



## NATIONAL OPEN UNIVERSITY OF NIGERIA DIRECTORATE OF ACADEMIC PLANNING

### POLICY ON THE NUMBER OF CREDIT UNITS PER SEMESTER

- 1.0 The Benchmark Minimum Academic Standards (BMAS) provided by NUC have two attributes:
- a) The BMAS recognizes the autonomy of individual universities with regard to academic programmes and only seeks to ensure that minimum requirements for graduation are set and met.
  - b) The BMAS nevertheless allows each university a high degree of flexibility in fashioning its programme (including biases) in the process of interpreting these guidelines.
- 2.0 **Definition of Terms**  
For the avoidance of clarities, the following have been provided.
- 2.1 **Core/Compulsory Course:**  
A course which every student must compulsorily take and pass in any particular programme at a particular level of study.
- 2.2 **Elective Course**  
A course that students take within or outside the faculty. Students may graduate without passing the course provided the minimum credit unit for the course had been attained.
- 2.3 **Pre-requisite Course**  
A course which student must take and pass before taking a particular course at a higher level.
- 2.4 **Course Credit Unit System**  
This should be understood to mean a 'quantitative system of organization of the curriculum in which subject areas are broken down into unit courses which are examinable and for which students earn credit(s) if passed'. The courses are arranged in progressive order of difficulty or in levels of academic progress, e.g. Level or year 1 courses are 100, 101 etc. and Level II or Year II courses are 200, 202 etc. The National Open University of Nigeria also has a policy of odd number representing first semester and even number representing second semester.
- 2.5 **Minimum credit load per Semester**  
The NUC's general minimum credit load required for graduation for 3 years and 4 years programmes is 90 credit unit and 120 credit units respectively. For 5 years programme, it

is 150 units. Nevertheless, specific programmes do have specific load capacity. It is to be noted that these minimum graduating credit load does not include the GST courses.

## 2.6 Number of semesters per session

The programmes are runs on a 2 semesters per session basis.

## 2.7 Duration of programmes

The minimum length of the school's undergraduate programmes for a 200 level entry level is 3 years(6 semesters) and for 100 entry level is 4 years(8 semesters).There is a maximum duration of 6 years(12 semesters) and 8 years(16 semesters) respectively.

## 3.0 Benchmark for Academic Programmes

From the NUC guidelines, the followings are the minimum Benchmark for each school:

### 3.1 School of Agricultural Sciences (SAS)

To graduate, a student shall have undergone 4 or 5 years of study depending on his entry point, including one practical year of 12 months. The activities of the practical year is expected to periodic seminars on the student's work as a way of stimulating interest in addition the presentation of a written report to be graded at the end of the year.

Course workload must meet the graduation requirements of the University. In doing so, the student must earn a minimum of 167 credit units for the five year programme and 132 credit units for the four year (direct entry) programme in Agriculture and related fields as indicated under course requirements. The minimum credit units to remain a bonafide student is:

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	All Agricultural Science Programmes	23	24

### 3.2 School of Arts (SOA)

A student would be qualified for the award of a degree when he/she has earned the minimum credit units of not less than 120 for UME and 90 for DE candidates for any of the programmes in SASS.

The minimum credit units for the respective programme are:

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	Christian Theology	16	20
2	Criminology & Security Studies	18	24
3	English Language	19	21
4	French & International Relation	18	22
5	Islamic Studies	19	21
6	Mass Communication	19	24

7	Peace & Conflict Resolution	16	20
8	Political Science	19	22

### 3.3 School of Education (SOE)

- For a four year education degree course, a minimum of 120 units is required for graduation,
- For a direct three year course, a minimum of 90 units should be required for graduation.

The minimum credit unit per semester to remain bonafide

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	Agricultural Science	16	18
	Biology	16	17
	Business Education	18	23
	Chemistry	15	18
	Computer Science	16	20
	Early Childhood	14	17
	English	15	18
	Integrated Science	15	19
	Physics	16	17
	Primary Education	15	19

### 3.4 School of Law (SOL)

A student shall obtained a minimum cumulative CGPA for graduation in the Law faculty must not be less than specified by the university but not less than 1.49; earned the minimum credit units of not less than 1.49 in addition to have

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	All Law Programmes	15	24

### 3.5 School of Science (SOS)

Students are required to complete a minimum of 120 units for a four year programme and 90 units for a three year programme, 60 of which must come from the student's discipline. In addition, the students in the relevant disciplines must have been exposed to a period of compulsory Industrial Work Experience Scheme (SIWES) in addition to Laboratories/Workshop/Practical/ Training as reflected in the individual courses. A minimum period of a semester carrying 18 credit units is considered to be adequate.

The minimum credit unit per semester is as follows for the respective programme

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	Biology	22	23
2	Chemistry	16	22
3	Communication Technology	15	20

4	Community Health	18	18
5	Computer Science	16	23
6	Data Management	14	21
7	Mathematics & Computer Science	20	22
8	Mathematics	20	22
9	Nursing Science	15	17
10	Physics	18	20

### 3.6 School of Social Sciences (SSS)

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	Cooperative Management	17	18
2	Entrepreneurial and Business Management	17	18
3	Hospitality Management (Tourism Studies & Hotel & Catering)	19	20
4	Accounting	18	18
5	Business Administration	14	17
6	Public Administration	12	17
7	Marketing	15	18
8	Banking & Finance	15	18
9	Economics	27	27

### 3.7 School of Environmental Sciences (SES)

Students in each of the disciplines in Environmental Sciences are expected to take a minimum of 180 credit units towards the award of a Bachelor's degree.

In addition, all students in the relevant disciplines must have been exposed to a period of compulsory Industrial Work Experience Scheme (SIWES) in addition to Laboratories/Workshop/Practical/ Training as reflected in the individual courses.

The minimum credit load

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	Environmental Science Managemnt	15	18

### 3.8 School of Technology (SOT)

The maximum length of time allowed to obtain a degree in the School shall be fourteen semesters for the 5-year degree programme and twelve semesters for students admitted directly into the 200 level. For extension beyond the maximum period, a special permission of Senate shall be required on the recommendation of the School.

All students in the relevant disciplines should be exposed to a period of compulsory Industrial Work Experience Scheme (SIWES) in addition to Laboratories/Workshop/Practical/Training as reflected in the individual courses.

#### The minimum credit load is

S/N	PROGRAMME	MINIMUM CREDIT UNIT PER SEMESTER	MAXIMUM CREDIT UNIT PER SEMESTER
1	All School of Technology Programmes	15	24

### 5.0 Cumulative Grade Point Average (CGPA)

This is the up-to-date mean of the Grade Points earned by the student in a programme of study. It is an indication of the student's overall performance at any point in the training programme. To compute the Cumulative Grade Point Average, the total of Grade Points multiplied by the respective Credit Units for all the semesters are added and then divided by the total number of Credit Units for all courses registered by the student. However, in calculating the respective GPAs and have CGPAs, all courses that have been registered and examined are used.

### 6.0 Degree Classification

The determination of the class of degree is based on Cumulative Grade Point Average (CGPA) earned at the end of the programme. The GPA is computed by dividing the total number of credit point earned (TCPE) by the total credit carried (TCC) for all the courses taken in the semester. The CGPA is used in the determination of the class of degree according to the following table:

CUMULATIVE GRADE POINT AVERAGE (CGPA)	CLASS OF DEGREE
4.50 – 5.00	First Class
3.50 – 4.49	2 <sup>nd</sup> Class Upper
2.40 – 3.49	2 <sup>nd</sup> Class Lower
1.50 – 2.39	3 <sup>rd</sup> Class

### 7.0 GST Courses

#### 7.1 Goal

To produce a well-rounded, morally and intellectually capable graduates with vision and entrepreneurial skills in an environment of peace and social cohesiveness.

## 7.2 Objectives

The objectives of the General Studies programme consist of the following:

- a) Acquisition development and inculcation of the proper value-orientation for the survival of the individual and society.
- b) The development of intellectual capacities of individuals to understand, appreciate and promote peaceful co-existence.
- c) Production graduates with broad knowledge of the Nigerian National and people with a view to inculcating in them mutual understanding and patriotism.
- d) Exposing graduates of Nigerian Universities to the rudiments of ICT for computer literacy and ability to live usefully in this ICT age.
- e) Preparing students for a post university life with opportunities for job creation and entrepreneurial skills.
- f) Production of graduates capable of communicating effectively (both oral and written).

## 7.3 Course Descriptions

For the clarity, the following GST courses are available for use.

**GST111: Communication in English (2 Units)**

Effective communication and writing in English, Language skills, writing of essay answers, Comprehension, Sentence construction, Outlines and paragraphs, Collection and organization of materials and logical presentation, Punctuation.

**GST112: Logic Philosophy and Human Existence (2 Units)**

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

**GST113: Nigerian Peoples and Culture (2 Units)**

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

**GST121: Use of Library, Study Skills and Information Communication Technology (ICT) (2 Units)**

Brief history of libraries, Library and education, University libraries and other types of libraries, Study skills (reference services). Types of library materials, using library resources including e-learning, e-materials; etc, Understanding

library catalogues (card, OPAC, etc) and classification, Copyright and its implications, Database resources, Bibliographic citations and referencing. Development of modern ICT, Hardware technology Software technology, Input devices, Storage devices, Output devices, Communication and internet services, Word processing skills (typing, etc).

**GST122: Communication in English II (2 Units)**

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

**GST123: Communication in French (2 Units)**

Introduction to French, Alphabets and numeric for effective communication (written and oral), Conjugation and simple sentence construction based on communication approach, Sentence construction, Comprehension and reading of simple texts.

**OR**

**GST123: Communication in Arabic (2 Units)**

Introduction to Arabic alphabets and writing systems, Elementary conversational drills, Basic reading skills, Sentence construction in Arabic.

**GST211: History and Philosophy of Science (2 Units)**

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

**GST222: Peace Studies and Conflict Resolution (2 Units)**

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

Dialogue/arbitration in conflict resolution, Role of international organizations in conflict resolution, e.g. ECOWAS, African Union, United Nations, etc.

**GST223: Introduction to Entrepreneurial Skills (2 Units)**

Introduction to entrepreneurship and new venture creation; Entrepreneurship in theory and practice; The opportunity, Forms of business, Staffing, Marketing and the new venture; Determining capital requirements, Raising capital; Financial planning and management; Starting a new business, Feasibility studies; Innovation; Legal Issues; Insurance and environmental considerations. Possible business opportunities in Nigeria.

ESP 311: Introduction to Entrepreneurship Studies (2 Units)

Some of the ventures to be focused upon include the following:

1. Soap/Detergent, Tooth brushes and Tooth paste making
2. Photography
3. Brick, nails, screws making
4. Dyeing, Textile blocks paste making
5. Rope making
6. Plumbing
7. Vulcanising
8. Brewing
9. Glassware production/Ceramic, production
10. Paper production
11. Water treatment/conditioning/Packaging
12. Food processing/packaging/preservation
13. Metal Working/fabrication-Steel and aluminum door and windows
14. Training Industry
15. Vegetable oil and Salt extractions
16. Fisheries /Aquaculture
17. Refrigeration/Air conditioning
18. Plastic making
19. Farming(crop)
20. Domestic Electrical wiring
21. Radio/TV repairs
22. Carving
23. Weaving
24. Brick laying/making
25. Bakery
26. Tailoring
27. Iron welding
28. Building drawing
29. Carpentry
30. Leather Tanning
31. Interior decoration
32. Printing
33. Animal husbandry(Poultry, Piggery, Goat etc)
34. Metal Craft-Blacksmith, Tinsmith etc
35. Sanitary wares
36. Vehicle maintenance
37. Book keeping

## **8.0 Summary & Recommendations**

In conventional Universities, the minimum registrable unit to remain a bona-fide student is 15 credit units per semester. From the foregoing, the DAP observed that the minimum



credits per semester depends on a specific programme with values from 14 Early Childhood Education to 27 for Economics.

In view of the flexible nature of the Open and Distance Learning (ODL) system of education, where a number of factors affect registration of students such as

- a) Flexibility inherent in ODL mode
- b) Affordability of the programme
- c) Work schedules of the students
- d) Societal or social commitments

Following from the above, the DAP recommends that:

1. The minimum credit unit to be regarded as a bonafide student of NOUN per semester is 10 credit unit.
2. No student should be allowed to register for more than 20 credits units if he/she does not have a carryover course.
3. A student may be allowed to register for up to 24 credit units if he/she has carryover courses.
4. The School of Law be exempted from the minimum credit unit of 20 due to the weight-attached to the respective courses. In this case, the NUC stipulation may be adhered to.

#### **9.0 Implementation:**

In implementing this recommendation, it is recommended that the ICT director should ensure that the boundary is properly defined on the registration and examination portal so that student would not have to register outside the minimum and maximum credit load. Where fringements are noticed (with the help of an alert), it is hereby recommended that the student be allowed to correct this breach at least 4 weeks to the commencement of examination failure which the DEA will exercise discretion in acting to correct the breach and thereafter inform the student.

In order to implement this policy, it is recommended that the students be informed via SMS message and be included in their future orientation pack.

Thank you.

**Prof. Femi Peters**

*Director*