

GENERAL INFORMATION

1.0. Name and Address of the University and date founded:

University of Benin, P.M.B. 1154, Benin City, Edo State, Nigeria.
Telephone: (052) 600546, 600547. Founded 23rd November, 1970
(Formerly Midwest Institute of Technology).

1.1 Name and Qualification of Vice-Chancellor:

PROFESSOR EDOBA. B. OMOREGIE (SAN)
LLM (UNIBEN 1999), PH.D. (UNIBEN 2010)
International Bar Association,
Common Wealth Association of Legislative Counsel,
International Association of Legislation and the Federal Union.
Telephone No: Office: (052) 600652

1.2. Name and Address of the Proprietor and establishment of the University:

Federal Government of Nigeria .The University of Benin was established under Edict No. 3 of 1975 and the University of Benin Transitional Provisions Decree No. 20 of 1975.

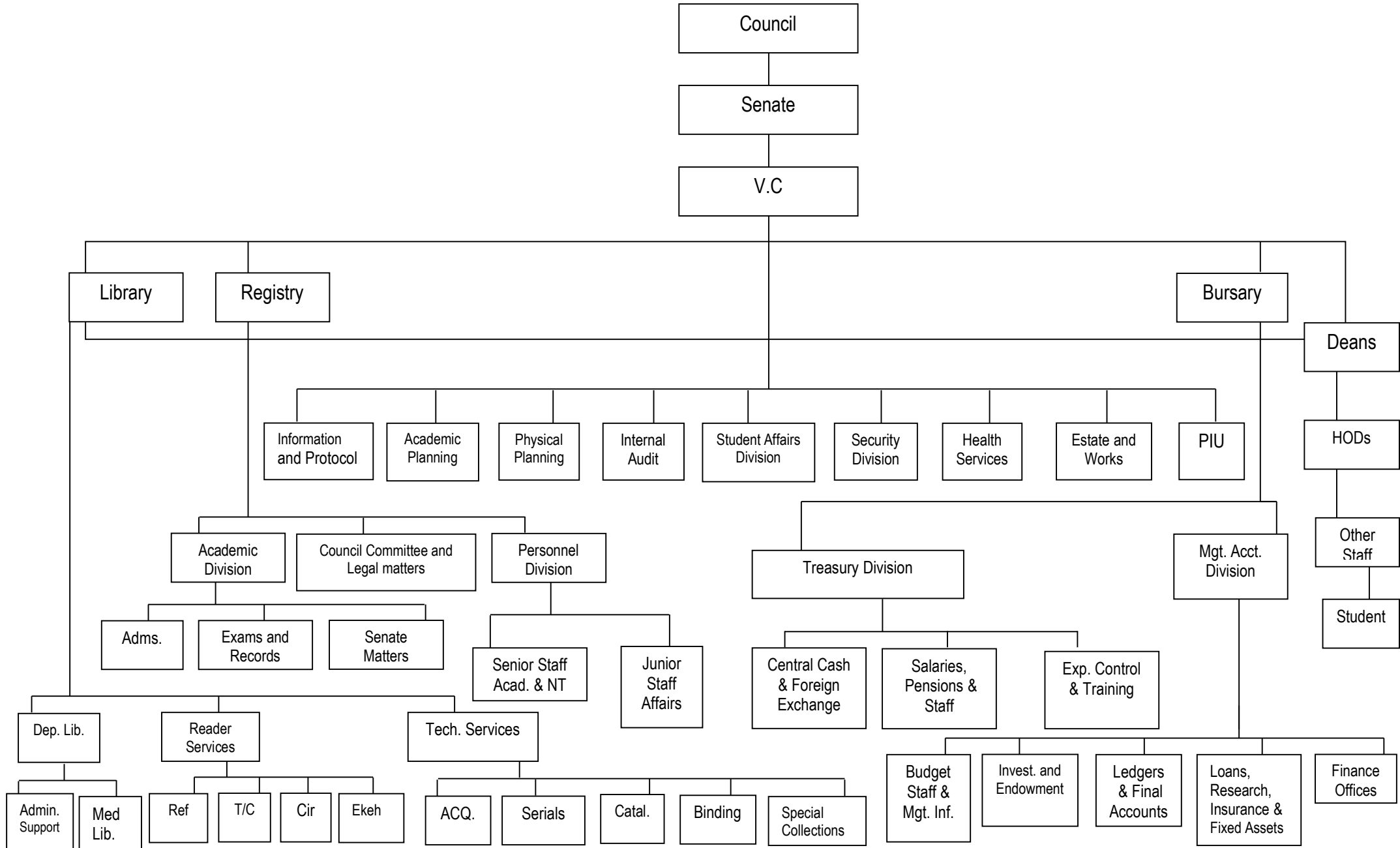
2.0 Ownership and Control

Ownership of the University is principally by the Federal Ministry of Education through the National Universities Commission (NUC). But the University Council is the governing body of the University and is charged with the general control and superintendence of the policy, finance and property as well as the public relation of the University while Senate organizes and controls the teaching, admission and discipline of students at the University. Senate is the supreme body on all academic matters in the University.

2.0 Organisation and Administration

The key components of the University of Benin in relation to the accreditation of Academic programmes is inter-linked administratively as graphically represented in the organogram below..

THE ORGANISATIONAL STRUCTURE OF THE UNIVERSITY OF BENIN



The major components of the University are the Council, Senate, Faculties, College of Postgraduate Studies, College of Basic Medical Sciences and Institutes. Within each Faculty are academic departments. The academic work of the University is distributed in such manner as may be prescribed by Senate among the Faculties, School(s), Institutes and Centres, Research or other teaching units which are under the control of a Board of Studies. It is the function of each Board of Studies:

- (a) to advise and report to Senate on all matters relating to the organisation of education, teaching and research in the subjects of the faculty, school or other teaching units, including curriculum and examination;
- (b) to consider the progress and conduct of students in a teaching unit and to report thereon to Senate;
- (c) to recommend to Senate persons for appointment as examiners; and
- (d) to deal with any academic matters referred to it by Senate.

Council is the governing body of the University and in that capacity it has the general control of the policies may by the other components listed above, apart from its control over the finances and property of the University.

3.0 Philosophy and Objectives of the University

The guiding philosophy of the University is the propagation of **knowledge for service** which is based on hard work, industry, diligence, innovativeness, discipline, honesty, fairness, equity and scholarship.

The objectives of the University are as follows:

- i. To create an academic environment which is stimulating and challenging and which is conducive to effective teaching and research;
- ii. To advance the frontiers of teaching and learning through an effective and judicious combination of sub-degree, degree, part-time as well as distance learning programmes;
- iii. To enhance staff and postgraduate research so as to entrench an enduring research tradition;
- iv. To foster in the student body a sense of community and a new orientation consistent with the University's primary purpose of producing disciplined, upright, cultured and patriotic citizens;
- v. To promote gender mainstreaming, that is, the consistent use of a gender perspective at all stages of the development and implementation of policies, plans and programmes.
- vi. To promote excellence in science and technology to meet the challenges of the global village;
- vii. To expand the frontiers of training and service through the promotion of multi-disciplinary approaches in the health sciences;
- viii. To strengthen the creative and innovative values and entrepreneurial capacities of the humanities, education and law so as to make them more relevant to the national development process;
- ix. To upgrade information and communication technology infrastructures so as to make them easily accessible to members of the University community;
- x. To stimulate entrepreneurial competencies in the University community; and
- xi. To strengthen the Institutes for organized research and extension services in the University.
- xii.

4.0 Utility Services

The University has a Water Treatment Works at Ugbowo Campus. The water supply system at Ugbowo presently consists of Boreholes, Pumping Plants, Under-ground, surface and Overhead Tanks, elevated Storage Reservoirs and Distribution pipelines.

ELECTRICITY SUPPLY:

The University gets power in bulk from NEPA and distributes the load herself. At Ugbowo Campus, NEPA stops at the substation point where the University has 2 numbers of 5 MVA 33/11KV transformers and other supporting equipments. From there 11KV ring system is formed round the campus through 3 numbers of 11KV switch stations. From these switch stations, 11KVA/415V transformers are used to distribute the electrical power in the campus, mainly by underground cable system.

At Ekehuan campus, 2 numbers of 11KV/415, 500KVA transformers serve the campus in a radial system, mainly by overhead conductor system.

Besides, the University has standby generators ranging from 3.5KVA to 1019KVA.

5.0 CURRICULUM DEVELOPMENT

Curriculum development of all degree programmes in the University is founded on the need to adequately and periodically address the manpower and academic needs of the society. The University therefore ensures that all its programmes meet the minimum standards in compliance with the Core Curriculum and Minimum Academic Standards (CCMAS) for undergraduate programmes and the Benchmark Minimum Academic Standards (BMAS) for postgraduate programmes that would enable students acquire appropriate skills, level of competency and overall development that would assist them to adequately meet the needs of their various disciplines and make them relevant in the society. The University ensures quality of the programmes through the instruments of accreditation and resource verification so its graduate output is constantly well equipped for employment, further studies and research.

6.0 PROCESS OF CURRICULUM DEVELOPMENT

The process of developing the curriculum of academic programmes in the University begins with the Departmental Academic Advisory Committee. The departmental proposal, if approved, is forwarded to the School/ Faculty Academic Advisory Committee for review, after which its recommendations are forwarded to the University's Academic Policy and Planning Committee (APPC) for recommendation to Senate for deliberation and approval. The Senate's approval is consequently forwarded to the National Universities Commission (NUC) for clearance before programmes are established in the University.

It's pertinent to note that all curricula of programmes in the University meet the requirements of the Federal Ministry of Education via National Policy on Education and the Core Curriculum and Minimum Academic Standards (CCMAS) laid down by the NUC.

7.0 Updating Programme Curriculum

Consistent training and development of academic and administrative staff through study or training leave to attend academic/learned conferences/seminars/workshop/short courses and the granting of Sabbatical leave to qualified staff.

Professional programmes in the University are consistently under periodic review and accreditation by their professional bodies once they are established. Currently, the NUC has granted waivers to the under-listed regulatory bodies to carry out professional accreditation in the University:

- i. Medical and Dental Council (MDCN)
- ii. Council of Legal Education (CLE)
- iii. Nursing and Midwifery Council of Nigeria
- iv. Pharmacy council of Nigeria(PCN)
- v. Veterinary Council of Nigeria
- vi. Council of Regulation of Engineering in Nigeria (COREN)
- vii. Architects Registration Council of Nigeria.

The use of adjunct and part-time academic staff in areas of need is encouraged and collaborations with practicing professionals and professorial staff has been of great

impact in enhancing academic programmes of the University since inception. The University also has external linkages and collaborations with other programmes, disciplines and institutions of learning both locally and internationally.

8.0 PHYSICAL FACILITIES

Physical facilities shared by the University community or for programmes to be accredited include:

The John Harris Library

The highest officer-in-charge of the main library is the University Librarian. The usable floor area of the Library in (m²) is: 100,000 sq. ft. or 928m² and the library serves a student population of about 50,332. The library has a sitting Capacity: 3,200.

The library has opening and closing hours:

During the Session:

Main Library

Monday – Friday:

Saturday:

Sunday:

8.00a.m. – 8.00p.m.

8.00a.m. – 4.00p.m.

12noon – 6.00p.m.

Faculty Libraries

8.00a.m. – 6.00p.m.

8.00a.m. – 4.00p.m.

Closed

During Vacation:

Monday – Friday:

Saturday:

Sunday:

8.00 a.m. – 4.00 p.m.

Closed

Closed

8.00a.m. – 4.00p.m.

Closed

Closed

Learning Resources

The University boasts a number of learning resources. These include modern and permanent buildings housing library facilities in all the Schools/Faculties including Postgraduate School. The University e-library with e-learning and digital facilities has a library stock of 284,648 volumes of books, 14 databases of foreign journal titles and 1,378 local journal titles as at 2020.

The University ensures staff and student can access e-books in all courses taken in theUniversity

9.0 University' policy on residential accommodation for:

(a) Teaching and Administrative Staff:

Rent subsidies are paid to all staff in lieu of accommodation but when available, University accommodation is allocated to staff, when vacant, on the basis of seniority/merit/nature of job performed with essential services given priority.

(b) Student:

Students' accommodation is provided in line with the recommendations of the National Universities commission (NUC) which is one-third of the student population are to be provided accommodation annually.

10.0 Sports Facilities

The sports facilities in University of Benin are constantly and extensively been upgraded. Sports facilities of the University have been utilised in hosting local and international tournaments such as the National Sports Festival 2021 and NUGA games. There is provision for further development of sports facilities at both the Ugbowo and Ekehuan campus of the University.

11.0 Health Facilities

Describe the Health Care Delivery system maintained by the University or other facilities for the benefit of both staff and students.

The University of Benin Health Services Department operates under the National Health Insurance Scheme (NHIS) and Tertiary Institution Social Health Insurance Programme (TISHIP) and provides comprehensive basic health care service to students, staff and staff dependants (wife and four children below 18years). The Health Services Department is saddled with the responsibility of ensuring that members of the University community are constantly in good health more productive based on their sound health condition.

The Health Services Department has staff drawn from various disciplines who jointly as a team work strategically towards achieving the goals and objectives of the department. The department offers a 24-hours service. It has the following units:

- Medical records

- Nursing
- Pharmacy
- Environmental health
- Community health
- Laboratory
- Ekehuan clinic
- Ugbowo clinic
- In patient male and female wards
- Radiodiagnostic – Consisting of X-ray, ultrasound and ECG
- HIV/AID counselling

Pharmacy:

- The pharmacy stocks most of the affordable essential drugs. Drugs are purchased by staff with 10% discount of the total cost in compliance with the guidelines from National Health Insurance Scheme (NHIS) while drugs are administered freely to students.

Environmental Health:

This unit is responsible for

- Refuse disposal
- Sewage disposal
- Rodent & pest control including fumigation of premises
- Environmental sanitation
- Inspection of premises viz hostels, bukaterias and abatement of nuisances
- Stray animal control

Referral System:

Cases that cannot be handled by the department are referred to either the State owned Central Hospital or the University of Benin Teaching Hospital a tertiary hospital close to the University.

Emphasis is on prompt attention to patients and 24-hours services (availability of doctors and other staff at all times).

Ambulance Service:

The Health Services Department has two ambulances that are charged with the responsibility for conveying students, staff and dependents to and from hospital and are fully operational for 24-hours.

12.0 Recruitment, Retention, Dismissal and Welfare**Recruitment**

On the establishment of any College/School/Faculty/Department/Programme, vacancies for senior staff are filled either through promotion from employees still in service of the College/School/Faculty/Department/Programme or by appointment after advertisement and interview of interested members of the public. Any deviation from this practice is subject to the ratification and approval of Council and Senate. The recruitment process involves the use of interview or assessment panels to interview and assess candidates for appointment(s) into the college/school/faculty/department/programme to be accredited. Positions below the grade of Senior Lecturer, the Dean of the Faculty facing accreditation after due consultation with Heads of Department, can set up such panels which must not consist less than four (4) members with the Dean and Head of Department of the programme to be accredited ex-officio members of the panel. Appointment of the Chairman of the panel is done by the Vice-Chancellor. Recruitment of Senior Lecturer and above, the interview or assessment panel should consist of five (5) members and include at least one external assessor from outside the University. Such panels are constituted by the Vice-Chancellor on the recommendation of the relevant Dean. Successful applicants could be employed on tenure, contract or secondment.

Appointment into junior staff positions (USS 01 – 05), all appointments to an established post other than a temporary appointment should be made after considering and recommendation by a departmental panel consisting of the Head of Department or his representative, two or more persons nominated by the Registrar in consultation with the Head of Department and the Registrar or his representative.

For all recruitment be it for senior and junior staff, the University Appointment and Promotions Board (Academic and Non-Academic) are responsible for appointments

and promotions to academic and non-academic positions respectively. Furthermore, all appointments and promotions are ratified by Council. Appointment is made based on the provision or availability of funds.

Retention

Retention of staff in the University depends on a number of factors. Aside prompt and regular payment of salaries and allowances, prompt attention to issues bordering on staff's complaints, grievances, appeals and requests on diverse issues which include non-promotion for a long period of time, consideration of cases which are not only based on merit but also on the University policy of the adoption of clearly worked-out criteria which should no allowance for discrimination/sentiments/bias. The University Management in its tradition of generosity grants financial facilities which include but not limited to furniture and car refurbishing loans subject to availability of funds. Staff training programmes (local and international) are permitted for staff to enable them develop themselves academically and professionally and in cases where the University management is unable to fully support staff training, Council has put in place a magnanimous grant offering fee rebate as high as 50% to staff pursuing courses of their choice on part-time basis and the University Management in tandem with Council decision has approved permission for interested staff to pursue their courses of their choices. The University has a policy for subsidizing medical and health services for its staff. Labour unionism is approved and welcomed by management of the University and staff are encouraged without fear of victimization to join the appropriate labour unions some of which have very generous staff welfare packages and schemes These policies and welfare services enable the University to retain its staff for its continued growth and development.

Termination/Dismissal

Termination and dismissal fall into the area of discipline. The University strongly expects all staff to conduct themselves with good sense, dedication and devotion to their duties. All senior staff are tasked with the responsibility of ensuring cases which ordinarily would require disciplinary action are reduced to the barest minimum or prevented from occurring. Any staff charged for alleged misconduct is either given a query and/or referred to the Senior Staff Disciplinary Committee (SSDC). Any junior

staff charged with dereliction of duty or misconduct is sent to the Junior Staff Disciplinary Committee (JSDC). The senior and junior staff disciplinary committees are ad-hoc committees. The University management constantly maintains the principle of due process for every case is followed.

From the staff regulations hand book which stipulates the rules governing the services of senior staff, "misconduct" means "any conduct which is prejudicial to the good name and/or reputation of the University, and/or of discipline and the proper administration of the business of the University", and this includes corruption, dishonesty, drunkenness in the course of duty and any act of omission, utterance or publication which has the effect of embarrassing or tarnishing the good name of the University, including the Senate, Council and/or the officers of the University.

Any senior member of staff charged and found guilty of the offences listed above, after due process of investigation and his/her personal representation before the disciplinary committee, could be terminated or dismissed (as deemed appropriate) from the service of the University.

A junior employee could have his/her appointment terminated if found guilty of general inefficiency especially if such staff has previously been warned at least three (3) times in writing by the Head of Department or the Registrar that the quality of his/her work has been unsatisfactory. Junior staff can also be dismissed if found guilty of the cases listed which include the following: An interdicted employee subsequently found guilty and convicted for a criminal offence; conviction for a criminal offence prior to or during employment with the University, falsification of testimonials or personal records or University records; proven case of subversion against or disloyalty to the interest of the University; proven cases of insubordination and dereliction of duty; fighting at work while on duty; being drunk while on duty; acting as attorney or agent against the University or offering any gift as an inducement or reward for doing or for refraining from doing any act in relation to the University's affairs or business.

13.0 Staff Development Programme

Describe any scheme of staff development by the University for upgrading and updating academic and other staff in specialized fields they are teaching and if this privilege is extended to all Departments including the Department offering the programme to be accredited.

Study/Training Leave

The University has a policy of staff development which includes study/training leave schemes for its academic staff. Staff who have been in employment of the University for three consistent session excluding normal vacation leave or government recognised public holiday , is eligible to apply for study leave, usually for three months, but not exceeding six months, for academic pursuits involving study and research either for the acquisition of higher degree, professional qualification or intellectual development. Staff in this category are still entitled to their full salary and allowances during such study/training leave. The University also encourages staff development schemes for its non-academic staff by granting them training leave for the purpose of acquiring higher degrees, professional qualification, or to up-grade their professional, technical or administrative competencies as appropriate to their employment cadre within the University. Such staff are still entitled to their salary . For both senior and junior staff, the University Appointment and Promotions Board (Academic and Non-Academic) is charged with the responsibility for appointments and promotions to academic and non-academic positions respectively. All such appointments and promotions are ratified by Council. Salary, allowances in respect of tuition, books, subsistence and other relevant expenses are approved from periodically by Council. Its pertinent to note the above privileges is extended to all departments/units in the University.

14. STUDENT ADMISSION AND GRADUATION POLICY

Admission, Retention and Graduation Policy

Admission:

Currently all candidates are offered admission into the University through the Joint Admission and Matriculation Board (JAMB) for UME and Direct Entry. Admission into part-time, non-degree programmes and inter-universities transfer is offered by University.

Entry Requirements for Full-Time Degree Courses

The general entry requirements for degree courses are as follows:

- (a) At least five WASC/GCE 'O' level credit passes at not more than two sittings.
- (b) Degree of Universities recognised by Senate for this purpose;
- (c) Five 'O' level credit of which less than two have passed at Advanced Level provided that:
 - (i) no subject shall be counted at both the Ordinary and Advanced levels;
 - (ii) the five credits have been obtained at not more than two sittings.
- (d) WASC/GCE 'O' Level credits or credits/merits in Teachers Grade II can be combined with one another or with passes in GCE 'A' level/HSC or NCE merit/distinctions such that:
 - (i) the combination of not more than two examination sittings will give the candidate five subject;
 - (ii) no subject shall be counted twice;
 - (iii) the combination of T.C.II with other examination applies to faculties of Arts, Education and Social Sciences only.
- (e) Five credits/merits in Teachers' Grade II in the relevant subjects (for entry into the Faculties of Arts, Education and Social Sciences).

English Language Requirement:

The following are acceptable as fulfilling the English Language requirement apart from an 'O' Level credit pass except where otherwise stated in department requirements.

- (i) NCE English Language
- (ii) Credit/Merit pass in Teachers' Grade II English Language
- (iii) General paper at the HSC or GCE 'A' Level for Direct Entry only

Candidates must meet the general entry requirements before they can be admitted. They must also meet the requirements specified by the Department of their choice.

Entry requirements for Part-Time Degree and Non-Degree Courses:

Details of the entry requirements for the following part-time and non-degree courses are contained in the attached brochure entitled “Entry Requirements for Admission into Local Programmes”:

- a. Bachelor in Education (Part-Time)
- b. LL.B. (Part-Time)
- c. Bachelor in Public Administration (Part-Time)
- d. B.Sc. Accounting (Part-Time)
- e. B.Sc. (Banking & Finance) (Part-Time)
- f. B.S.W (Bachelor in Social Work) (Part-Time)
- g. Diploma in Maritime Studies

Admission into the University is through the University Admission Board (UAB) in line with Senate approved criteria.

Inter-University Transfer:

(a) Regulations:

The relevant sections of the Regulations are contained in:

- i. Part I Section 5(f) of the Law establishing the University as follows:
“To accept the examinations and periods of study passed by students of the University at other institutions, Universities or places of learning as equivalent to such examinations and periods of study in the University as Senate may determine and to withdraw such acceptance at any time”.
- ii. Section 3(g) of the Revised Examination Regulations as follows:
“Graduates of other Universities with qualifications approved by Senate may be permitted to complete the requirements for graduation after a period of residence and study not less than two academic years subsequent to matriculation”.

(b) Guidelines:

Inter-University Transfers are entertained within the enabling guidelines of the University and, specifically, of the Faculty concerned.

Such transfers may only be effected at 200 level and above.

Probation, Expulsion, Withdrawals

(1) Probation:

A student who obtains at the end of any session not less than 50% of the minimum credit requirement to remain in his/her Faculty is permitted to either:

- (a) remain in his/her Faculty and level for a one-year probationary period;
or
- (b) apply for transfer to another Faculty provided that he/she meets the entry requirements for the chosen Faculty/programme.

Such transfers are restricted and any student whose application is not approved is required to remain in his present Faculty on probation. Students can probate or transfer under this condition only once.

(2) Withdrawals:

Withdrawal from the University may be either voluntary and temporary or compulsory.

(a) Voluntary/Temporary:

Voluntary/Temporary withdrawals from the University are normally those arising from constraining factors, such as ill-health, insufficient funds, etc. The period of temporary withdrawal is normally one session and is subject to Senate approval on application by the student, and the recommendation of the respective Faculty Board of Studies.

Any student who fails to register in a session is deemed to have voluntarily withdrawn from the University and may only be re-admitted in any subsequent session with the approval of Senate.

(b) Compulsory:

Any student who at the end of any session fails to obtain up to 50% of the minimum credit requirement to remain in his/her Faculty is required

to withdraw from the University on grounds of poor academic performance.

(3) Expulsion:

Provision is made for the expulsion of students under the University Edict No.3 of 1975, Part I 17(1) as follows:

“... where it appears to the Vice-Chancellor that any student of the University has been guilty of misconduct, the Vice-Chancellor may, without prejudice to any other disciplinary powers conferred on him by statute or regulations, direct: (d) that the student be expelled from the University”.

15.0 Grading System and Requirements for Graduation in each Programme

(1) Grading System:

Courses are graded in accordance with the NUC approved 5-point grading system, as follows;

Percentage Score	Letter Grades	Grade Point
70 – 100	A	5
60 – 69	B	4
50 – 59	C	3
0 – 49	F	0

(2) Requirements for Graduation:

The minimum number of credits for the award of a degree shall be determined by each FACULTY. For Faculties operating the standard four-year programme, the following shall be required:

30 credits from the 100 series of courses

30 credits from the 200 series of courses

30 credits from the 300 series of courses
30 credits from the 400 series of courses
120 credits for the degree

For the three-year degree programme:

Nil from 100 series
30 credits from the 200 series of courses
30 credits from the 300 series of courses
30 credits from the 300 series of courses
90 credits for the degree

In the two-year degree programme the following distribution applies:-

Nil from 100 series
Nil from 200 series
30 credits from the 300 series of courses
30 credits from the 400 series of courses
60 credits for the degree

(3) **Repeats in Final Examinations:**

Any student who fails a course examination in his/her final year examinations is allowed to carry over his/her failed course(s) to the next session.

Table 3: Enrolment – Graduation Data

33.1 Supply in the table below the undergraduate enrolment statistics for the last three years for the programme/sub-discipline to be accredited.

(a) Full-Time Enrolment

Academic Year	Title of Programme/ Sub-discipline	ENROLMENT					
		100 Level	200 Level	300 Level	400 Level	500 Level	600 Level

(b) Part-Time Enrolment

Academic Year	Title of Programme/ Sub-discipline/Discipline	ENROLMENT					
		100 Level	200 Level	300 Level	400 Level	500 Level	600 Level

33.2 Supply in the table below, the graduate output in the programme/sub-discipline/discipline in the last three years.

(c) Graduate Output - Full Time

Academic Year	Title of Programme/ Sub-discipline/ Discipline	GRADUATION OUTPUT					
		1 st Class	2 nd Class Upper	2 nd Class Lower	3 rd Class	Pass	Remarks (% Pass)

Note: For unclassified degrees, please list under “Pass”

(d) Graduate Output - Part Time

Academic Year	Title of Programme/ Sub-discipline/ Discipline	GRADUATION OUTPUT					
		1 st Class	2 nd Class Upper	2 nd Class Lower	3 rd Class	Pass	Remarks (% Pass)

Note: For unclassified degrees, please list under "Pass"

10.0 Harmonization of Part-Time and Full-Time Programme

Describe briefly the administrative and academic procedures adopted to harmonize the requirements for graduation in part-time and full-time programmes.

Harmonization

B.Sc. (Ed) (Full Time)	B.Sc. (Ed) Part-Time
(All Areas of Agric, Business, Home Econs and Industrial Technical)	
4-Year (UME Degree)	-
3-Year (Direct Entry)	5-Year (Equivalent)
2-Year (Direct Entry)	4-Year (Equivalent) 2-Year Diploma (Business, Home Econs & Industrial Technical)

Implemented in collaboration with the Faculty of Education Part-Time Programme Unit.

The course contents of both full time and Part-Time programmes are basically the same. The major difference between the programmes is the completion time; while the Full-Time Direct Entry Programmes take a maximum of three academic sessions for normal completion; their part-time counterparts are undertaken for five academic sessions. This difference in completion time is attributed to the fewer courses that are undertaken in the part-time programmes by session.

The Grading System and requirements for Graduation are the same in both programmes.

16.0 Students' Guidance and Counselling Centre

Does the University have a Student Counsellor

The University has a Students' Guidance and Counselling Centre and is a division in the Vice Chancellor's Office established by Council on its 136th regular meeting held on August 11th, 2011. Prior to this date, it was a unit in the Student Affairs Division. The Centre is currently located close to the students Hall of residence.

The Centre counsels students on Academic, Psychological, Emotional, Financial challenges, etc. Since its establishment, the Centre has impacted considerably on

practically all facets of students' life by means of well-articulated and all round counselling programs organized every semester.

The Centre is missioned to provide preventive guidance, practical training and support to students to prepare them for productive lives after school. The Centre is headed by a Director and is assisted by other counsellors and administrative staff. The Centre currently has nine (9) Counsellors and nineteen (19) support staff comprising Administrative/Executive staff, Secretarial and Clerical Staff.

The Centre is mandated to:

- Serve as a functional Centre that provides services necessary for total development of students and to equally address such challenges militating against students' total development.
- Aid students in self-evaluation, self-understanding and to provide direction needed for students to take decisions consistent with immediate and long-term goals.
- Assist students identify their interests, values, abilities and positive personality traits and to match these with their chosen careers.
- Develop and promote training programs aimed at enhancing students' employability and ultimate preparation for the world of work.

Services rendered at the Centre are:

- **Educational Counselling:** Creating career awareness in students through career education and information, individual and group career discussions and personality profile testing of students to discover their interests, abilities and study habits.

The Centre monitors students' academic performance through records obtained from various faculties and colleges of students requiring counselling intervention. The Centre provides individuals or group counselling to such students depending on the nature of identified challenges.

- **Personal-Social Counselling:** The Centre counsels students on moral and anti-social behaviour for the elimination of social vices (cultism, drug abuse, etc) and the ultimate cultivation of positive behaviour. The Centre helps

students acquire resiliency, coping, decision-making and interpersonal relationship skills needed to co-exist in the University community.

- **Information Services:** The Centre organizes seminars/workshops to expose students to top-ranking employers of labour and equip them with effective job application and curriculum vitae (CV) writing skills to better their chances in the job recruitment process.
- **Sex Education/Pre-Marital and Marital Counselling:** The Centre counsels students on pre-marital (selecting a marriage partner) and marital (adjusting to married life) challenges. The Centre also counsels students on prevention of sexually transmitted diseases and of unwanted pregnancy and associated risks.
- **Leisure Counselling:** The Centre counsels students on constructive use of their leisure time. This is done through physical (face-to-face) counselling and periodic posting of educational, health and fitness tips for students on the Centre's Facebook page.
- **Online Counselling and Helpline Services:** The Centre provides online counselling to students who cannot physically visit the Centre owing to distance from the Centre or fear of stigmatization by other students. The Centre currently has over 1,500 students on its Facebook page. The Facebook page is *theunibencounselling*.

The Centre equally counsels students through helplines. Thousands of students have been counselled through this medium. The helplines are **08106422713** and **08156828319**.

- **Referral Service:** The Centre refers students to other professionals and specialists where challenges presented by such students are outside the Centre's expertise or scope.

- **Follow-up:** This is the means through which the Centre monitors and evaluates the progress of students (clients) with identified challenges.

The Centre also does follow-up to provide current information on the labour market for students.

Collaboration with Corporate Bodies

The Centre organizes in collaboration with various corporate bodies (Unilever, Bloomberg Institute, Poise Graduate Finishing School, This Day Newspaper, Chartered Institute of Stockbrokers, etc.) Career seminars/workshops and online aptitude tests for all categories of students. The Centre is currently planning to organize one of such seminars with the internationally renowned consumer products group, PZ Cussons.

Practicum Training For Undergraduate and Post Graduate Students

To further educate our students and make them better suited for the world of work, the Centre provides practicum training for undergraduate and post graduate (Masters and Doctoral) students in counselling-related disciplines. For the period (six weeks) the students are in the Centre, they are made to take part in counselling sessions and are given opportunity to make contributions where needed. The students are also made to participate in the Centre's programs. It is on the basis of these that assessment and evaluation is made for each student. The Centre has had students from the Department of Social Work (Faculty of Social Sciences) and from the Faculty of Education. Not less than fifteen (15) students are sent on practicum every semester to the Centre.