

**COLLEGE OF EDUCATION
SCHOOL OF CONTINUING AND DISTANCE EDUCATION
DEPARTMENT OF DISTANCE EDUCATION
FIRST SEMESTER, 2020/2021 ACADEMIC YEAR**

COURSE BULLETIN FOR DEGREE PROGRAMMES

BACHELOR OF ARTS

**LEVEL 100
FIRST SEMESTER**

CODE	COURSE TITLE	CREDITS
ADLT 101	Introduction to Adult Education	3
ECON 101	Introduction to Economics I	3
INFS 111	Information in Society	3
POLI 111	Introduction to the Study of Political Science	3
PSYC 101	Elements of Psychology	3
SOCI 121	Principles of Social Organization	3

Guidelines: Students should select the Three subjects assigned to them.

UNIVERSITY REQUIRED COURSES

**LEVEL 100
FIRST SEMESTER**

CODE	COURSE TITLE	CREDITS
UGRC110	Academic Writing 1(All Level 100 students)	3
UGRC120	Numeracy Skills (For Bachelor of Arts students; EXCEPT those reading Economics)	3
UGRC150	Critical Thinking and Practical Reasoning(for those reading B.A (Economics), BSc. Administration)	3

Guidelines: Choose any two (2) courses (6 credits) of the University Required Courses.
N.B. Students are required to pass University Required Courses with a Grade D or Better.

LEVEL 200 FIRST SEMESTER (CONTINUING STUDENTS)		
UGRC 210	Academic Writing II	3
LEVEL 200: DIPLOMA -to-DEGREE FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGRC 110	Academic Writing 1(All students)	3
UGRC 120	Numeracy Skills (For BSc. Nursing and Bachelor of Arts students EXCEPT those reading Economics)	3
UGRC150	Critical Thinking and Practical Reasoning (for BSc. Administration students and those reading BA Economics)	3
<p>GUIDELINES: Students should select the two subjects assigned to them and choose any two (2) courses (6 credits) of the University Required Courses.</p> <p>Note: Students are required to pass University Required Courses with a Grade D or Better.</p>		
LEVEL 300 - DIPLOMA-to-DEGREE STUDENTS FIRST SEMESTER		
UGRC 210	Academic Writing II	3
Note: Students are required to pass University Required Courses with a Grade D or Better		
DEPARTMENT OF ADULT EDUCATION AND HUMAN RESOURCE STUDIES		
LEVEL 200 FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
ADLT 201	Theories of Adult Learning	3
ADLT 203	Psychology of the Adult Learner	3
<i>Select All courses</i>		
LEVEL 300 FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
ADLT 301	Research Methods	3
ADLT 303	Adult Teaching and Delivery Methods	3
ADLT 305	Programme Development in Adult Education	3
ELECTIVE		
ADLT 319	Introduction to Distance Education	3
ADLT 321	Adult Education and Society	3
<p>GUIDELINES: Major students should Select All core courses and One elective course.</p> <p>Combined major students should take All core courses.</p> <p>Students doing Research Methods in their second department should not select ADLT 301.</p> <p>Such students should take an elective course in addition to ADLT 303 and ADLT 305.</p> <p>Minor students should take ADLT 303 and ADLT 305.</p>		

LEVEL 400		
FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
ADLT 401	Monitoring and Evaluation of Adult Education Programmes	3
ADLT 403	Continuing Education in Practice	3
ADLT 409	Curriculum Development in Adult Education	3
ADLT 410	Practicum	3
ELECTIVES		
ADLT 411	Tutoring in Distance education	3
ADLT 423	Current Issues in Adult Education	3
Guidelines: Major students should take ALL core courses and Two elective courses. Combined major student should Take All courses EXCEPT ADLT 410		
DEPARTMENT OF ECONOMICS		
LEVEL 200		
FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
ECON 211	Elements of Economics I	3
ECON 213	Elements Of Mathematics For Economists	3
ECON 215	Economy of Ghana I	3
LEVEL 300		
FIRST SEMESTER		
CORE		
ECON 311	Microeconomic Theory I	3
ECON 313	Macroeconomic Theory I	3
ELECTIVES		
ECON 315	Applied Mathematics for Economists	3
ECON 317	Economic Development and Growth I	3
GUIDELINES: Major Students should take ALL core courses and ALL elective courses. Combined Major: Select All core courses and One Elective course Minor : Select All two core courses		
LEVEL 400		
FIRST SEMESTER		
CORE		
ECON 441	Economic Theory I	3
ECON 443	Econometrics I	3
ECON 445	Cost Benefit Analysis	3

ELECTIVES		
ECON 443	Econometrics I	3
ECON 447	International Economics I	3
ECON 453	Public Finance I	3
ECON 473	Money And Banking I	3
ECON 469	Labour Economics I	
GUIDELINES: Major students should take All core courses and Two Elective courses.		
Combined Major: Select One(1) core course(ECON 441) and Any Two Elective courses		
DEPARTMENT OF INFORMATION STUDIES		
LEVEL 200		
FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
INFS 211	Introduction to Information Technology	3
INFS 213	Information Management	3
Select All		
LEVEL 300		
FIRST SEMESTER		
CORE		
INFS 321	Information Sources	3
INFS 323	Research Methods	3
INFS 325	Public Relations	3
ELECTIVES		
INFS 327	Information Services and User studies	3
INFS 329	Database Management	3
INFS 331	Records Management	3
Guidelines:		
a) Major: Take ALL the core courses and at least one of the elective courses.		
b) Combined Students: Take any two core courses and one elective. Students combining Information Studies with Psychology should substitute INFS 323(Research Methods) for an Elective course.		
c) Students should not select INFS 323 if they are reading research in other departments.		
d) Students reading Research Methods in Information Studies should not select a research course from the other department. Do not duplicate research courses.		
e) Minor Students: Take either INFS 321 or INFS 325 and any one elective course.		

LEVEL 400**FIRST SEMESTER****CORE**

INFS 420	Long Essay	3
INFS 421	Automation of Information Systems	3
INFS 423	Preservation of Information Resources	3

ELECTIVES

INFS 427	Automated Information Retrieval	3
INFS 429	Programming of Information Systems Application	3
INFS 431	Literature and Services for Children	3

Guidelines:

Single Major (with long essay - Students should seek departmental consent): Take all the core courses and Two (2) electives. Students may take an additional elective at one's own convenience

Single Major (without long essay): INFS 421, INFS 423, and all the electives

Combined Major: INFS 421, and INFS 423 and One elective course

DEPARTMENT OF POLITICAL SCIENCE

**LEVEL 200
FIRST SEMESTER**

COURSE CODE	COURSE TITLE	CREDITS
POLI 211	Introduction to Development Studies	3
POLI 213	Introduction to Public Administration	3

SELECT ALL

**LEVEL 300
FIRST SEMESTER**

CORE

POLI 341	Ancient and Medieval Political Thought	3
POLI 343	Introduction to Political Research	3

ELECTIVES

POLI 357	Organization Theory	3
POLI 359	Public Policy Making	3

COMBINED: Take two core courses and one elective. Students offering Research Methods or its equivalent in Psychology, Sociology and Information Studies can substitute a prescribed elective for the research methods course. Do not duplicate research courses.

MINOR: Take one core course and one elective.

**LEVEL 400
FIRST SEMESTER**

CORE

POLI 441	Political Economy of Africa's Development since Independence	3
POLI 443	Applied Political Research	3

ELECTIVES

POLI 445	Politics of International Economic Relations	3
POLI 453	Gender and Politics	3
POLI 457	Human Resource Development and Management	

COMBINED MAJOR: Take **ALL Two** core courses and One elective course

DEPARTMENT OF PSYCHOLOGY

LEVEL 200 FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
PSYC 221	Introduction to General Psychology	3
PSYC 223	Biological Psychology	3

SELECT ALL

LEVEL 300 FIRST SEMESTER

CODE	CORE	CREDITS
PSYC 331	Statistics for Psychologists (For Combined Psychology students)	3
PSYC 333	Psychology of Personality	3
PSYC 335	Developmental Psychology I	3

ELECTIVE

PSYC 337	Learning	3
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Guidelines:

Combined Subject Major: Take **Any two** core courses including PSYC 331 and One elective course.

Combining **Students should not take** any other research course from other departments. Do not duplicate research courses

Minor Students: One core and PSYC 337

Note: Ensure that you have satisfied the prerequisites for all the courses

LEVEL 400 FIRST SEMESTER

CODE	CORE	CREDITS
PSYC 441	Cognitive Psychology II	3
PSYC 443	Social Psychology	3
PSYC 449	Practicals in Cognition II	2

ELECTIVES

PSYC 445	Clinical Psychology	3
PSYC 447	Education Psychology	3
PSYC 457	Industrial Psychology	3

Guidelines:

Combined Subject Major: Take ALL core courses and **ONE** elective.

Note: Ensure that you have satisfied the prerequisites for all the courses

DEPARTMENT OF SOCIOLOGY

LEVEL 200

FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
SOCI 221	Basic Concepts in Sociology	3
SOCI 223	Traditional Ghanaian Social Institutions	3

LEVEL 300

FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
CORE		
SOCI 321	Foundations of Social Thought	3
SOCI 323	Social Psychology	3
SOCI 325	Research Methods	3
ELECTIVES		
SOCI 339	Urban Sociology	3
SOCI 347	Sociology of the Family	3

Guidelines:

Single Subject Major: All core courses and One elective course.

Combined Subject Major: Take Two core courses SOCI 321 and SOCI 323 and an elective if you are combining with Psychology. Do not duplicate research courses.

Combining students offering ***Research Methods in Sociology*** should select all the **THREE** core courses. Students **NOT offering SOCI 325** should substitute it for an elective course.

N.B. Combining students should note that SOCI 321, SOCI 323 and SOCI 325 in the First Semester are prerequisites for SOCI 322, SOCI 324 and SOCI 326. **This rule should be strictly adhered to.**

Minor Students: Take two core courses, SOCI 321 and SOCI 323

Note: Ensure that you have satisfied the prerequisites for all the courses

LEVEL 400

FIRST SEMESTER

CORE		
SOCI 421	Social Anthropology	3
SOCI 423	Theories of Social Development	3
SOCI 425	Industrial Sociology I	3
ELECTIVES		
SOCI 437	Globalization and Society	3
SOCI 439	Gender Studies	3
SOCI 441	Sociology of Law	3
SOCI 447	Sociology of Tourism & Tourism Development in Ghana	3

Guidelines:

- a. **Single Subject Major:** Take All core courses and Three Elective courses
- b. Sociology Major students should note that they will not write Long Essay
- c. **Combined Subject Major:** Take All Three(3) Core Courses

**BACHELOR OF ARTS BOUQUETS
(ADMINISTRATION WITH COURSES IN SOCIAL SCIENCE)**

ACCOUNTING OPTION

**LEVEL 100: Accounting/Psychology/Adult Education and Human Resource Studies
FIRST SEMESTER**

COURSE CODE	COURSE TITLE	CREDITS
UGBS 101	Introduction to Business Administration	3
UGBS 105	Introduction to Public Administration	3
PSYC 101	Elements of Psychology	3
ADLT 101	Introduction to Adult Education	3

Take all the above courses

NOTE	Students who will opt for UGBS 303: Computer Applications in Management at Level 300, add the following UGRCs	
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UGRC 110	Academic Writing 1	3
UGRC 120	Numeracy Skills	3

NOTE	Students who will opt for UGBS 301: Quantitative Methods at Level 300, add the following UGRCs	
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UGRC 110	Academic Writing 1	3
UGRC 150	Critical Thinking and Practical Reasoning	3

NOTE: Students are required to pass University Required Courses with a Grade D or Better.

PUBLIC ADMINISTRATION OPTION

**LEVEL 100: Public Administration/Sociology/ Information Studies
FIRST SEMESTER**

COURSE CODE	COURSE CODE	CREDITS
UGRC 110	Academic Writing 1	3
UGRC 120	Numeracy skills	3
UGBS 101	Introduction to Business Administration	3
UGBS 105	Introduction to Public Administration	3
SOCI 121	Principles of Social Organization	3
INFS 111	Information in Society	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

HUMAN RESOURCE MANGEMENT OPTION

**LEVEL 100: Human Resource Management /Psychology/Information Studies
FIRST SEMESTER**

COURSE CODE	COURSE CODE	CREDITS
UGRC 110	Academic Writing 1	3
UGRC 120	Numeracy skills	3
UGBS 101	Introduction to Business Administration	3
UGBS 105	Introduction to Public Administration	3
PSYC 101	Elements of Psychology	3
INFS 111	Information in Society	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

**BACHELOR OF ARTS BOUQUETS
(ADMINISTRATION WITH COURSES IN SOCIAL SCIENCE)**

ACCOUNTING OPTION		
ACCOUNTING AND PSYCHOLOGY		
LEVEL 200: FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law I	3
UGBS 205	Fundamentals of Accounting Methods	3
PSYC 221	Introduction to General Psychology	3
PSYC 223	Biological Psychology	3
NOTE: Students are required to pass University Required Courses with a Grade D or Better.		
ACCOUNTING AND ADULT EDUCATION & HUMAN RESOURCE STUDIES		
LEVEL 200: FIRST SEMESTER		
COURSE CODE	COURSE CODE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law I	3
UGBS205	Fundamentals of Accounting Methods	3
ADLT 201	Theories of Adult Learning	3
ADLT 203	Psychology of the Adult Learner	3
Note: Students are required to pass University Required Courses with a Grade D or Better.		

HUMAN RESOURCE MANGEMENT OPTION**HUMAN RESOURCE MANAGEMENT AND PSYCHOLOGY****LEVEL 200****FIRST SEMESTER**

COURSE CODE	COURSE CODE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	
UGBS 203	Commercial Law I	3
UGBS 205	Fundamentals of Accounting Methods	3
PSYC 221	Introduction to General Psychology	3
PSYC 223	Biological Psychology	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

HUMAN RESOURCE MANAGEMENT AND INFORMATION STUDIES**LEVEL 200:****FIRST SEMESTER**

COURSE CODE	COURSE TITLE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law I	3
UGBS 205	Fundamentals of Accounting Methods	3
INFS 211	Introduction to Information Technology	3
INFS 213	Information Management	3

NOTE: Students are required to pass University Required Courses with a Grade D or Better.

PUBLIC ADMINISTRATION OPTION**PUBLIC ADMINISTRATION AND SOCIOLOGY****LEVEL 100:****FIRST SEMESTER**

COURSE CODE	COURSE CODE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law I	3
UGBS 205	Fundamentals of Accounting Methods	3
SOCI 221	Basic Concepts in Sociology	3
SOCI 223	Traditional Ghanaian Social Institutions	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

PUBLIC ADMINISTRATION AND INFORMATION STUDIES**LEVEL 200:
FIRST SEMESTER**

COURSE CODE	COURSE CODE	CREDITS
UGRC 210	Academic Writing II	3
UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law I	3
UGBS 205	Fundamentals of Accounting Methods	3
INFS 211	Introduction to Information Technology	3
INFS 213	Information Management	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

**BACHELOR OF ARTS BOUQUETS
(ADMINISTRATION WITH COURSES IN SOCIAL SCIENCE)**

ACCOUNTING OPTION		
ACCOUNTING AND PSYCHOLOGY		
LEVEL 300: FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGBS 301/ UGBS 303	Quantitative Methods (For those who opted for UGRC 160: Introduction to Literature at Level 100) Computer Applications in Management (For those who opted for UGRC 120: Numeracy Skills at Level 100)	3
ACCT 301	Introduction to Financial Reporting	3
FINC 301	Introduction to Business Finance	3
PSYC 331	Statistics for Psychologists (For those reading UGBS 303: Computer Applications in Management)	3
PSYC 333	Psychology of Personality (For those reading UGBS 301: Quantitative Methods)	3
PSYC 335	Developmental Psychology I	3
PSYC 337	Learning	3
ACCOUNTING AND ADULT EDUCATION & HUMAN RESOURCE STUDIES		
LEVEL 300: FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGBS 301 UGBS 303	Quantitative Methods (For those who opted for UGRC 160: Introduction to Literature at Level 100) Computer Applications in Management (For those who opted for UGRC 120: Numeracy Skills at Level 100)	3
ACCT 301	Introduction to Financial Reporting	3
FINC 301	Introduction to Business Finance	3
ADLT 303	Adult Teaching and Delivery Methods	3
ADLT 305	Programme Development in Adult Education	3
ADLT 321	Adult Education and Society	3

HUMAN RESOURCE MANAGEMENT OPTION		
HUMAN RESOURCE MANAGEMENT AND PSYCHOLOGY		
LEVEL 300		
FIRST SEMESTER		
COURSE CODE	COURSE CODE	CREDITS
UGBS 303	Computer Applications in Management	3
OHRM 303	Human Behaviour in Organization	3
OHRM 305	Labour Law	3
PSYC 331	Statistics for Psychologists	3
PSYC 333	Psychology of Personality	3
PSYC 337	Learning	3
HUMAN RESOURCE MANAGEMENT AND INFORMATION STUDIES		
LEVEL 300:		
FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGBS 303	Computer Applications in Management	3
OHRM 303	Human Behaviour in Organization	3
OHRM 305	Labour Law	3
INFS 321	Information Sources	3
INFS 325	Public Relations	3
INFS 331	Records Management	3
PUBLIC ADMINISTRATION OPTION		
PUBLIC ADMINISTRATION AND SOCIOLOGY		
LEVEL 100:		
FIRST SEMESTER		
COURSE CODE	COURSE CODE	CREDITS
UGBS303	Computer applications in Management	3
PAHS301	Political Setting In Administration	3
PAHS307	Constitutional Law	3
SOCI 321	Foundations of Social Thought	3
SOCI 323	Social Psychology	3
SOCI 339	Urban Sociology	3

PUBLIC ADMINISTRATION AND INFORMATION STUDIES**LEVEL 300:****FIRST SEMESTER**

COURSE CODE	COURSE TITLE	CREDITS
UGBS303	Computer applications in Management	3
PAHS301	Political Setting In Administration	3
PAHS307	Constitutional Law	3
INFS 321	Information Sources	3
INFS 325	Public Relations	3
INFS 331	Records Management	3

UNIVERSITY OF GHANA BUSINESS SCHOOL (UGBS)

ADMINISTRATION

LEVEL 100 FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
UGRC 110	Academic Writing 1	3
UGRC 150	Critical Thinking and Practical Reasoning	3
UGBS 101	Introduction to Business Administration	3
UGBS 103	Introductory French I	3
UGBS 105	Introduction to Public Administration	3

NOTE: Students are required to pass University Required Courses with a Grade D or Better.

LEVEL 200 FIRST SEMESTER

UGBS 201	Microeconomics and Business	3
UGBS 203	Commercial Law 1	3
UGBS 205	Fundamentals of Accounting Methods	3
UGBS 207	Social Responsibility and Ethics	3
UGRC 210	Academic Writing II (For Continuing students)	3

Diploma to Degree students: ADD - UGRC 110: Academic Writing I **AND**
UGRC 150: Critical Thinking and Practical Reasoning
Note: Students are required to pass University Required Courses with a Grade D or Better.

DEPARTMENT OF ACCOUNTING

BSc. ADMINISTRATION (Accounting option)

LEVEL 300 FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
CORE		
UGBS 301	Quantitative Methods	3
UGBS 303	Computer applications in Management	3
ACCT301	Financial Reporting I	3
FINC 301	Introduction to Business Finance I	3
OHRM 303	Human Behaviour in Organisations	3
ELECTIVES (Choose One)		
MKTG 301	Principles of Marketing	3
MKTG 303	Introduction to Electronic Business	3

LEVEL 400		
FIRST SEMESTER		
UGBS 401	Company Law	3
ACCT 401	Corporate Reporting and Analysis	3
ACCT 403	Cost Accounting	3
ACCT 405	Taxation	3
FINC 401	Investment Fundamentals	3
ELECTIVES: Choose any One		
ACCT 400	Long Essay (Seek Departmental Approval)	6
PAHS 401	Public Finance	3
FINC 403	Bank Management	3

DEPARTMENT OF FINANCE

BSc. ADMINISTRATION (Banking and Finance option)

LEVEL 300		
FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
UGBS 301	Quantitative Methods	3
UGBS 303	Computer applications in Management	3
FINC 301	Introduction to Business Finance	3
MKTG 301	Principles of Marketing	3
OHRM 303	Human Behaviour in organisations	3
FREE ELECTIVES: Students should select One		
MKTG 303	Introduction to Electronic Business	3
PAHS305	Management of NGO's	3
LEVEL 400		
FIRST SEMESTER		
UGBS 401	Company Law	3
FINC 401	Investment Fundamentals	3
FINC 403	Bank Management	3
FINC 405	Banking Operations	3
PAHS 401	Public Finance	3
ELECTIVE(Choose one)		
FINC 407	Labour Economics	3
FINC 400	Long Essay (Seek Departmental Approval)	6

DEPARTMENT OF ORGANISATION & HUMAN RESOURCE MANAGEMENT
BSc. ADMINISTRATION (Human Resource Management option)

LEVEL 300

FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
UGBS 301	Quantitative Methods	3
UGBS 303	Computer applications in Management	3
OHRM 303	Human Behaviour in Organization	3
OHRM 305	Labour Law	3
FINC 301	Introduction to Business Finance	3
MKTG 301	Principles Of Marketing	3

SELECT ALL

LEVEL 400

FIRST SEMESTER

UGBS 401	Company Law	3
FINC 407	Labour Economics	3
OHRM 404	Manpower Planning	3
ELECTIVES		
FINC 403	Bank Management	3
MKTG 403	Electronic Marketing Essentials	3
MKTG 405	Fundamentals of Social Marketing	3
PAHS 401	Public Finance	3
OHRM 400	Long Essay (Seek Departmental Approval)	6

Note: Students writing Long Essay should select Two (2) elective courses in addition to OHRM 400. Students who will not write Long Essay should select Three (3) elective courses.

DEPARTMENT OF MARKETING & ENTREPRENEURSHIP
BSc. ADMINISTRATION (Marketing option)

LEVEL 300
FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
UGBS 301	Quantitative Methods	3
UGBS 303	Computer applications in Management	3
MKTG 301	Principles of Marketing	3
MKTG 303	Introduction to Electronic Business	3
MKTG 305	Consumer Behaviour	3
<i>FREE ELECTIVES (Choose One)</i>		
OHRM303	Human Behaviour in Organisations	3
PAHS301	Political Setting of Public Administration	3
LEVEL 400		
FIRST SEMESTER		
UGBS 401	Company Law	3
MKTG 401	Marketing Research	3
MKTG 403	Electronic Marketing Essentials	3
MKTG 405	Fundamentals of Social Marketing	3
MKTG 407	Marketing Management	3
<i>FREE ELECTIVES (Choose One)</i>		
MKTG 400	Long Essay (Seek Departmental Approval)	6
MKTG 409	Relationship Marketing	3

**DEPARTMENT OF PUBLIC ADMINISTRATION AND HEALTH SERVICES
MANAGEMENT**

BSc Administration(Public Administration option)

LEVEL 300

FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
UGBS301	Quantitative Methods	3
UGBS303	Computer applications in Management	3
PAHS301	Political Setting In Administration	3
PAHS305	Management of NGOs	3
PAHS307	Constitutional Law	3
<i>ELECTIVE: Students should select One elective course</i>		
PAHS 303	Health Services Management	3
MKTG 301	Principles of Marketing	3

LEVEL 400

FIRST SEMESTER

PAHS 401	Public Finance	3
PAHS 409	Public Sector Management	3
PAHS 413	Development Administration	3
PAHS 411	Environmental Management	3
PAHS 427	Administrative Law	3
<i>ELECTIVES(Choose One)</i>		
PAHS 400	Long Essay (Seek Departmental Approval)	6
PAHS 419	Introduction to Tourism Planning and Management	3

BSc. ADMINISTRATION (Health Services Management option)

LEVEL 300

FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
UGBS301	Quantitative Methods	
UGBS303	Computer applications in Management	3
PAHS303	Health Services Management	3
PAHS309	Health and Safety in Organisations	3
OHRM303	Human Behaviour in organisation	3
<i>ELECTIVES: Students should choose One elective course</i>		
PAHS301	Political Setting of Administration	3
PAHS305	Management of Non-Governmental Organisations	3

LEVEL 400		
FIRST SEMESTER		
PAHS 403	Health Planning	3
PAHS 405	Comparative Health Systems	3
PAHS 421	Healthcare Financing	3
PAHS 407	Purchasing and Materials Management	3
PAHS 423	Principles of Healthcare Quality Assurance	3
ELECTIVES(Choose One)		
PAHS 400	Long Essay (Seek Departmental Approval)	6
PAHS 411	Environmental Management	3

SCHOOL OF NURSING

LEVEL 200 FIRST SEMESTER

COURSE CODE	COURSE TITLE	CREDITS
NURS 231	Principles and Practice of Health Assessment	2
NURS 233	Medical Microbiology and Parasitology	2
NURS 237	Theoretical Foundations of Nursing	2
NURS 239	Pharmacology	3
NURS 245	Nursing Practical II	1
NURS 247	Community Services and Occupational Health	2
NURS 249	Obstetric Nursing	3
NURS 251	Introduction to Surgical Nursing	2
UGRC110	Academic Writing I	3
UGRC 120	Numeracy Skills	3

Note: Students are required to pass University Required Courses with a Grade D or Better.

LEVEL 300 FIRST SEMESTER

CODE	COURSE TITLE	CREDITS
<i>Core Courses</i>		
BAHS 201	Basic Biochemistry and Molecular Cell Biology	3
NURS 339	Reproductive Health	3
NURS 345	Nursing Research	2
NURS 347	Nursing Informatics	2
UGRC 210	Academic Writing II	3

OPTIONS (Select 9 credits)

General Nursing

GNUR 301	Perioperative Nursing	3
GNUR 303	Eye, Ear, Nose, Throat and Dental Nursing	3
GNUR 305	General Nursing Practical I	3

Paediatric Nursing

PNUR 301	Community Paediatric Nursing	3
PNUR 303	Managing the Sick Child I	3
PNUR 305	Paediatric Nursing Practical I	3

Community Health Nursing

CNUR 301	Epidemiology in Community Health Nursing Practice	3
CNUR 303	Community Participation and Organization	3
CNUR 305	Community Health Nursing Practical I	3

Mental Health Nursing		
MNUR 301	Biological Aspects of Psychiatry and Psychopharmacology	3
MNUR 303	Child and Adolescent Mental Health Nursing	3
Total Credits		22
Note: Students are required to pass University Required Courses with a Grade D or Better		
LEVEL 400		
FIRST SEMESTER		
NURS 400	Project Work	6
NURS 451	Tools and Methods of Teaching Nursing	2
NURS 453	Principles of Management in Nursing	2
NURS 455	Biostatistics	2
NURS 457	Nursing Practical VI (Specialty Option)	3
NURS 459	Advanced Clinical Nursing II	2
NURS 461	Nursing Seminar	2
NOTE:		
<ul style="list-style-type: none"> • Options for NURS 457 (Nursing Practical) would be made available for selection. • NURS 400** is a six credit course, three credits allocated to each semester. • The option chosen in first semester should be continued with its corresponding course in the second semester. 		
OPTIONS (SELECT 3 CREDITS)		
General Nursing		
NURS 463	Peri-Operative and Critical Care Nursing	3
Paediatric Nursing		
NURS 465	Integrated Management of Childhood illnesses	3
Community Health Nursing		
NURS 467	Community Health Nursing Administration	3
Midwifery		
NURS 469	Advanced Midwifery Practice	3
Mental Health Nursing		
NURS 471	Theoretical Frameworks of Mental Health Nursing	3
Students are to ensure that they have satisfied all requirements for the University Required Courses (UGRCs) at this level.		

DEPARTMENT OF COMPUTER SCIENCE

BSc. INFORMATION TECHNOLOGY

LEVEL 100 FIRST SEMESTER		
CODE	COURSE TITLE	CREDITS
UGRC 150	Critical Thinking & Practical Reasoning	3
DCIT 103	Office Productivity Tools	3
DCIT 101	Introduction to Computer Science	3
DCIT 105	Mathematics For IT Professionals	3
STAT 111	Introduction to Statistics and Probability I	3
ECON 101	Introduction to Economics	3
TOTAL		18
Note: Students are required to pass University Required Courses with a Grade D or Better		
LEVEL 200 FIRST SEMESTER		
COURSE CODE	COURSE TITLE	CREDITS
CSIT 201	Professional, Legal, Moral and Ethical issues in Information Technology	3
CSIT 203	Computer Hardware Fundamentals	3
CSIT 205	Object Oriented Techniques for IT Problem Solving	3
CSIT 207	Database Fundamentals	3
UGBS 201	Microeconomics and Business	3
UGRC 210	Academic Writing II (<i>Continuing students only</i>)	3
UGRC 110	Academic Writing I (<i>Fresh Diploma to degree students only</i>)	3
Students are required to pass University Required Courses with a Grade D or Better		
BSc. INFORMATION TECHNOLOGY		
LEVEL 300 FIRST SEMESTER		
COURSE CODE CORE	COURSE TITLE	CREDITS
CSIT 301	Mobile Development	3
CSIT 303	Human Computer Interaction	3
CSIT305	Operating Systems Fundamentals	3
CSIT 321	Principles of Accounting	3
UGRC 210	Academic Writing II (<i>Diploma-to-degree students only</i>)	3

ELECTIVES (6 CREDITS) : Select from your Concentration**Network and Telecommunications (A)**

CSIT 307	Digital and Logic Systems Design	3
CSIT 309	Data Network Security I	3

Information Security(B)

CSIT 309	Data Network Security I	3
CSIT 311	Information Security Principles	3

NOTE: Students should **Either** select **Option A or Option B**

Students are required to pass University Required Courses with a **Grade D or Better**

LEVEL 400**FIRST SEMESTER**

CSIT 409	Cloud Computing	3
CSIT 411	Advanced Networking Principles	3
CSIT 413	Wireless Systems and Networks	3
CSIT 415	Application of Digital Tech	3
CSIT 425	Computer Crimes, Forensic and Auditing	3
CSIT 431	Data Network Security II	3

Guidelines: Students should Take all courses

1. ALL STUDENTS SHOULD NOTE THE FOLLOWING UNIVERSITY REQUIRED COURSES FOR THE VARIOUS PROGRAMMES.
2. STUDENTS SHOULD ENSURE THAT THEY HAVE SATISFIED THE REQUIREMENT BELOW BEFORE THEY COMPLETE THEIR PROGRAMME OF STUDY.

BACHELOR OF ARTS (NON- ECONOMICS STUDENTS)	BSc. ADMINISTRATION (B.A ECONOMICS STUDENTS)	BSc. NURSING	BSc. INFORMATION TECHNOLOGY
UGRC 110	UGRC 110	UGRC 110	UGRC 110
UGRC 120	UGRC 150	UGRC 120	UGRC 150
UGRC 150	UGRC 144/145	UGRC 150	UGRC 130-136
UGRC 144/145	UGRC 160	UGRC 130- 136	UGRC 210
UGRC 210	UGRC 210	UGRC 210	UGRC 228-231
UGRC 228- 231	UGRC 228-231	UGRC 228-231	