



DEPARTMENT OF TOURISM, MERCHANDISING AND HOSPITAL MANAGEMENT

BEHAVIOURAL ATTRIBUTES AND CONDUCT

The graduate of the programme should appreciate that there is dignity in labour through competence in conception planning, execution, monitoring and evaluation of various Tourism and Hospitality programmes and enterprises. The graduate should be able to adapt to the socioeconomic and cultural situations of rural setting and integrate with rural dwellers and maintain the ethical standards of the profession.

- (a) Behavioural/Conduct of students: Any student involved in falsification of his/her credentials or results will have his/her registration withdrawn and will face disciplinary action.
- (b) Dress Code: Students of our department must be properly and decently dressed to lectures. Seductive and provocative dressing resulting in indecent exposures of body will attract serious consequences. All students are expected to obtain and use laboratory coats for food production as well as using uniforms for food service in restaurant during practical period.
- (c) Any genuine proven case of sexual harassment by fellow students or staff should be reported to the Head of Department in writing.

ACADEMIC CODE OF CONDUCT GENERAL PROVISION

The approved code of conduct by the senate of Kwara State University is expected to be obeyed by all students of the department. The code shall be amended only by the senate of the university from time to time as the need arises.

COURSE CODES AND NUMBER e.g. THM 106

The following codes and numbers are used to identify the different courses taken at different levels (100-400). The first three letters (THM) represent "Tourism Hospitality Management" while (106) the first number (1) represents 100 Level. The other two numbers (06) is the course Numerical order. The codes for first semester have odd numbers e.g. THM 101, THM 203, THM 301, while second semester has even numbers e.g. THM 202, THM 208 THM 404,

CREDIT LOAD FOR STUDENTS

- (a) This section deals with the maximum and minimum credit hours a student is allowed to register for in a semester and in one session. Maximum of 24 credit hours per week and a minimum of 18 credit hours per week would be allowed in any semester.
- (b) This means that the total number of credit hours for all courses registered for by any student during a semester may not exceed 24 hours or fall below 18 hours.
- (c) For a student to graduate on this programme, he/she must complete a minimum of 152 and maximum of 160 required and elective credits as set forth in the graduation requirement.

COMPULSORY COURSES

Compulsory courses are courses that must be taken and passed by students. Mark scored will count towards graduation and student cannot graduate without passing them.

CARRY OVER COURSES

No student is allowed to carry-over any course in which he/she scored at least a "D" grade or above. A student shall retain both the old and new grades for carry-over courses in his/her transcript and they will also be used in computing his/her GPA.

ADDING/DROPPING

Since a student is required to attain a minimum of 75% class attendance in order to qualify for the semester examination, subjects/courses combinations can only be changed within the first four weeks of the 1st semester. The student is however expected to make up all assignments, practical and other academic exercises missed before taking on another course.

ATTENDANCE

- (a) Attendance in lectures, practical classes, field work and SIWES shall be regarded as part of the requirements for successful completion of a course. A 75% percent attendance in lectures and 100% percent participation in practical is mandatory for students to qualify to sit for a semester examination.
- (b) Therefore, each lecturer shall be required to keep attendance for each course. The students shall be made aware of this and shall be informed on an on-going basis during the course how he/she is doing in the course with respect to attendance. Lecturers are expected to start on time and keep the attendance.
- (c) Exemption from the above rules on attendance shall be on medical grounds and shall be granted on submission of a medical certificate authenticated by the University Health Services. For reasons other than medical, student applications must be endorsed by the Head of Department and forwarded to the College Provost for consideration by the College Board.
- (d) Lateness to class: Any Student who is not in class 15 minutes after the lecture has started shall be deemed to be absent from that class except with a cogent reason.

EXAMINATION AND ASSIGNMENT OF MARKS

For the purpose of assigning the 100 percent mark for a course, all examinations conducted in any course shall comprise Continuous Assessment (CA) and Semester Examinations.

MODE OF EXAMINATION

The following two types of assessment may be used to examine a course:

- (a) Practical
- (b) Written Examination (Essay and Objectives). The particular mode of examination or combinations chosen shall be dictated by the type of course and shall be the prerogative of the lecturer.
- (c) Absence from an Examination:
 - i. All students registered for a course are expected to write the examination in that course at the time for which the examination is slated.
 - ii. Exemption from the above shall be on Medical grounds and shall be granted on submission of a certificate which is authenticated by the Director University Health Services. For reasons other than medical, application must be endorsed by the Head of Department concerned in consultation with the course lecturer and or by the Provost. Otherwise, the student shall be deemed to have voluntarily absented him/her from the examination. Such a student shall score an "F" in that examination as agreed by the senate. There shall be no make-up examination