings is highly prohibited.
- vi. Dress code for the chapel includes corporate wear and/or modest native wear. Clothes must not be provocative and items such as shorts, face caps, slippers, etc are not allowed.
- vii. Muslim students are allowed to pray in their rooms only.

**(e) RULES GOVERNING USE OF CELL PHONES AND MUSICAL INSTRUMENTS**

- i. All mobile telephones should be switched off in lecture rooms, examination halls, libraries, and during prayer/worship periods. Students should show consideration for others by speaking with low tones and putting the ring tones at vibration at all times. Any student found violating this rule shall have his/her

telephone seized until the end of the semester and shall be strongly reprimanded.

- ii. Use of an earpiece while walking on campus and in all official programmes of the University is prohibited, defaulter will have their earpiece confiscated.
- iii. No student is allowed to disturb his/her roommate by playing musical instruments. However, students may play musical instruments anytime between 6.00 am and 10.00 pm, provided that the instrument is always tuned to a level that will not disturb other roommates.
- iv. Students shall not use personal fans in the halls of residence.

(f) **SANCTIONS**

Other offences not listed above shall attract punishments ranging from formal warning to expulsion.

(g) **REFORMATORY PROGRAMME**

Without prejudice to the sanction that may be imposed on any student, they may be required to attend a mandatory reformatory programme before being re-admitted to the University.

(h) **STUDENT'S RIGHT OF APPEAL**

Chrisland University has provided rules and regulations to guide and reform students' behaviour.

Any student who has been placed on corrective measures, but feels he/she has not been given a fair hearing or has additional information to guide the University's decision, has the right to send in a letter of appeal within two (2) weeks of the receipt of

the letter of sanction to Senate, copying the Vice-Chancellor, Registrar and Dean Student Affairs for reference.

## CHAPTER SEVENTEEN

### SOCIAL LIFE ON CAMPUS

#### (a) INTRODUCTION

Chrisland University is a co-educational institution where wholesome association is encouraged and considered necessary for personal development. The friendly relationship between men and women in open-group activities is desirable.

#### (b) MALE - FEMALE RELATIONSHIP

- i. Unrestricted association between men and women, including any conduct such as clandestine meetings and loitering in the dark that might lay the morals of a student open to question is forbidden.
- ii. Friendship amongst male and female adults is expected and respected. Friendship, however, should not violate University regulations. Romantic friendship between the same gender i.e. male/male or female/female is not permitted in the University. Any student who violates this regulation will be expelled from the University.
- iii. **MARRIAGE:** If a student decides to get married during his/her studentship, the University must be formally informed. Thereafter, the information on the changed marital status must be given in writing to the Dean of Student Affairs, the Dean of College and the Head of Department of the student concerned.
- iv. A married student getting pregnant will be required to take a leave of absence for one Session. If the student does not report early to the required personnel of her pregnancy, the student shall be rusticated for two Semesters.



## v. **PREGNANCY**

- Students who get pregnant, as well as the male responsible party, if he is a student of Chrisland University, will be rusticated for a minimum of one Academic Session.
- Any student who partakes, as well as other parties involved in termination of pregnancy will be expelled.

Any Student found with any of the following: contraceptives, pregnancy tests, sex enhancement drugs, abortion pills will face punishments ranging from community service to expulsion.

## (c) **REQUIREMENTS FOR REGISTRATION & OPERATION OF STUDENT CLUBS AND ASSOCIATIONS**

- i. Students' Clubs and Organisations will only be registered and recognised after the prospective Clubs/Organisations have satisfied the following conditions:
  - a. Submission of prescribed Application Forms duly completed.
  - b. Submission of letters of undertaking from a staff adviser/patron.
  - c. Submission of the club objectives and constitution, which must be in agreement with the objectives of the University.
- ii. All Clubs must renew their registration yearly at the beginning of each Session. The renewal form must be accompanied by an audit report of the previous year.
- iii. Student Club Registration should be processed for Senate approval by the First Semester of every session.

- iv. No organisation shall be allowed to have a special dress code without approval from the University.
- v. Any publication of society that contains scurrilous and malicious attacks on individuals will be banned and the members disciplined.
- vi. All Writers' Clubs and the names of their Magazines/Journals must be registered in the Student's Affairs Office before publication commences. The names of all writers or columnists must equally be registered. Approval for a change of name of any registered organisation/club must be obtained from the Dean of Student Affairs before the commencement of operation under a new name.
- vii. Any group of students or individual who interferes with the course of the dispensation of discipline on students through frivolous writing or other actions is liable to obstruct the University authority from performing its authorised duty. Such student(s) would be suspended from the University, in addition to other disciplinary measures that might be taken against such student(s).

**(d) ACTIVITIES INVOLVING VISITORS FROM OUTSIDE THE UNIVERSITY**

- i. In keeping with the University's traditional commitment to freedom of enquiry and the pursuit of truth, students' organisations are allowed to organise activities featuring guest speakers of their choice from within and outside the University.
- ii. However, the University must ensure that activities on the campus are conducted in an appropriate manner with requisite protocol. Where an outside Guest Speaker is to be invited, the

approval of the Vice-Chancellor must be obtained in writing before contacting the person concerned.

- iii. Before musicians can be invited for any activity on campus, an application must be made in writing through the Dean of Student Affairs to the Vice-Chancellor.
- iv. The approval of the Vice-Chancellor must be obtained in writing before contacting and bringing any musicians to the campus for any event or social activity.

(e) **SPORTS**

- i. Students are encouraged to make use of all sporting facilities provided by the University.
- ii. Friendly matches are allowed between Colleges, Departments and Halls of Residence with written approval from the Sports director and Student Affairs.
- iii. The University encourages healthy sporting competitions with sister Universities.

## CHAPTER EIGHTEEN

### ACADEMIC SUPPORT

Students are encouraged to make use of the academic support structure on campus to enhance and maximise their academic progress and performance.

- i. **Result Verification:** Students who are not satisfied with their scores for previously written examinations are free to collect a Result Verification Form from the Academic Affairs office to verify their results.
- ii. **Course Adviser/Mentor-Mentee Program:** Students will be assigned a staff mentor and a level adviser. The course advisers and mentors are readily available for students throughout their undergraduate studies to put them through academically.
- iii. **Library Resources:** Students have access to a well-stocked library with research materials, databases and librarians to assist with their studies and research.
- iv. All students will be assigned a staff mentor and a level adviser.
- v. **Academic Affairs Office:** Each student is encouraged to contact the Academic Affairs Office for their academic matter. Any student who scores a GPA of less than 1.50 in two consecutive semesters within an academic session shall be required to withdraw from the University.

## **CHAPTER NINETEEN**

### **STUDENT REPRESENTATIVE COUNCIL AND CLASS REPRESENTATIVE SYSTEM**

- i. The Student Representative Council is the highest student authority on Campus, and is elected annually. Members of the Student Representative Council can be invited and co-opted by the Vice-Chancellor, to attend certain official University meetings and serve on task groups.
- ii. Students' representatives are chosen during a fair, transparent and democratic process and are the sole representatives of the students.
- iii. The Students' Representatives Council (SRC) holds regular meetings with students in different courses or programmes.
- iv. During scheduled meetings with the Head of Departments and Deans of Colleges, SRC can discuss the challenges and grievances of the students and make suggestions to improve the academic delivery of the course or the programme.
- v. Students election shall be governed by SRC Election Guidelines as may be issued by the relevant university authority from time to time.

#### **Eligibility/Nominations:**

- i. To be eligible to contest for any position such as President, Secretary, Sports Coordinator, Welfare Secretary, Hall representative, or Social Coordinator, such candidates must be in 300 level and above and must have a minimum of 3.0 CGPA to apply.

- ii. To be eligible to contest for the position of Vice President, Financial Secretary, or P. R. O., the candidates must be in their 200 level and have a minimum of 3.0 CGPA to apply.
- iii. A letter of application stating interest to run for a particular office.
- iv. The student must obtain Clearance from the Head of the Department, Chairman of the Student Disciplinary Committee, Academic Affairs Office, Medical Officer, Hostel Supervisor, and Chief Security Officer.
- v. Students who have been sanctioned by the Student Disciplinary Committee (SDC) shall not be eligible to vie for a membership of SRC.

**CHAPTER TWENTY**  
**RULES AND REGULATIONS GOVERNING**  
**THE CONDUCT OF EXAMINATIONS**

**ELIGIBILITY**

All students who are registered for courses in a given Semester are eligible to sit for examinations in those courses except students in the following categories:

- a. A student who is absent from the University for upwards of three weeks without official permission such a student shall normally be deemed by the Senate to have withdrawn from the University.
- b. A student who fails to attend up to 80% of lectures or practicals in any course.
- c. The implementation of cases listed in (a) and (b) above is subject to Senate approval on the recommendation of the College/Faculty Board.

**(a) INSTRUCTIONS TO CANDIDATES**

Every candidate shall:

- i. Be admitted into the examination hall only on the presentation of the University Identity Card and Examination Card.
- ii. Ensure that he/she acquaints himself/herself with and adheres strictly to the instructions governing examinations in the University, including those printed on the front cover of the examination answer booklets.

- iii. Have the full responsibility of ensuring, before the commencement of any examination or test, that nothing incriminating is found on his/her person or on materials he/she legitimately brought into the examination hall (e.g., rulers, four-figure tables, etc.).
- iv. Conduct himself/herself in an orderly manner and obey all the instructions of the invigilator/examiner.
- v. Not be engaged in, or attempt any other manner of examination malpractice.
- vi. Candidates are not expected in the examination hall earlier than 30 minutes before the commencement of each examination. They are also advised to keep strictly to the seating arrangements to avoid confusion. Any candidate should not, under any circumstances, remove chairs arranged in halls used for examination purposes.
- vii. Candidates must report at the examination venues punctually at the time scheduled for their papers. A candidate arriving later than 30 minutes after the commencement of an examination will be refused entry into the examination hall. Candidates are not allowed to leave examination halls before 30 minutes before the end of the examination.
- viii. Candidates must bring with them to the examination hall their ink, pen, ruler, erasers pencils and any materials which may be permitted by these regulations (as stated hereunder). They are, however, not allowed to bring any books or papers, except those that may be permitted or provided by the Department responsible for the examination being held. Candidates are warned in their



interest to ensure that lecture notes, textbooks, jotters, bags or any other unauthorised materials or aids, etc. are not brought into the examination hall.

- ix. The invigilator shall search candidates before they are allowed into the examination hall.
- x. To ensure orderliness in the examination hall, seats will be arranged according to the Matriculation Number or groups taking examinations at each particular time.
- xi. Candidates are NOT ALLOWED to have GSM/Smart devices in the examination hall while any examination is in progress.
- xii. Communication of any kind between candidates is strictly forbidden during the examination. Any candidate found to be giving or receiving irregular assistance shall face disciplinary action.
- xiii. Silence must be observed in the examination hall. The only permissible way of attracting the attention of the Invigilator is for the candidate to raise his/her hand.
- xiv. The use of scrap paper is not permitted. Rough work must be done in the answer booklets, crossed neatly through and submitted along with the answer booklet/script.
- xv. Candidates offering Mathematics and similar courses must bring their own Mathematical or drawing instruments.

- xvi. Personal copies of Mathematical Tables will not be allowed in examination halls (See Regulation 'c' on "The Use of Calculators").
- xvii. Candidates must use their Matriculation Numbers for the examinations, and not names.
- xviii. Before handing in their answer scripts at the end of the examinations, candidates must satisfy themselves that they have inserted, at the appropriate places, their Matriculation Numbers and the numbers of the questions answered. Except for the question paper and any other materials, they may have legitimately brought with them (as indicated above), candidates are not allowed to remove or mutilate any paper or materials supplied by the University.
- xix. Candidates shall not normally be permitted to leave the examination hall during the first and last 30 minutes of any examination.
- xx. At the end of an examination, candidates must remain seated while invigilators go from row to row to collect answers scripts.
- xxi. Candidates are required to sign against their matriculation Numbers on the Attendance Register at the beginning of the examination and when submitting the answer booklets/scripts.
- xxii. Candidates shall not be admitted into the examination hall after 30 minutes of the commencement of the examination.

**(b) THE USE OF CALCULATORS**

- i. For examinations in certain courses, the use of electronic calculators is permitted, but the calculators must be non-programmable. Only one calculator shall be allowed per candidate. Organisers are not permitted.
- ii. The calculator must be small (hand-held) and battery-operated.
- iii. A candidate must not borrow another candidate's calculator during an examination.
- iv. The responsibility for the correct operation of the calculator rests with the candidate alone.
- v. Instruction manuals, calculator packets and containers are forbidden in the examination halls. Invigilators and Examinations Assistants shall confiscate them whenever and wherever they are discovered in the examination halls.
- vi. The calculator must be switched off on entry into the examination room and can only be turned on when ready to be used.
- vii. Candidates shall declare their calculators and make them available for inspection by invigilators on entry into the examination hall.
- viii. Contravention of any of these regulations shall constitute examination malpractice or misconduct.

**(c) INSTRUCTIONS TO INVIGILATORS**

- i. Invigilators shall normally allow the candidates into the hall ten minutes before the commencement of the examination and to sit in an orderly manner in spaces marked according to their matriculation numbers. Blank answer booklets and graph papers, where required, shall then be distributed.
- ii. About five minutes before the commencement of the examination, the packet of question papers shall be opened and the papers distributed with face downward, while the candidates are warned not to start until they are told to do so.
- iii. At the scheduled time for the commencement of the examination and after the distribution of papers has ended, the Invigilators shall ask the candidates to start, and note the exact time of commencement and the exact time to end the examinations, depending on the periods allowed for the various courses scheduled for the hall.
- iv. Invigilators shall pass around the candidate's Attendance Registers corresponding to their courses for the candidates to fill and sign at the beginning and end of the examination.
- v. Invigilators shall familiarise themselves with instructions to candidates and enforce the rules and regulations contained in these instructions.
- vi. Invigilators shall exercise constant and vigilant supervision over the candidates.

- vii. In any case of examination misconduct by candidates, the Chief Invigilator shall require the candidate(s) concerned to write and sign a statement on the incidence and allow the candidate(s) to proceed with the examination. The Chief Invigilator shall report such cases to the Dean, the Chief Examiner and the Head of Department concerned, within 24 hours.
- viii. Invigilators shall ensure that candidates bring only authorised materials into the examination hall. Bags, books and other candidates' properties must be left outside the Examination Hall. For this purpose, invigilators shall inspect the hall after candidates have been seated before the commencement of each examination.
- ix. No candidate may leave the examination hall during the first half-hour of an examination except to go to the toilet or the first-aid room and then only provided that an attendant/invigilator accompanies him/her.
- x. Normally, no candidate shall be admitted after the first half-hour of the examination, and no question paper shall be removed from the hall before the first hour of the examination has elapsed.
- xi. If any candidate shall have finished his/her paper before the time required, the chief invigilator may at his/her discretion allow the candidate to submit his/her answer booklet and retire, except that candidates may not normally leave the examination hall during the first and last half-hour of an examination.
- xii. Invigilators shall ensure that silence is maintained in the examination hall. The only permissible way of attracting the attention of the invigilator is for the candidate to raise their hand.

- xiii. Invigilators must warn candidates of the time, 30 minutes and 5 minutes before the close of an examination.
- xiv. At the close of each examination, Invigilators shall go around to collect from candidates their answer booklets/scripts and check them against the Attendance Register. The candidates shall then sign the Attendance Register and be allowed to leave.
- xv. The invigilators shall enclose the collected answer booklets/scripts and the corresponding Attendance Registers in the special envelopes provided by the Chief Examiner.
- xvi. The chief invigilator shall sign and seal the envelopes and submit them to the Chief Examiners concerned.

#### **(d) ABSENCE FROM EXAMINATION**

- i. Candidates must present themselves at such University Examinations for which they have registered under these regulations. Candidates who fail to do so for reasons other than illness, accident or other exceptional causes shall be deemed to have failed that examination.
- ii. Misreading of the timetable and such lapses on the part of the candidates shall not normally be accepted as a satisfactory explanation for the absence.
- iii. A student who falls ill during an examination should report in writing to the Dean of their college through their Head of Department with a report from the University's Director of Medical Services.

- iv. A student who is absent from an examination on account of illness confirmed by medical evidence from the University Medical Centre may obtain the permission of the Senate to make up the examination for another occasion, otherwise he/she shall take the regular examination on the following occasion. Approval for a make-up examination shall be by the Senate on the recommendation of the College Board.

## **(e) EXAMINATION MISCONDUCT**

### **TYPES OF EXAMINATION MALPRACTICES**

Types of examination malpractices, which are by no means exhaustive, include:

- i. Possession of question papers before examination/test or attempt to do so.
- ii. Swopping or attempt thereof of answers before, during or after the examination/test.
- iii. Bringing into the examination hall any unauthorised pieces of paper whatsoever.
- iv. Tattooing: inscription of answers, hints or codes thereof on any part of the candidate's body/dress, or in any other manner whatsoever.
- v. Passing information from one candidate to another in the examination hall.
- vi. Seeking or soliciting any assistance whatsoever from any other student or any other unauthorised person in the examination hall.

- vii. Any disorderly conduct before, during or after any examination or test.
- viii. Pre-arranged sitting pattern by any student or group of students in the examination hall to facilitate unauthorised exchange of information.
- ix. One candidate arranging with another person to write an examination on their behalf.
- x. Unauthorised possession of the University Answer Booklets or attempts thereof.
- xi. Assaulting/manhandling invigilator and/or attendant.
- xii. Any action or inaction of any student in and around the examination hall, which is inimical to or subversive of the integrity of the University examination process, such as the offences listed above, shall constitute examination misconduct.
- xiii. Offering information/assistance and accepting information/assistance from another student during an examination is a breach of examination regulation and both carry equal punishments.

**(f) PROCEDURE FOR HANDLING ALLEGATIONS OF EXAMINATION MISCONDUCT**

Examination misconduct shall continue to be processed by the Student Disciplinary Committee.



- i. Failure to observe any of the examination rules of conduct or any breach thereof shall *primarily* constitute examination malpractice or misconduct generally.
- ii. At the discretion of the chief invigilator, a candidate may be required to leave the examination room when his/her conduct is judged to be disturbing or likely to disturb the examination.
- iii. In any case of examination misconduct by candidates, the chief invigilator shall require the candidates concerned to write and sign a statement on the incidence and allow the candidates to proceed with the examination.
- iv. The Chief Invigilator shall write his report on the cases of examination misconduct to the chief examiner, who is also the Head of Department concerned and/or the Dean of the College.
- v. On receiving the report, the Dean of the College shall set up a Committee of not less than three members to investigate the case; the report of this Committee shall then be forwarded to the Vice-Chancellor by the Dean of the College.
- vi. At his/her discretion, the Vice Chancellor may act on the report submitted by the Dean of the College or forward it to the Student Disciplinary Committee for advice.

**(g) SANCTIONS FOR PROVEN CASES OF EXAMINATION MISCONDUCT**

**LIST OF OFFENCES**

The following are regarded as acts of examination misconduct. [(i) to (xix) are listed as a few examples among others]:

<b>S/N</b>	<b>Offence</b>	<b>Punishment (Maximum unless otherwise stated)</b>
i.	Non-display of ID card	Reprimand/Suspension
ii.	Noise making during an examination	Strong reprimand/ Suspension
iii.	Refusal to submit oneself for search by an Invigilator	Rustication for one Semester
iv.	Use of scrap papers with written notes in the examination hall	Rustication/Expulsion
v.	Irregular possession of the University answer sheets (whether used or unused)	Expulsion
vi.	Mutilation or removal of any paper or answer script supplied	Expulsion
vii.	Failure to submit answer script to invigilator after an examination	Rustication/Expulsion
viii.	Oral communication between candidates during an examination	Rustication for one Semester

ix.	Communication involving the passing of notes or other accessories to aid performance in an examination	Expulsion
x.	Possession or use of any material such as notes, scraps, etc, to aid performance in an examination	Expulsion
xi.	Refusal to sit for and/or preventing other students from sitting for an examination	Expulsion
xii.	Smuggling of prepared answer scripts into an examination hall or submission of same under false pretence that they were prepared in the Examination Hall	Expulsion
xiii.	Use and/or smuggling of cell phones/smart devices or unauthorised books into the examination hall	Expulsion
xiv.	Possession and/or acquisition of live Question Paper	Expulsion
xv.	Arrangement/Collusion with another person to write the examination on one's behalf	Expulsion
xvi.	Writing an examination on behalf of another student	Expulsion
xvii.	Assault on invigilator and/or examination attendant	Expulsion
xviii.	Absence from an examination without due Authority	To be carried over into the next Semester.

xix.	Any other misconduct concerning, connecting with or about an examination (not being one of those listed above), which is inimical to or subversive of the integrity of the University examination process, shall be an offence and shall attract appropriate sanctions ranging from formal warning to expulsion.
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## CHAPTER TWENTY-ONE

### STUDENT DISCIPLINE

#### (a) INTRODUCTION

The Chrisland University enabling law provides that the Senate has the power for student discipline. This power can also be exercised by the Vice-Chancellor on behalf of the Senate. There is also the Student Disciplinary Committee, which advises the Vice-Chancellor on student discipline.

The University regulations are generally made for the orderliness and comfort of the entire University community, including students. However, students are disciplined when they flout these regulations and such is called "ACTS OF MISCONDUCT". "Acts of Misconduct can be in two broad categories, namely **examination malpractice** and **anti-social behaviour**.

#### (b) CASES OF ANTI-SOCIAL BEHAVIOUR

The University community is meant for men and women whose behaviour is considerate and decent, and who respect the rights of others. Any acts which tend to negate these are regarded as being anti-social, and are punishable. Examples of such offences and maximum punishments are tabulated below:

S/N	OFFENCE	Punishment (Maximum unless otherwise stated)
i.	Disturbance of peace in any form	Expulsion
ii.	Jumping the queue	Reprimand
iii.	Defacing University walls and buildings	Warning and Surcharge

iv.	Throwing of missiles and fireworks	Expulsion
v.	Assault on a fellow student or staff	Expulsion
vi.	Defecating/urinating or outside the toilet	Community Service
vii.	Leaving the campus without exeat	Rustication for two Semesters
viii.	Bringing or driving cars on campus	Rustication for one Semester
ix.	Improper dressing on campus	Community Service
x.	Consumption of alcoholic drinks	Rustication for two Semesters
xi.	Smoking cigarettes and other narcotics	Expulsion
xii.	Possession and/or use of hard drugs	Expulsion
xiii.	Found with the opposite sex in an obscure location	Rustication for two Semester
xiv.	Absence during room check	Rustication for one Semester
xv.	Rudeness, insubordination and disrespect to staff constituted University authority	Rustication for one semester
xvi.	Violating the rules governing the use of cell phones	Rustication for one Semester
xvii.	Possession of charm	Expulsion
xviii.	Stealing and/or illegal production possession of exeat book/leaflet	Expulsion
xix.	Mutilation of exeat	Expulsion

	book/leaflet	
xx.	Theft in any form	Expulsion
xxi.	Forgery in any form	Expulsion
xxii.	Late resumption from holiday for two weeks	Appearance at SDC to explain the reason(s)
xxiii	Late resumption from holiday for four weeks and above	Rustication for One Semester
xxiv.	Overstaying of Exeat period	Rustication for two to three weeks and Community Service
xxv.	Squatting in another room	Community Service
xxvi.	Mutilation of library books	Rustication for one Semester and surcharge
xxvii	Possession of matches, lighter, incense, firecrackers, etc.	Three weeks of Community Service
xxvii	Failure to register valuables with Student Affairs Unit (i.e., phones, computers, etc.)	Rustication for three weeks
xxix.	Refusal to participate in any form of official student programmes.	Three weeks of Community Service
xxx.	Absence from campus for no justifiable reason for any period.	Expulsion
xxxi.	Membership in an unregistered club	Expulsion
xxxii	Membership of a cult and/or participating in any form of the activities of a cult or secret society	Expulsion
xxxii	Participation in any secret nocturnal meeting	Expulsion
xxxiv	Public displays of affection (e.g., kissing, caressing, stroking,	Rustication for one semester

	massaging, stripping, sitting on the laps of other Students, overt sexual gestures and so on).	
xxxv.	Scaling of fences	Expulsion
xxxvi.	Use of threat or violence of any kind	Rustication for one semester
xxxvi.	Possession of drinks or food items containing ethanol, methane, nicotine, amphetamine, or any similar addictive substance	Rustication for one semester
xxxvi.	Self-destructive behaviour such as suicide attempts, thoughts, mental health disorders, and medical negligence including failure to present oneself for medical treatment (s) and non-compliance with prescribed treatment.	The student should be sent for proper mental assessment and management. The student must obtain medical clearance from an approved professional therapist and present the same to the University before re-absorption.  Parents should be invited to meet with the University Management
xxxix.	Discharge from the hospital without the Doctor's approval or against medical advice	The student must vacate the campus immediately and would be on suspension until further notice.
xl.	Gender Cross-Dressing	Rustication for one semester

### (c) SANCTIONS



Any contraventions of any other rules and regulations not listed above shall attract sanction ranging from formal warning to expulsion.

**CHAPTER TWENTY-TWO**  
**STUDENTS GRIEVANCES/COMPLAINTS**  
**AND EVALUATION OF LECTURERS**

Students must follow the official protocol when reporting any grievance or complaint. Example: If a student experiences a challenge in a Course or Programme, they will register the grievances or complaints with the specific lecturer or level adviser. If the grievances or complaints are not addressed by the lecturer/level adviser, the student can refer their challenge to the Head of Department. The Head of Department must report the matter directly to the Dean of the College to address the issue and take a decision as may be appropriate.

Students are allowed to formally and objectively evaluate lecturers at the end of every Semester.

## CHAPTER TWENTY-THREE

### QUALITY ASSURANCE

At Chrisland University, the Quality Assurance directorate carries the crucial responsibilities of setting standards, overseeing academic programs, evaluating faculty performance, analysing students' feedback, ensuring accreditation (internal and external), and driving ongoing enhancements. The Directorate is responsible for the operational management and support of academic standards and quality enhancement management and support of academic standard and quality enhancement across the university. Thus, the directorate ensures that there is a constant check and monitoring of all academic activities of both students and staff. These efforts collectively contribute to elevating the quality of education and positioning the University as a global player in Higher Education Institutions.

In addition, the directorate takes responsibility for ensuring that core elements of quality assurance are delivered effectively and timely, adopting best practice approaches and systems/ structures that make the most effective use of existing resources. Earlier the quality assurance was a unit under the directorate of Academic planning but it is now a standalone directorate in the University.

The overarching goals of the directorate of quality assurance of the University are to:

#### **Establish Standards**

- a. Define academic standards and benchmarks for programs
- b. Develop guidelines for curriculum design and delivery
- c. Provide advice and support to staff in the development and approval of new courses and modules.

- d. Ensure alignment with industry and educational standards.
- e. Design and implement standard operating procedures (SOPs) for various sectors of the University.

### **Provide Support for the University Management**

- a. Give clear and accurate quality assistance advice to the Vice Chancellor and the university management.
- b. Guide the university management and staff to achieve required quality assistance goals in line with university regulations and support its quality assurance strategies and initiatives.

### **Monitor Academic Programs**

- a. Conceptualise and develop quality policies which will enable the university to actualise its mandate involving teaching, research and community service.
- b. Work across departments to deliver high-quality products as scheduled.
- c. Regularly review and update academic programs.
- d. Evaluate curriculum effectiveness and relevance.
- e. Monitor course delivery methods and resources.

### **Assess Faculty Performance**

- a. Assess academic and non-academic staff concerning quality and

service delivery.

- b. Implement faculty evaluation processes.
- c. Encourage professional development for faculty.
- d. Ensure faculty qualifications and expertise evaluation.
- e. Ensure adherence of staff to all quality management system.

### **Provide Students' Feedback**

- a. Gather and analyse students' feedback on courses and instructors.
- b. Use feedback to make improvements in teaching and learning.
- c. Provide feedback mechanisms for students, parents and other stakeholders on quality-related issues.

### **Ensure Accreditation**

- a. Prepare for and undergo accreditation reviews both internal and external
- b. Address any deficiencies identified during accreditation
- c. Lead and coordinate the university's academic quality assurance and non-academic and enhancement service; taking responsibility for ensuring effective quality processes and systems are in place to comply with available national quality assurance requirements and other relevant professional regulatory bodies.

- d. Play a lead role for the university in quality assurance institutional reviews and audits

### **Promote Continuous Improvement**

- a. Foster a culture of quality and innovation.
- b. Encourage research and best practices in teaching.
- c. Regularly assess and adapt quality assurance processes.
- d. Ensure that academic staff across rank and file receive appropriate information, advice, guidance, recourses and staff development in all aspects of quality assurance improvement and enhancement.
- e. Ensure and promote the personal health, safety and well-being of staff and students.
- f. Provide and support training of all quality assurance team.
- g. Ensure continued engagement of staff and students for compliance with all the university operational documents.

## **CHAPTER TWENTY-FOUR**

### **CONCLUSION**

The rules and regulations in this Student Handbook are subject to review from time to time by the Senate of Chrisland University.

# DECLARATION FORM



## *...Intellectual Radiance*

I (*Surname*).....

(*Other Names*) .....

with matriculation number..... from  
the Department of .....

College of ..... have read  
through the rules and regulations of Chrisland University. I am  
prepared to abide by them and any other University rules and  
regulations that may be prescribed by the University Management from  
time to time. I also promise to make the University better than I met it.  
I will also abide by

So, help me, God.

### **Indicate Level:**

100 level [ ]; 200 level [ ]; 300 level [ ]; 400 level [ ]; 500 level [ ]  
600 level [ ] JUPEB [ ]

.....

**Signature of Student/Date**

.....

**Signature(s) of Parent(s)/Date**

**NOTE:**        *The rules and regulations are subject to review by the  
University Management/Senate, therefore, students are*



*expected to strictly abide by rules and regulations that may be prescribed from time to time.*