



BENSON IDAHO STATE UNIVERSITY

STUDENT HANDBOOK

2022 -2027



CHANCELLOR

MOST REV. (DR.) MAGARET E. BENSON-IDAHOSEA JP. OON

PRESIDENT

Bishop F.E.B. Idahosa II (PhD)

PRINCIPAL OFFICERS

VICE-CHANCELLOR: Prof. Sam Guobadia

DEPUTY VICE CHANCELLOR:

Prof. J. O. Oyedeji

REGISTRAR: Mr. Vinton Itoya-Okoedo

BURSAR: Dr. Gladday Igweagbara

ACTING LIBRARIAN: Mr. Henry Okosun

DEAN, STUDENT AFFAIRS: Prof. (Mrs.) M. O Ehigiator

DIRECTOR OF CAMPUS LIFE: Rev. (Mrs.) Laurie Idahosa

DIRECTOR OF ACADEMIC PLANNING: Prof. (Mrs.) Rosemary
Obasi

DIRECTOR OF ICT: Prof. Osondu Akoma

DIRECTOR OF PREDEGREE PROGRAMME: Prof. Taidi
Ekrakene

DIRECTOR OF PART-TIME PROGRAMME: Prof. Mark O. Igile

DIRECTOR OF HEALTH SERVICES: Dr. (Mrs.) E. Uwaibi

UNIVERSITY CHAPLAIN: Mr. Jerome Ijeakhen

Raising leaders for the nation, who are complete in spirit, mind and body, thus contributing to the production of high-level leadership and quality manpower for the nation and the world.





BENSON IDAHOSA UNIVERSITY
LEAD THE CHANGE ...
Academic Excellence with Godliness

An advertisement for Benson Idahosa University. The top left corner features the university's logo and the text 'BENSON IDAHOSA UNIVERSITY BENIN CITY, EDO STATE'. The main image shows three students wearing blue hard hats and safety vests, standing on a construction site with cranes in the background. The text 'YOUR FUTURE STARTS HERE' is prominently displayed in large, bold, black letters. Below this, a dark blue banner contains the text 'Poised to creating your Excellent Student Experience #ESE'. At the bottom, there is contact information: 'For more information, call our Admissions hotline at 08228818713 or visit www.biu.edu.ng/admissions'. The bottom left corner has social media links: 'www.biu.edu.ng | facebook: biunigeria | twitter: @biunigeria | instagram: @biu_nigeria'. The bottom right corner has the slogan 'Lead the Change'.

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BENSON IDAHOSA UNIVERSITY

**RAISING THE NEXT GENERATION OF
LEADERS**



CHANCELLOR'S WELCOME



I want to welcome you to God's choice citadel of learning for you. I am so excited and glad you made Benson Idahosa University your choice destination. Congratulations.

My prayer for you is that the good Lord who has brought you here will keep you and cause his face to shine upon you. You will excel both in

spirit, mind and body as you focus on Christ throughout your stay here at Benson Idahosa University.

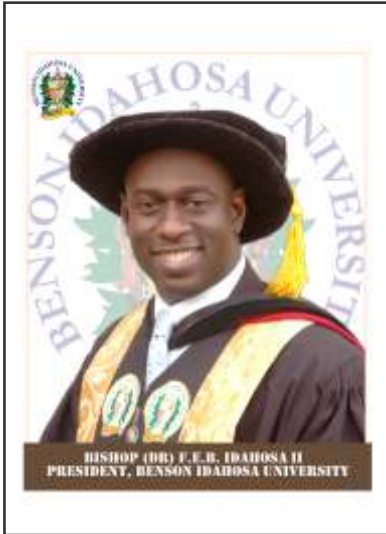
I declare to you today, that God himself will preserve you and grant you good success, excellence in academics, entrepreneurship and above all, excellence as a true disciple of Christ.

Greatness is your portion and remember, I love you.

Remain Above Only!

**Most Rev. M.E. Benson-Idahosa,
Archbishop, CGMI**

OFFICE OF THE PRESIDENT



About 40 years ago, God gave my father, Archbishop Benson Idahosa, a dream to build Africa's first charismatic Christian University. However, he stayed with his dream and today. We welcome you to become a part of that dream. Benson Idahosa University, from the outset, has been dedicated to nurturing young people from almost every

State in the nation to be the change agents that our country, Nigeria, and our world at large need.

At Benson Idahosa University, you will find a university experience that is different from any other in the country. Our vision is to raise academics, professionals and entrepreneurs who will be effective Disciples of Christ by excelling in their fields. We are raising a generation of leaders who will bring a new standard of hard work, integrity, and competence into all professional fields. Throughout your Benson Idahosa University experience, you will hear this vision over and over again, along with our mission statement, which is to develop you into a leader who is

complete in spirit, mind and body. There are many activities and programmes which we have implemented, all with the goal of helping to develop you into the leader you were born to be.

Finally, I want to charge you to be like the Apostle Paul. Together, keeping our eyes on the prize, we will let nothing distract us from getting to where God wants each of us to be. We are sure to change Nigeria.

I am confident that God is set to do so much more in our lives, as we keep our focus on Christ and as we continue to make ourselves available to Him.

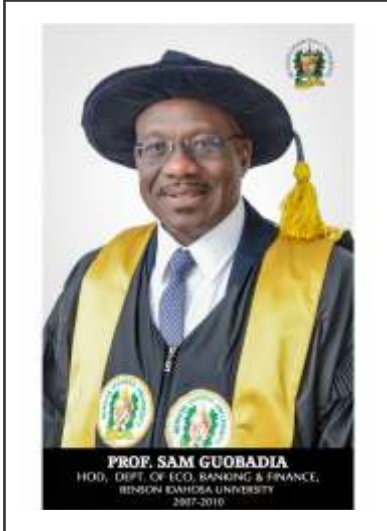
I love you and I am praying for you.

Remain Above Only!

Bishop F.E.B. Idahosa *Ph.D.*

President Benson Idahosa University.

OFFICE OF THE VICE CHANCELLOR



I am delighted to welcome you to Benson Idahosa University. I assure you that you are in the right place at the right time.

The University has two campuses: The Heritage campus, which is located in Ugbor, GRA and the Legacy campus, which is situated in Okha, Sapele Road. Both locations are perfect for academic activities because the areas are not crowded or

busy. Therefore, the ambience of the University is ideal for educational attainments. On the Heritage campus, we have four faculties: Law, Social and Management Sciences, Basic and Medical Health Sciences, and Medicine, while on the Legacy campus, we have the four faculties of Engineering, Science, Agriculture and Arts and Education. Each of these campuses is equipped with the facilities that will make your stay memorable and complement your efforts to acquire the degrees of your choice. For instance, we have a fully equipped library, health services unit, well-furnished hostels, sports facilities and spacious lecture

rooms. Along with these facilities are qualified teaching faculty, well-trained administrative staff and committed management who are willing to guide you through your stay at this University.

I would then encourage you to strive to make your stay here a success and to do this, you would need to conduct yourself responsibly and appropriately and abide by the laws of the University as stated in this handbook. As a Christian university, we offer you a well-rounded education; in body, spirit and mind. So, we train you spiritually through compulsory chapel services; we also require at least 75% attendance at lectures to qualify for examinations, and it is mandatory for you to demonstrate good conduct by your actions and dressing. Our core values are Ownership, Mentality, Integrity, Transparency, People Matter, Accountability, Team Work, Innovation, and Academic Excellence with Godliness. Cultivating these core values guarantees your development as a future leader and change agent, which is a crucial part of our vision and mission; to raise academics, professionals and entrepreneurs who would change Nigeria and impact the world.

I urge you to carefully read this handbook to know your university, understand the leadership structure, know where to get help when you need it, and know the rules and regulations guiding your stay with us. For instance, we have

a code of conduct in which we expect all students to abide by any other laws whose default attracts some penalties. I advise you to focus on your studies and shun all acts of indiscipline to



Vice Chancellor of B.I.U and President of ICAN

achieve your aim and stay out of trouble. As I said, we have committed and qualified faculty and administration to guide you through your education here at Benson Idahosa University. I recommend that you know especially your Deans, Heads of departments, and course advisers but also work closely with the Dean of Students and Campus life departments for other needs apart from the academic ones. These offices have arranged detailed orientation activities to help you understand university life and ensure that you adequately settle into our campuses.

Again, I assure you that you made a good decision by choosing Benson Idahosa University. Should you have any problem that the offices of the Dean of faculty, Dean of students and Campus life could not resolve, feel free to come to me. I will be glad to make your period of stay with us a happy one.

God bless you.

Professor Sam Guobadia; Ph.D., FICA, FIPDM

Vice Chancellor

OFFICE OF THE REGISTRAR



Welcome to Benson Idahosa University a place where dreams are realized.

The Registry Unit of this institution is well structured to cater administratively for all the needs of the students, as evidenced by the quality of the staff members of the Registry unit. They are spiritually, morally and academically equipped for the anticipated

services.

The Registry division of Benson Idahosa University comprises different units responsible for the daily and all-encompassing needs of the students right from the point of admission into the Institution up to graduation. The University still provides services to students even after graduation. To keep up with the academic, moral and social standards of the school, the registry department has strictly laid down principles in this handbook and various committees that work tirelessly, with steadfast dedication to ensuring that the rules and regulations are strictly adhered to.

Welcome on board as we collectively and seamlessly move through this journey of our academic pursuit at Benson Idahosa University. I assure you that Benson Idahosa University is the best place to be.

Once again, we appreciate you for making Benson Idahosa University your choice.

Best Regards

ITOYA, Vinton-Okiedo *FICA, MANUPA*

Registrar/Secretary to Council.

DIRECTOR CAMPUS LIFE



I am happy to congratulate you on your admission to our great university. Your journey has just moved into the next phase of your life, a phase now concerned with attaining achievements towards leaving a legacy.

Your stay at Benson Idahosa University will prepare you for the task at hand by enriching your life through any number

of activities that will hold during your stay here on campus.

We have exceptionally moving Chapel services, especially friendly Campus Life staff members and outstanding Cell meetings that will uplift your spirits, having the potential to prepare you for the next phase of your lives.

I will like to challenge you with borrowed words from a US actor Michael J. Fox, “I am careful not to confuse excellence with perfection. Excellence, I can reach for; perfection is God's business”.

While it is good to set high expectation for yourself, always remember that mistakes build character and without them it is difficult for us to learn.

In all that you do from this day forward, remember that attitude, character and integrity will follow you for the rest of your lives. Therefore, as you attempt to achieve a humble attitude, unshakeable character and impeccable integrity, then you would have won the challenge to change Nigeria and eventually the world.

Never forget we love you and we are always praying for you.

Rev (Mrs.) Laurie Idahosa.
Director, Campus Life.

OFFICE OF THE DEAN OF STUDENTS



I welcome you to this noble, Christ-Centered citadel of learning, Benson Idahosa University, where we champion Academic excellence with Godliness. This student handbook will give you a formal notification and explanation of the University codes, regulations, policies and procedures. It is essential and your responsibility to read it.

The first set of graduates was nurtured and hatched out in 2007. We pridefully note that our students excel in their chosen careers, attested by a series of commendation letters and awards.

Being a Christian university, the students are subjected to studying God's word and putting it into practice. Benson Idahosa University is a university that caters for students spiritually and academically, as evidenced by the Campus Life Division here on campus.

The Student Affairs Division is designed to attend to the welfare and general wellbeing of the students of Benson Idahosa University. The Student Affairs Division of the

University is responsible to the Vice chancellor for the day to day administration of the student's wellbeing both academically and socially. Also included in their assignment is the responsibility of enforcing the rules and regulations guiding students' successful stay on campus. The Principal Officers of the Division are the Dean, Student Affairs and the Student Affairs Officer.

The school has well-trained security personnel and gadgets to enable tight security on campus. The hostel accommodation is second to none, with adequate social amenities. The Health Centre is well equipped and up to standard to meet the needs of students even in medical emergencies.

Once again, I welcome you to Benson Idahosa University, and we are here to make your period of stay with us a productive one.

Prof. (Mrs.) Mabel. O. Ehigiator,
Dean Students Affairs & Professor of Physics
(Geophysics)
MNIP, MNAPE, MSPE, MSEG, MNMGS



ABOUT THE CHURCH OF GOD MISSION INTERNATIONAL INCORPORATED (CGMI)

Church of God Mission Int'l is a Pentecostal denomination founded by Archbishop Benson Idahosa in 1962, inaugurated as a Church on October 26, 1968 and incorporated on September 18, 1974.

It is a Bible-believing Church with its Global Headquarters at No. 1, Faith Way, Upper Adesuwa Road, G. R. A. Benin City. Through the years, it has given birth to many branches in Nigeria and around the world. The Church is presided over by our Chancellor, Archbishop M. E. Benson Idahosa OON,

together with seasoned and clergy working with the vision.

The vision of Church of God Mission International (CGMI) is Raising Leaders with a Global passion deeply rooted in Christ through the process of Right Living, Team work, Evangelism and Prayer.

There are many parastatals established by the founder of the Church through which the vision is being fulfilled: Benson Idahosa University; Word of Faith Group of Schools; Faith Medi-plex group of Hospitals; IWO Media; ALL Nation for Christ Bible Institute; Christian Women Fellowship Int'l; International Leadership Resource Institute, etc.

The weekly activities of the Church are organized to train and equip leaders to be effective disciples for Christ in society. Benson Idahosa University Students are mandated to fellowship at any of the branches of CGMI. The most accessible branches to the campus are:

- * CGMI Peniel Chapel, Benson Idahosa University Campus;
- * CGMI Faith Arena, International Headquarter, Upper Adesuwa, G.R.A. Benin City;
- * CGMI Miracle Centre, Airport Road, Benin City; or

CGMI Church Unusual JBS Estate, Off Boundary Road, off Upper Adesuwa ,G.R.A., Benin City.

Buses are available to take students to/fro the above venues.

For more information on Church of God Mission Int'l (CGMI), please visit the Campus Life Office or the Church of God Mission Int'l (CGMI) headquarters.

BRIEF HISTORY OF BENIN CITY

OBA EWARE II

40th Oba of Benin Kingdom



ABOUT BENIN CITY

Benin City, the capital of Edo State of Nigeria, is one of the most calm and peaceful cities in Nigeria. Being one of the oldest cities in Nigeria, Benin City is known for its cultural values and relics.

Benin City is also where the seat of power of the ancient Benin Empire, and the political enclave of Edo State. The

Office of the Governor is situated on Dennis Osadebe Avenue in G.R.A. Benin City. The State is governed by a democratically elected Governor that is in charge of the day-to-day administration.

The Kingdom is ruled by a monarch, known and referred to as the Oba. The Oba or King of the Benin Kingdom is in charge of the traditional affairs of the kingdom.

The name Benin is a Portuguese corruption of the original name Ubini which came into use in the 1400s. This name

was corrupted by the Portuguese into Bini and then later further corrupted to Benin around 1485.

The ancient city of Benin, as it is popularly referred to, has one of the best road networks in the country. There are a thousand and one ways to locate the Metropolitan city (“RING ROAD”), classified as the centre of the city.

Benin is a city full of life and activities and is developing rapidly to meet up with world's standard as a mega city.



RING ROAD BENIN CITY

This is the city where Benson Idahosa University is strategically located.

Interesting Tourist attractions in Benin:

- The Oba's Palace
- Oba Akenzua Cultural Centre (Ministry of Culture and Tourism)
- The Ogba Zoo
- The Bini moats
- National Museums and Monument, Ring Road

Transportation: Benin is accessible by air and land. The mode of transportation in and around the city is both public and private.

Other Universities in Edo State

- Ambrose Alli University (AAU), Ekpoma;
- University of Benin, (UNIBEN), Ugbowo, Benin City;
- Igbinedion University (IOU), Okada;
- Wellspring University, Oko-ogba, Benn City
- Samuel Adegbayega University
- Tayo Akpata University of Education
- Edo University, Iyamho

STATEMENT OF PURPOSE

Welcome to Benson Idahosa University. We are an institution that raises leaders who change Nigeria and win this generation for Christ through excellence in character development and academic programmes.

We are committed to guide you in the pursuit of the realization of truth and the achievement of your full potentials. We seek to make you a whole person-spiritually alive, physical disciplined, intellectually alert and fully knowledgeable. To this end, it is very important that you understand who we are and who we are striving to be in Christ as an academic institution.

Many years ago, God told our founder, Most Reverend (Professor) Benson Idahosa, to set up an institution which would produce men and women in all professions, who would go into the world to work with the fire of the Holy Ghost, and win the world for Christ. God's injunction led him to establish Christian Faith University, which later became Benson Idahosa University, to preserve his legacy.

At Benson Idahosa University, we believe that a good instrument in the hands of God be academically and spiritually balanced. A sound mind in a sound body, coupled with proper spiritual development in a healthy environment, will produce wholesome men and women who will contribute to the greatness of our nation. It is our mission to

raise leaders who are complete in spirit, mind and body, thus furnishing our nation, our continent and our world with high level leadership and quality manpower. This is what we aspire to accomplish in you.

Everything we do here at Benson Idahosa University therefore is aimed at making you a leader. We are also committed to discovering and developing new ways to help you become whole. One of the most important ways we can assist you in attaining and maintaining wholeness is through encouraging you in the building of strong and honest relationship with God and man.

It is with this in mind that we present The Benson Idahosa University Student Code of honour. This code is based on the Apostle Paul's charge to Timothy during his time of training and development; therefore, we charge you to:

“Let no one despise you youth, but be an example to the believers in words, in conduct, in love, in spirit, in faith, in purity.” (1 Tim. 2:17).

FOUNDER'S VISION AND MISSION



The vision and mission of Benson Idahosa University flows from its divine mandate, which was God's word spoken to its founder. His vision 'Go' in Christ's name to the ends of the word with the fire of the Holy Ghost to impart truth by precept and example.

VISION

We are a university that will raise academics, professionals and entrepreneur, who will be effective disciples for Christ by excelling in their professional fields. Benson Idahosa University aspires to be a model for “academic excellence with Godliness” and will be distinguished by high performance in interdisciplinary research, addressing national and international problems, eliminating wrong behavioural patterns among students and becoming a storehouse of knowledge to be used for the benefits of mankind on Christian ethical principles. We are designed to change the nation and the continent by changing one student's life at a time.

THE MISSION

Benson Idahosa University is a private Christian University, providing state-of-the-art undergraduate, postgraduate and professional education. We are committed to the mission of raising leaders for the nation, who are complete in spirit, mind and body, thus contributing to the production of high-level leadership and quality manpower for the nation and the world.

Our key services are teaching, research, community development and character building. We perform these functions by judiciously utilizing current Information and Communication Technology, networking with similar institutions worldwide, putting people first in our operations and emphasizing Christian ethical values. The beneficiaries of the University's service are students, employers, and employees, present and future generations, Nigeria and the global community.



THE BENSON IDAHOSA UNIVERSITY VISION AND MISSION

Vision

Benson Idahosa University aspires to be model for Academics, Professionals and Entrepreneurs, who will be effective disciples for Christ by excelling in their professional fields. It will be distinguished by high performance in interdisciplinary research, addressing national and international problems, eliminating wrong behavioural patterns among students and becoming a storehouse of knowledge to be used for benefit of mankind on Christian ethical principles designed to change the nation and the continent by changing one student's life at a time.

Our Mission

Benson Idahosa University is a private Christian University providing state-of-the-art undergraduate, postgraduate and professional education. We are committed to the mission of raising leaders for the nation, who are complete in spirit, mind and body, thus contributing to the production

of high-level leadership and quality manpower for the nation and the world. We perform these functions by judiciously utilizing current information and communication technology, networking with similar institutions worldwide, putting people first in operations and emphasizing Christian ethical values. The beneficiaries of the University's service are students, employers of labour, present and future generations, Nigeria and the global community.

Core Purpose

Change Nigeria

Our Core Values (TOP-TIAA)

Teamwork

Ownership Mentality

People Matter

Transparency & Integrity

Innovation

Accountability

Academic excellence with Godliness

THE BIU LOGO



The Benson Idahosa University Logo, which is mainly in the University's colours of gold and white, is supportive of the Benson Idahosa University philosophy. God in the logo signifies excellence, wisdom, dignity and knowledge while white signifies

truth and purity.

More specifically, the Benson Idahosa University logo consists of a shield surrounded by leaves with a flame and sword at its head and a Latin phrase on the shield. While these images come together to form an aesthetically pleasing design, the complete logo is full of symbolism;

The shield represents the Biblical Shield of Faith, which is the standard that we raise against false knowledge. The sword represents the sword of the spirit, which is the Word of God. As a Christian University, our principles and beliefs are based upon the Word and its infallibility. At the center of the shield is a cross which reminds us of our Lord Jesus Christ and the sacrifice he made for our salvation.

The cross is empty because Jesus died, was buried, and rose again. The flame represents the Holy Spirit, who leads

us into all truth.

The sword in the logo points us to God the Father, the cross points us to God the son, and the flame points us to God the Holy Spirit.

The triquetra on the top right corner is an ancient symbol of the trinity. It comprises three interwoven arcs, distinct yet equal and inseparable. God the Father, the Son and the Holy Spirit are three distinct yet equal persons and indivisibly One God.

The Latin words, “*Semper Fidelis*” on the shield means, “Always Faithful.” Benson Idahosa University, in pursuing its philosophy, goals and objectives will remain faithful to its ideals just as God Almighty is faithful to His Word. Not only will we remain faithful to Him, he will also be faithful to us.

The leaves surrounding the shield represent fruitfulness. As we pursue excellence in academics, with God as our center, producing whole persons, we are confident that Benson Idahosa University will be a very fruitful institution.

Finally, at the base of the Logo is the University motto “Academic Excellence with Godliness.”

THE BENSON IDAHOSA UNIVERSITY WAY (THE BIU WAY)

Lead the CHANGE.....

The Benson Idaho University Way is a culture of Leadership and Cultivation. Benson Idaho University place value on Servant Leadership.

And whosoever of you will be the first, shall be servant of all (Mark 10:44).

It is a culture that is unique to Benson Idaho University and is based on the Bible. It recognizes the importance of EVERYONE and the role they play in the development of the organization. It cultivates talents and lifts people. We believe that 'ideas have zero value without execution behind them'.

We are transiting from Good to Great!

From take The Lead' to Lead The Change!

- L Leadership
- E Effective
- A Academic Excellence
- D Diligence

- T Teamwork
- H Holiness
- E Encouragement

- C Character
- H Humility
- A Achievement
- H National Transformation
- G Global Impact
- E Excellence in Everything

**BENSON IDAHOSA UNIVERSITY
CODE OF HONOUR**



Lead the Change ...

BENSON IDAHOSA UNIVERSITY

CODE OF HONOUR

As one applying for membership in the Benson Idahosa University community, you are to read the Code of Honour Pledge and sign it.

Signing the Code of Honour Pledge is an indication that you have accepted the entire code and that you are now a bonafide student of Benson Idahosa University and a member of our community. Regardless of your faith, creed or race, every student in every circumstance must comply with the Benson Idahosa University way of life.

NOTE: Please read the Code of Honour Pledge very carefully. You are to sign the two copies enclosed, detach the second copy and return it to the Registrar's office before you continue with other registration formalities. Your decision to sign and return the Code of Honour Pledge is an indication of your acceptance of the rules and regulations guiding the Benson Idahosa University's community.

Benson Idahosa University is committed to cultivating an environment which is spiritually, academically, emotionally and physically safe for all; and will therefore always act in the interest of protecting our students and staff and preserving our purpose.

As a student, you are privileged to be here and we reserve

the right to withdraw that privilege at any time.

PLEDGE

I pledge to live up to the standard of living as dictated in the Code of Conduct of Benson Idahosa University.

NAME OF STUDENT: (in Capital) _____

COURSE: _____

FACULTY: _____

DEPARTMENT: _____

YEAR OF ENTRY: _____

SIGNATURE AND DATE: _____

THE BENSON IDAHOSA UNIVERSITY STUDENT CODE OF HONOUR PLEDGE

In signing the Code of honour, I fully recognize that Benson Idahosa University was founded to be and is committed to being a Christian institution and as such it fosters a lifestyle of commitment to Jesus Christ as personal Saviour and Lord. As a student of Benson Idahosa University and one who represents the University, it is my personal commitment to be a person of integrity in word, in conduct, in love, in spirit, in faith and in purity.

1. I PLEDGE to grow in my spirit by developing my own relationship with God.
2. I PLEDGE to develop my body with sound health habits through proper feeding and exercise.
3. I PLEDGE to cultivate good relationships with others by seeking to love them with the love of God and be at peace with all.
4. I PLEDGE to keep my total being from all immoral and illegal acts and habits whether on or off campus. (To this end, I will not take illegal/hard drugs; I will not commit illicit sexual acts; I will not take tobacco; I will not take alcohol; and I will not engage in any behaviour that is contrary to the rules and regulations of the University.
5. I PLEDGE to promptly attend classes, all required

chapel services on campus, and on Sunday to attend the house of worship of my choice, a place where Jesus Christ is exalted as Lord and Saviour.

6. I PLEDGE to abide by the rules and regulations that are adopted by the University Administration. I understand that Benson Idahosa University is a private institution and I therefore have no vested right in the governing of the school.
7. I PLEDGE NEVER to join cults or participate in secret and nocturnal organizations under any guise. (A standing curse is upon cultism in Benson Idahosa University. "Cursed be any man who participates or brings cultism into Christian Faith University" declared the Founding Father of Benson Idahosa University, Archbishop B. A. Idahosa).

I accept that Benson Idahosa University reserves the right to require the withdrawal of my studentship at any time if deemed appropriate in the judgement of the Vice Chancellor of the University or the University Disciplinary Committee. Such action may be deemed necessary to safeguard Benson Idahosa University's ideals of scholarship or its spiritual and moral atmosphere as a Christian University.

I will carefully keep the BENSON IDAHOSA UNIVERSITY STUDENT CODE OF HONOUR. I understand that with the signing of this document I enter into a contract with Benson

Idahosa University to keep the entire Code of Honour and thus, it becomes a part of my permanent file.

NAME OF STUDENT: (in Capital) _____

COURSE: _____

FACULTY: _____

DEPARTMENT: _____

YEAR OF ENTRY: _____

SIGNATURE AND DATE: _____



(Benson Idahosa University Heritage Campus Ugbor G.R.A Benin City.)

WHO WHAT WHERE?

REGISTRAR'S OFFICE

The Registrar's Office is in the Central Administration Building. The office is responsible for research, recordkeeping, report and data pertaining to students' academic files. These services are made available to students, faculty, parents, and stakeholders.

Contact the Registrar's Office for the following:

- * Official transcript; - student can apply after payment of the approved fee.
- * Student enrolment verification information
- * Deferment of admission;
- * Interpretation of academic policies and procedures, or
- * Special request concerning your student's status.
- * NYSC mobilization
- * Student disciplinary matters.
- * Student scholarship/Bursary

MONITORING THE STUDENTS FOR PROPER DRESSCODE

From the Academic point of view, students would be monitored for dress code through the faculties, Departments as well as the lecturers through templates for

booking that would be sent to the faculties on weekly basis. The Deans of faculties shall return the templates used for booking the students at the end of the working week. Defaulted students shall be tried and sanctioned in not more than three working days of submission. All staff members are expected to drive this purpose as booking templates would be made available to their heads of units.

ADMISSIONS OFFICE

The Admissions Office located in the Central Administration Building. It processes applications for entrance interviews and screening, publication of admission lists, and screening of submitted credentials to ensure that entry requirements are met. Contact the admissions office for question regarding:

- * The status of your application if your process is not complete or if you are still awaiting results;
- * Issuance of admission letters;
- * Issuance of clearance slips for registration; or general questions about the University.

BURSARY (FINANCIAL SERVICE UNIT)

The Bursary Unit is also located in the Central Administration Building and it is where all financial transactions within Benson Idahosa University are carried out. The student's fulfilment of his or her financial

commitment to the University determines whether he/she is a bonafide student. Upon arrival to the campus, students should verify from the office fees to be paid.

Fees must be paid through the online platforms available on the students' portal. Online payment can be made either using Debit cards (ATM card) or printing the invoice page indicating the fees and paying through the customer's bank. Other payment (Fines, Convocation & certificate, transcript, etc.) must be made to designated bank accounts as approved by the Bursary unit.

School fees to be paid within four weeks of resumption. Payments made after six weeks of resumption are deemed late and attract a penalty of ₦25,000. Also, course registration made after six weeks of resumption attracts the same fine.

LIBRARY

The library is a twin building adjacent to the Central administration: It is called the Learning Resource Centre. It occupies the ground and first floor of the building.

The Benson Idahosa University Library is stocked with a large collection of books, tapes, newspapers and journals for the benefit of our students. The library also provides access to virtual Libraries and research databases around the world. As soon as all fees are paid and proper clearances obtained, students are permitted to access the

library resources with the presentation of his/her Benson Idaho sa University Library Identification Card.

Students are expected to maintain the Benson Idaho sa University dree-code of being decently dressed during official and unofficial hours when utilizing the library.

The library hours are as follows:

During the semester:

Monday- Friday:	8:00am – 6:00pm
Saturday:	10:00am – 4:00pm
Sunday:	1:00pm – 6:00pm

Public Holidays: Closed.

During Vacation:

Monday – Friday:	8:00am – 4:00pm
Saturday:	Closed
Sunday:	Closed

For Library Registration you would need to provide the following:

1. Evidence of payment of school fees receipt or teller.
2. 2 passport size photographs (for new students)
3. Submission of library cards of the previous session
4. One passport photograph (Returning students) only.
5. N300 for purchase of Guide to Library use (New students only).

6. Fines on defaulting rules, see the Guide to Library use.
7. Registration is also carried out at the Legacy Campus at the various faculty listed below
 1. Faculty of Engineering library.
 2. Faculty of Science library.
 3. Faculty of Education library.
 4. Faculty of Agriculture library.

Note, all other faculties not listed above are to register in the main library at the Heritage Campus.

See Guide to Library use for in-depth information about the library services, Benson Idahosa University.

FACULTY

The Faculties are located in different parts of the University. Your individual faculties are responsible for the issuance of course registration forms. The above will only be issued to students who show their receipt of payment of fees and vicarious clearances not later than four weeks after resumption. Failure to do so would mean voluntary withdrawal from the faculty.

STUDENT AFFAIRS DIVISION

The Student Affairs Division is designed to attend to the welfare and general wellbeing of the students of Benson Idahosa University. The Student Affairs Division of the University is responsible to the Vice chancellor for the day to day administration of the student's wellbeing both academically and socially. Also included in their assignment is the responsibility of enforcing the rules and regulations guiding students' successful stay on campus. The Principal Officers of the Division are the Dean, Student Affairs and the Student Affairs Officer.

OUR VISION

Our Vision is to support and promote the present and future well-being of students, making them become the world class Graduate in consonance with the Benson Idahosa University vision, mission and objectives. The Students'

Affairs Division of Benson Idahosa University is poised to uphold the core values of the University and enhance students' development and success through innovative programmes; supervision of the provision and delivery of services; as well as continued partnerships with other organs of the University.

OUR MISSION

Our Mission among other things seeks to provide a healthy learning environment for all categories of students by building and having a special relationship with our students. This we do by looking into all aspects of their lives as we groom them into the respectable, disciplined, studious and well natured disciples for Christ; ready to excel in their various professions and take up the world. We promote this by ensuring provision and delivery of all support services to serve the needs of the students.

Our concern in the Department is to collaborate with Students, Faculty and Staff to create a welcoming supportive and challenging environment that maximizes the opportunities for learning in order to achieve desired success.

Our Mission is to reinforce student's discipline, which makes Benson Idahosa University significantly different from others by giving exemplary and visionary leadership to all Students.

OUR SERVICES/ RESPONSIBILITIES:

The Division is saddled with the following duties and responsibilities.

i. BURSARY/SCHOLARSHIPS AWARDS

The Student Affairs Division is responsible for the handling of all Bursary/Scholarship related matters; it acts as a liaison between the various State governments, companies, other organizations etc. and the students.

ii. LETTERS OF INTRODUCTION/IDENTIFICATION

The Division is also responsible for the issuance of letters of identification, introduction and attestation to students in their dealings with external organizations and agencies.

It also provides letters of introduction/identification for students to the various State Scholarship Board.

iii. BIU INTERNATIONAL OFFICE (BIUIO)

The Student Affairs Division collaborates with the Co-ordinator BIU International Office to organize the following for students;

- a) Summer Abroad Studies
- b) International Linkages
- c) Holiday travels and tours

iv. NATIONAL YOUTH SERVICE CORPS (NYSC) MOBILIZATION

The Division is responsible for the effective mobilization of all graduates of the University for the NYSC programme.

All University graduates are mobilized all-year-round to participate in any of the 3 batches available for the National Youth Service Corps programme (NYSC).

v. **STUDENT'S DISCIPLINARY MATTERS**

The Students' Affairs Division is saddled with the responsibility to discipline students and regulate their conducts using the University's Student Hand Book (Code of Conduct).

The Division is responsible for the keeping of the disciplinary records and statistics of the students issuance of letters for all disciplinary matters amongst others.

HEALTH SERVICES

Through our partnership with Hygeia HMO, our campus is equipped with a 24-hour medical clinic. The clinic is staffed round the clock with licenced Physicians and Nurses. Students can come and present their 'Student Health Insurance' Identification Card and receive treatment, laboratory investigation and the prescription and dispensing of drugs. Please note, a student cannot be treated until he/she has presented his/her 'Student Health Insurance' ID card which is usually issued upon payment of the necessary approved fee. A leaflet with the full explanation of 'Student Health Insurance' services and its benefits is available. Registration with student Health Insurance is compulsory for all full time, part- time and Postgraduate students.



CAFETERIA SERVICES

The Benson Idahosa University cafeteria is located between the Central Administrative Building and the Faculty of Arts and Education. Students are expected to maintain the Benson Idahosa University dress-code of being decently dressed during official and unofficial hours when utilizing the cafeteria.



Cafeteria Services Schedule:

7:00am – 9:15pm daily including Sundays

Students pay out of pocket for their meals. Well prepared and beautifully seasoned meals range from sumptuous Nigerian dishes to intercontinental and seasonal fruits.

For any suggestions/complaints, please channel them to Student Affairs Division.

CAMPUS LIFE DIVISION (CLD)

The Campus Life Division is located in the classroom block adjacent to the Learning Resource Centred (LRC). Campus Life Division is responsible for some non- academic matters that affect students of Benson Idahosa University, including Student disciplinary issues to the Vice Chancellor that emanate from resident Advisors and Hall Administrators. All issues regarding Resident Advisors and Student Chaplaints should be channelled to the CLD. The division is also responsible for the dissemination of information to students.

SPORTS AND EVENTS UNIT AT BENSON IDAHOSA UNIVERSITY

Benson Idahosa University is the leading Private University in sports in Nigeria. Our students are encouraged to participate in any of the following sporting activities in the male and female category;

Athletics (tracks and field), Badminton, Basketball, Chess, Cricket, Handball, Table Tennis, Scrabbles, Squash, Swimming, Football and Volleyball.

- 1) Students wishing to apply for sports scholarship should apply through the Director, Campus Life Division to the Scholarship Review Board.

- 2) The University holds the following annual competitions: inter departmental, Football league, Basketball league, Tennis open championship, Table Tennis open championship, inter hall and inter Faculty games (Arch Bishop's Cup).
- 3) Students wishing to organize any competition within and outside the campus should write through the coordinator of sports and events, to the Director of Campus Life Division for approval.
- 4) Students participating in either recreational or competitive sports should be modestly dressed in sport wears and activities designated to various areas.

SPIRITUAL LIFE DEPARTMENT OF VARIOUS DIVISIONAL UNITS

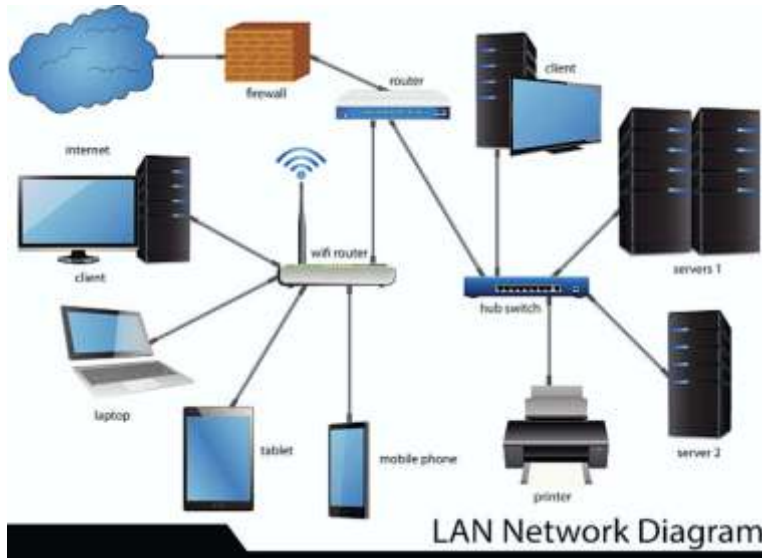
The Spiritual Life Division is located in the Campus Life Office. The Spiritual Life Division (SLD) oversees the spiritual well being of the students. All sports departmental professional associations, fellowships and groups which affects the spiritual life of the student are under the supervision of the SLD.

The SLD is responsible for cell meetings, CFI Campus Fellowship and Friday chapel services for staff and

students. No other fellowship is allowed in Benson Idahosa University without authorization. All students are by default members of CFI fellowship which is the only authorized fellowship on campus. The SLD organizes and sponsors several special events and outreaches in Benin City and surrounding communities.

The Spiritual Life Division also oversees the Student Chaplain programme. Chaplains are carefully selected and trained each year to help promote Christian growth and unity among students. They are responsible for daily morning devotions, weekly Bible studies and weekly prayer.





INFORMATION COMMUNICATION TECHNOLOGY (ICT) UNIT

The ICT Unit shares the same building with the library, which is directly opposite the Central Administrative block. The ICT Unit is responsible for the management, control and maintenance of all ICT resources such as the Edu-portal, Networks, Systems (Hardware and Software), WIFI, University domain (Benson Idahosa University.edu.ng) etc. Student's registration can be done in two modes, offline and online. However, either can serve (online is the default while offline fills in when internet is not available).

Blended Teaching and Learning Model (BTLM)

In continuation of our new teaching and learning mode, i.e. Blended Teaching and Learning Model (BTLM), which began Post-Covid, we sustained the participatory teaching with practical local examples for the students' easy understanding. Slow learners are scheduled for one-on-one tutorials to make up for missed points in the course teaching in the main classes. Assignments are frequently given to students in order to help them remember what they had learned in class. Group presentations are planned to encourage students to participate in their learning.

Students are encouraged to use the internet and electronic library in the course of study. They are also encouraged to form online tutorial groups where they can interact with one another. Extra classes with lecturers on the subject areas that pose some challenges to students are encouraged.

Attendance of webinars and other online educative forum for self-development is greatly encouraged. Note taking is also encouraged during lectures to enable students make referrals after lectures.

Student participation is further encouraged through the giving of topics for term paper presentation. Lecturers

are encouraged to use the coaching and case studies methodologies to teach their students how to use studio for practicals. The same applies to professional and applied courses. To further build on these, the University has obtained Memorandum of Understanding with several international universities to the benefit of our students and staff.

Teaching and learning are best practiced in an innovative and creative ambience. The following innovations is explored: Blended model which encompasses both the physical and virtual lectures via LMS, chat classrooms, zoom, google meet, LMS assignment submission etc. online CBT student quiz/test with the use of webcam and background observers is also sustained.

ONLINE MODE

The official website of Benson Idahosa University is www.biu.edu.ng. The University Edu portal is accessible via the URL www.biuportal.net.

Prospective students can apply for admission at www.biu.edu.ng/admissions. The students must have met the prerequisite UTME and entry requirements for the intending programmes and thereafter proceed with filling

out their details online and they will be processed for admission.

- Online purchase of forms
- Administration of Post UTME examination
- Issuance of admission letter
- Payment of admission acceptance fee via portal
- New students report to the admissions office for confirmation and verification of credentials.
- Go to educational services for issuance of matriculation number
- Clearance with bursary department
- Registration at the campus life division and hostel allocation on the portal
- Departmental registration (filling and endorsement of semester course form)
- Edu-portal online course registration
- ICT registration (ID card enrolment and collection, students email and WIFI access codes)
- Registration of courses on the Edu-portal and approval by Course Adviser

PHYSICAL REGISTRATION:

This is necessary as there may be downtimes

- Purchase of forms from liaison offices around the nation
- Administration of post UTME examination

- Issuance of admission letter at the different liaison offices
 - New students report to the admissions office for confirmation and verification of credentials.
 - Payment of admissions acceptance into the University's bank account
 - Go to educational; services for issuance of matriculation number
 - Clearance with bursary department
 - Registration at the campus life division
- ICT registration (ID card enrolment and collection, students email and WIFI access codes).

ADMISSION/REGISTRATION PROCEDURE FOR NEW STUDENTS

Students are advised to log on to the University *website* (www.biu.edu.ng) periodically for updated information regarding registration.

Admission Registration requirements for all new students;

(A) **Financial Services Department:**

Students are required to;

- Show original Admission Letter;
- Bank payment tellers for school fees/acceptance fees
- Submit a photocopy each of the aforementioned documents; and
- Collect a receipt and financial Services clearance slip.

(B) **Admission Office:**

- Presentation of original 'O' level result/certificates and direct entry qualification results for direct entry students in relevant subject areas. Each department has these requirements clearly stated in their faculty handbook or prospectus;
- Original Benson Idahosa University receipts for payment of all fees including school fees, acceptance fees and Student Health insurance;

- Collect the Benson Idahosa University Student Handbook;
- Presentation of original admission letter;
- Original JAMB result;
- Original Birth Certificate or sworn declaration of age;
- Completed Personal Data Form;
- Completed Code of Conduct pledge, signed and detached from the student handbook;
- Submit 2 photocopies each of all the items listed above; and
- Submit 2 passport photographs.

(C) **Benson Idahosa University Clinic:**

- Collect laboratory investigation forms/X-ray forms for processing at Faith Mediplex.
- Return all forms, lab and x-ray results to Health plus
- Return Health clearance to student Health Insurance Manager;
- Show bank payment teller for Student Health Insurance; and
- Receive Benson Idahosa University Student Health Insurance Identity Card or clearance card after obtaining medical clearance from Faith Mediplex or any approved hospital.

(D) **Campus Life Division**

- Organizes Pre-Medical Examination (for only 100 level and direct entry students) and confirm Campus Life registration.

The Campus Life Division ensures that students:

- show original Admission Letter;
- Show evidence of payment of including portal payment receipt, or school fees receipt
- Register for Spiritual Life Unit (Cell meeting registration)
- Register for sports and obtain gym card
- Register for Health Plus and obtain Clinic card
- Submit 4 passport photographs

(E) **Library Department**

- Show original Admission Letter;
- Show evidence of payment of all fees;
- Submit 1 coloured passport photograph; and
- Make a payment of N300.

(F) **Faculty Registration**

This is done at the Faculty Officer's Office.

Present the following:

- Original Admission Letter.
- Originals of all relevant academic

- certificates/statement of results;
- Original JAMB result;
 - Original Birth Certificate or sworn Declaration of Age;
 - Original Benson Idahosa University receipts for payment of all fees and all other levies;
 - Evidence of registration at the Financial Services Department (Student Account Section);
 - Admission office clearance slip;
 - 2 photocopies each of all the items listed above;
 - 2 passport photographs;
 - Purchase of Faculty/Departmental prospectus or handbook; and
 - Collect lecture time-table.

BIU

WORK-STUDY PROGRAMME

The Benson Idahosa university work-study programme is an initiative of the President of the University. It is aimed at alleviating the financial burdens of students while giving them the opportunity to develop essential work ethics which are needed in society's work force. The University has channelled resources towards facilitating the programme.

- Only full-time students on or off-campus are eligible for this programme.
- A maximum of 20 hours per week is allowed for each student.
- The programme is reviewed annually and any student found wanting in his/her duties may be relieved before the end of the school year or at the beginning of the new school year.
- A student can only work in a single department at a time.
- Students whose academic grades are being affected will be advised to withdraw from the programme.
- Each student would be accountable to a work-study superintendent, who would be

responsible for collating the evaluation form from the department where a student is assigned.

- Students must submit their evaluation form to the work-study superintendent the third week of every month to have their wages credited for the month.
- The wages earned from work-study will be applied to the student's next semester fees. For example, if a work-study student works in the first semester, he/she will be given credit against 2nd semester fees.

Eligibility

- A student with a genuine case of financial challenge (must possess verifiable evidence); or a student who wants work experience alongside the academics.
- A student duly registered with the University i.e., has gone through all registration processes admissions Office, Library, Campus Life Office, Faculty, Financial Services and student Health Insurance.
- A student who has no unresolved issue with the University. The student must not be a defaulter of chapel or bed-check (if resident on campus) or any

other regulation.

- A student with a minimum GPA of 3.0.

Work-Study Opportunities

1. Cafeteria
2. Farm/Poultry
3. Library
4. Chapel
5. Halls of Residence (hostel wardens)
6. Security Department
7. ICT
8. Faculties
9. Campus Life Office
10. Financial Services
11. Works Department

Application Process

1. The interested student should see the work-study superintendent at the Campus Life Office.
2. The work-study superintendent will ascertain eligibility of the student, give information on the vacancies in the various departments, give an application form and schedule on interview.
3. Two days before the schedule interview, the student must submit:
 - a. Completed application form with attached recent

passport size photograph with name boldly written behind it; and

- ii. Photocopy of valid student University ID card, recent medical report from the University clinic or Faith Mediplex, photocopy of birth certificate and photocopy of certificate of any training (if one has undergone any).

Interview:

The interview panel will comprise of the work-study superintendent and HOD of the Department of interest of the application. The student is expected to come with original copies of all photocopied documents submitted. Any student who misses his/her interview time would automatically be disqualified. Successful students would be notified two days after the interview.

Registration:

Successful students will collect their letters of appointment and go to financial services to register. An evaluation form, which they would pick and return monthly, would be given to them after registration with financial services from the Campus Life Office and a file opened for them. Photocopy of financial services registration slip would be put into the file and another one taken to the department of primary assignment. At the department, he/she reports to the HOD

and gets his/her work description given to him/her. The HOD assigns the student to the officer with whom he/she is to work.



Work Ethics

As soon as a student is engaged in work-study and the student has worked out his/her academic time-table to accommodate his/her work duties, he/she submits his weekly schedule to the work-study superintendent in the Campus Life Office, the HOD of the Department of employment and his/her immediate superior. If the submitted schedule is to change at any time, the student must communicate this to all persons concerned.

In case of sickness or unavoidable absence, the student must inform all three persons. He/she must also notify his or her immediate superior if he/she is running late at any time.

Students who are absent three times in a month without proper excuse forfeit their remuneration for that month (i.e. it would not be credited to them for the next session).

A student who wishes to terminate his employment contract before it is due must give two weeks prior notice and then inform all parties involved in the registration so that it would be properly documented. Failure to do this would mean forfeiting remuneration for that month.

EMERGENCY:

WHERE TO GO/WHAT TO DO

The health and safety of our students is of utmost concern to the University.

1. Health/Medical emergency

In the case of health/medical emergency, the place to go for assistance is the BENSON IDAHOSA UNIVERSITY clinic. Inform the Resident Advisor (RA) on your floor/HRA should you need assistance.

There are medical personal at all times to quickly respond to any medical or health related emergency, hence it is mandatory for all students to register with the Student Health Insurance Scheme (Health Plus) of the University. The registration ensures prompt and immediate attention in times of emergency.

2. Burglary and Other Security-Related Matters

In cases of burglary or any other form of robbery, which bothers on the use of force or weapons, the place to seek immediate assistance is the Security Unit of the University.

A student is free to approach any security personnel on campus and report the matter.

In addition, they can report to the Hall Administrator

in the hostel or the RAs who will then immediately alert the Security Unit for prompt action. Reporting to the RA is important in getting the assistance of Campus Life Office or Dean of Students.

3. Fire Outbreaks

In case of any fire outbreak, students are advised to do the following:

- i. Raise alarm to draw the attention of other students and immediately inform the RAs;
- ii. Immediately evacuate the entire building;
- iii. Attempt to put out the fire with the available and conspicuously placed fire extinguishers, if one has the knowledge of its usage.
- iv. Inform the Hall Administrator/Security Unit for necessary assistance; and
- v. Call the Campus Life Division emergency lines to report the fire. The fire service will be called immediately.

QUALIFICATION FOR FULL SCHOLARSHIP

- 1) To qualify for full scholarship, the athlete must participate in an individual sport such as Athletics, Swimming, Tennis, Badminton, Chess, Squash, etc., and must have a minimum of one gold or silver medal in a National competition e.g. Nigeria National Sports Festival, Nigeria University Games, West African University Games, Mobile Track and Field Championship, etc. Nigeria Private University Games is excluded.
- 2) Athlete must have at least a bronze medal in international competition within or outside the country.

To qualify for partial scholarship in individual sports, the athlete must have a minimum of:

- a) Two Gold Medals in Nigeria Private University games; and
- b) One Bronze medal in NUGA, WAUG, Mobile (Track & Field) championships.
- c) No full scholarship is awarded for now for those in team sports (e.g., Basketball, Football, Volleyball, etc.) except as otherwise directed by the Vice Chancellor and/ or President.

SCHOLARSHIP FOR TEAM SPORTS

To qualify for partial scholarship in team sports the athlete must:

- a) Either play for division 1 or 2 club side; OR
- b) Represent his/her state in national/international competition.

UNIVERSITY SPORT FACILITIES

Gymnasium

Football pitch

Basket Ball Court

Tennis Court

Volleyball Court



RENEWAL OF SCHOLARSHIP FOR EITHER FULL OR PARTIAL

To maintain the scholarship either full or partial, an athlete must:

1. Maintain a GPA of 2.5 every semester.
2. Represent the University and win a medal during any competition e.g., NPUGA, NUGA.
3. Not in any way break any University rules and regulations; this may jeopardize the athlete's scholarship.
4. Carry the spirit of sportsmanship in and outside the University.



ACADEMICS

A student should not exceed a maximum of six (6) years for a four (4) year programme and seven (7) years for a five-year programme.

The implication of the above is that a student, who is unable to graduate within the stipulated time-frame prescribed above, will automatically lose his/her studentship.

There are some salient academic issues that every student needs to know;

These include the following:

1. Gaining admission with fake, incomplete, false or forged results is a grave offence. Each department within the University has its own specific admission requirements which must be met by every new student before matriculation. Failure to meet the above departmental requirements has its specific sanctions.
2. Students are required to register for all course they are taking at each semester. For students with carry-over courses, they are required to register for carry-over course first, before their new courses. Registration for courses are to be done within the stipulated time at each semester, as failure to

register within the stipulated time will attract some forms of sanctions.

3. Under no circumstances shall the Faculty/Department allow a new student to register after matriculation.
4. The use of cell phones is prohibited during lectures, test, examinations and other academic related activities.

5. Grading System

The grading system is as follows:

Mark	Grade	Point
70 – 100	A	5
60 – 69	B	4
50 – 59	C	3
45 – 49	D	2
44 - 40	E	1
Below 40	F	0

Degree Classification

The degree classification grading system is as follows:

Range	Class of Degree
4.5 – 5.0	1 st Class
3.5 – 4.4	2 nd Class upper division
2.5 – 3.4	2 nd Class lower division
Below 2.4	Third class

Important Notes:

- i. Core course are courses that all students in the Department must pass and which will be used in computing the final results. Core courses are marked C.
- ii. Mandatory courses are those that all students in the Department must pass in order to graduate in their chosen options.
- iii. A pre-requisite course is one that must be taken and passed before the student can take certain more advanced courses.
- iv. Elective courses are those that may be taken (in addition to core and mandatory courses), in order to make up the minimum credit requirement or out of personal interest.
- v. Maximum credit load per semester is 24 Credits

while minimum is 15 credits load per semester.

- vi. Students must register for the courses carried over from the previous level before those for the new level.

Examinations Requirements

1. It is mandatory for students to attend lectures at all times. Any student who does not meet the 75% attendance for lectures in a semester shall not be eligible to take any examination in that course.
2. Any student who comes thirty minutes after the commencement of any examination will not be allowed to write the examination. He/she will be deemed to have failed that particular examination.
3. Any student who cheats, impersonate or engages in any form of examination misconduct will be appropriately sanctioned as stipulated in the Faculty/Department handbook/prosperous.
4. No student shall be allowed to take any examination in a course he/she has not registered for. Marks scores for course not registered for, will be discouraged.

Minimum Credits Required for Promotion/Probation/Withdrawal

1. To be promoted to the next level, a student must pass at least 50% of the credits load for that session.
2. Student who could not pass or accumulate 25%-49% of credits load at the end of the session can either seek inter-faculty transfer or remain in the faculty on probation (repeat the class).
3. Any student who fails to withdraw from the faculty. He/she may also transfer to another Faculty if he/she meets their academic requirement.
4. Any student who has previously transferred from another Faculty gone on probation and still fails to accumulate 25% of the credits load at the end of the session shall be advised to withdraw from the University.

INTER PERSONAL RELATIONSHIPS

“If it is possible, as much as depends on you, live peaceably with all men,” Romans 12:18.

1. A student of this University is not permitted to fight, whether on or off campus.
2. A student should not physically, verbally or sexually assault another student, member of the University

staff or campus visitor.

3. A student shall not engage in betting and gambling activities.
4. A student shall not engage in theft or attempted theft.
5. A student shall not engage in sexual acts with anyone other than his or her legal spouse.
6. A student shall not pose a threat of harm to the health or life of other students, staff or visitors.
7. A student shall not belong to any student related club, society or organization on campus not registered and approved by the university.
8. A student shall not engage in any act that constitutes an offence under the laws of the country.
9. A student should not engage in advanced fee fraud, cybercrime or hacking activities.
10. Students should not engage in wild parties, clubbing smoking, drinking on and off campus.

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the University. Sanctions range from fines to expulsion and in severe cases the student may be handed over to the police. (See page on suggested sanctions). It is at the discretion of the disciplinary panel to allow students to do physical work in

lieu of fines and to undergo intense counselling building in lieu of heavier sanctions.

Summary

Romans 12:10 instructs us to be kindly affectionate to one another with brotherly love, in honour giving preference to one another. One of the aims of this University is to help students develop sound interpersonal relationships with one another in preparation for a successful life. By adhering to these standards, a student will find that he/she will be successful in relationships in the workplace and family.

HALLS OF RESIDENCE

“We urge you brethren, that you increase more and more; that you also aspire to lead a quiet life, to mind your own business, and to work with your own hands... *That you may walk properly towards those who are outside and that may lack nothing*” 1 Thessalonians 4:10b-12

1. The rooms in the halls of residence are for full-time BENSON IDAHOSA UNIVERSITY students only. Outside visitors are not permitted at any time (see 5).
2. All students must reside in the halls of residence. Permission to live off campus must be given in writing from the Campus Life Office duly signed by the

appropriate authority.

3. A student shall occupy the bed space allocated to him/her; Allocated bed spaces are not transferable.
4. All rooms should be kept clean and tidy.
5. All visitors are to be received in the students' common room between 8:00am and 7:00pm daily. All visitors are subject to Benson Idahosa University and regulations.
6. All students must be in their rooms by 11:30pm for R.A. (Resident advisor) bed check.
7. Any form of scales is prohibited in halls of residence. All students shall use the Benson Idahosa University Student Business Centre for entrepreneurial pursuits or collect a permit from Student Services for business operation within the hostel.
8. Unauthorized male students are not permitted to enter the female hostel and vice versa and squatting is not allowed in the halls of residence.
9. A student shall not engage in possession or consumption of alcohol, tobacco and/or illegal drugs on/off campus. Prescription drugs, including prescription narcotics, should not be abused.
10. A student shall not possess guns or weapons of violence whether on or off campus.
11. Students are expected to respect the presence of other students in the halls of residence. To this end,

electronic gadgets such as radios, T.V. sets, playing of video games (P.S 3, Xbox) and loud speakers should not be used in a manner that would disturb the peace of other students.

12. Secular music and videos that exhibits behaviours and foul language which do not bring honour to God are not permitted on campus.
13. High voltage appliances such as industrial fans, fridges above 3 feet, hair stretcher, microwave, bread toaster, hot plate, ring boilers and so on, which cause voltage drain, should not be used in the hostels.
14. A student shall not damage or destroy any hostel property.
15. Each student is equally responsible for keeping the toilet and bath facilities neat and clean by cleaning it after every use. Ordinary paper must not be used in the toilets. Only toilet tissue is allowed. Only designated points are to be used for toilets, washing, and cleaning by students.
16. Water faucets are to be kept in the off position when not in use.
17. Students should use discretion by covering themselves and maintaining their personal privacy while walking through the corridors.
18. During vacations/closures, all room keys must be

returned to the porters at the porter's lodge. Under no circumstances should a student leave the campus overnight with a room key.

19. No student is permitted to organize any rowdy gathering or party in the rooms or common room areas.
20. No cooking is allowed inside the hostel.
21. Rooms are to be inspected and confirmed to be in satisfactory conditions before moving in. At the end of the session the rooms will be inspected thoroughly. If it is not in satisfactory condition the occupants of such rooms will be charged for cleaning and repairs

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the University. Sanctions range from fines to expulsion. (See page on suggested sanctions).

Summary

As a student and a member of the Benson Idahosa University, your behaviour in the halls of residence is important in creating a peaceful co-existence in the University.

DRESS CODE

The dress code is an important aspect of student life at Benson Idahosa University. The way you dress reflects who you are and how people see you. In the words of our founder, Archbishop B.A. Idahosa: “dress the way you want to be addressed”. Decency in one's dressing reflects Godliness and professionalism and is a distinguishing factor between Benson Idahosa University AND OTHER Universities. Decent dressing is defined as that which is neat and proper fitting. Resident advisors and all staff are empowered to enforce this dress code at all times.

A decent dressed student's clothing covers the body appropriately, is not tight fitting or excessively large and does not elaborately define the shape of the body. Benson Idahosa University official dress code hours run between 8:00am and 5:00pm while unofficial hours run between 5:00pm and 8:00am (the next day). However, decency in dressing is the 24-hour standard. It applies to all students; full-time and part-time and postgraduate.

MALE STUDENTS

Official Hours (8:00am – 5:00pm) and formal occasions (including Chapel service)

1. All male students should be formally dressed in a shirt and tie with properly fitting trousers and

business or formal shoes which have been polished with stocks.)

2. Students are permitted to dress in complete native wear only on Fridays and during chapel services only.
3. Shirts must always be tucked into trousers during official hours and jeans trousers of any shade are not be worn during official hours.
4. Shorts which are decent in lengths and T-shirts can be worn for physical exercise and sports activities. Please note that T-Shirt slogans must be decent. Slogans must be decent. Slogans should not connote alcoholic or tobacco brands and sexual, sleazy or insulting innuendos.
5. Hairs must be low, well cut and all facial hair neatly trimmed. Rastafarian hair, dreadlocks, jerry curls, afro, Mohawk and any other hairstyle *en vogue* not acceptable by Benson Idahosa University are not allowed. Dyeing of hair to any colour than black is prohibited.
6. Jewelleries such as hand chains, neck chains, native beads and non-marriage rings are prohibited during official hours except on Fridays when native attires are worn.

During unofficial hours male students are to maintain the

code of decency in dressing, but are permitted to dress as they are comfortable.

Students however, must be careful not to dress in clothes that are associated with secret cults (e.g. black shirt on black trousers, black berets etc)

Body piercings and tattoos are not allowed in Benson Idahosa University. Due to the permanence of these body markings, students are expected to register all body markings with the Campus Life Office on admission into Benson Idahosa University and are not expected to have any addition to them during their stay here. Previous ear piercings should not have earrings in them at all times.

FEMALE STUDENT DRESS CODE

Official hours (8:00am – 5:00pm) and formal occasions (including Chapel Services).

- 1. All female students** should be formally and decently dressed in a dress, skirt suit, trouser suit or a skirt with shirt, with neatly polished formal shoes. Casual sandals, slippers and stilettos of over 3inches are **NOTALLOWED!**
2. Students are permitted to dress in complete native wear only on Fridays and during chapel services. Native dressing should be modest and expose back area.
3. Trouser suits must be of the same material and may

be worn with a camisole

4. Dress and skirt hems **MUST NOT** be above the knees at any time.
5. Students should **NOT** wear caps, hats or veils.
6. Tank, halter, tube, spaghetti and low-cut tops and dresses are not permitted at any time.
7. Students should not wear materials that are see-through or excessively tight fitting at any time.
8. Shorts which are decent in length and T-shirts can be worn for physical exercise and sports activities. Please note that T-shirt slogans must be decent. Slogans should not connote alcoholic or tobacco brands and sexual, sleazy or insulting innuendos.
9. Jean and Khaki materials are not permitted during official hours.
10. Hairs styles must be neat and tidy at all times. Loud colours of hair extensions or highlights, such as red, purple, blue, green, blonde etc. Must not be used on the hairs, yarns, beaded hairstyles, Rastafarian hairstyles and dread locks are not allowed. Hairs do of extreme lengths such as to the waist or the waist or buttocks are not allowed.
11. Bra straps should not be exposed and panties should not be seen peeping through skirts or trousers at any time.
12. Excessively loud jewellery, big ear-rings, and anklets

are not allowed.

During unofficial hours, female students are to maintain the code of decency in dress, but are permitted to dress more comfortably. Female students are permitted to dress in trousers if they so desire between 5:00pm and 8:00am.

As a rule, for maintaining personal respect, each female student should remember to use discretion in selecting her clothes. She is not permitted to wear shirts above her knees, tank, halter, tube, spaghetti or low-cut tops; materials which are see through or clothes of any sort that are excessively tight fitting. As a matter of note, she should also be careful to wear proper undergarments at all times, including a bra, pants, a slip or camisole if necessary. King Solomon said it best in proverbs 11:2, "As a ring of gold in a swine's snout, so is lovely woman who lacks discretion."

Body piercing and tattoos are not allowed in Benson Idahosa University. Due to the permanence of these body markings, students are expected to register all body markings with the Student Services Division on admission into Benson Idahosa University and are not allowed in the upper lobe of the ear, navel, tongue and nose. Simple ear piercings are acceptable.

NOTE: For all students, during the official hours (8:00am-

5:00pm), boots, canvasses, 'timberland' shoes and slippers are NOT permitted for corporate dress. Only well-polished shoes are allowed.

Summary

Students not properly dressed during official hours will be turned back from lectures and will not be allowed into the library or Administration building. Continuous breach of the above will attract an invitation to appear before the Student Disciplinary Committee. (See page on recommended sanctions).

NOTE: Resident advisors and all members of staff are empowered to enforce the dress code for students of this institution. Continuous breach of these codes will attract sanctions ranging from fines to expulsion from the University.

UNIVERSITY PROPERTY

“He who troubles his own house will inherit the wind...”

Proverbs 11:29a

1. A student shall not illegally convert University property to personal use.
2. Students shall not move any University property (e.g., Chairs, tables, desks, beds, etc) from one place to another without permission.
3. A Student should not tamper with or alter electrical installations in the classrooms, room and other areas of the campus.
4. Students are to respect University property and should be careful not to deface the property. This includes, placing posters on walls or other illegal locations, writing on walls and desks, leaving trash on the ground, setting fires or performing unauthorized repairs.
5. A student shall not walk on or damage lawns and landscaping, including trees and ornamental plants.

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the Student Disciplinary Committee. Sanctions range from fines to expulsion and in severe cases the student may be handed over to the police. (See page on suggested sanctions).

ENVIRONMENTAL HEALTH AND SAFETY ISSUES

“Through wisdom a house is built, and by understanding it is established” Proverbs 24:3

1. A student shall not wash clothes in the rooms and corridors of the hostel.
2. Motorcycles and bicycles are not permitted inside the halls of residence.
3. Students are not permitted to cook in the rooms at any time.
4. Students shall dispose of all trash and garbage in dustbins.
5. A student shall discharge human waste in an unauthorized place.
6. A student shall not pour water or drop any item from hostel windows or verandas.
7. A student shall not create unauthorized entrances/exits in the hall of residence, e.g., through windows, mosquito nets etc.
8. A student shall not climb walls or fences.
9. Students should not use the fire extinguisher; except for cases of fire outbreak.
10. Students should not bath, urinate or defecate in their rooms or in corridors.

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the Student

Disciplinary Committee. Suggested Sanction ranges from fines to suspension from the hostel to expulsion.

ICT LABORATORY

It is the general expectation that Benson Idahosa University computer resources are to be used in a responsible, efficient, ethical and legal manner in accordance with the mission of the University. Unacceptable use of the network, including behaviours such as the following, will draw immediate sanctions.

Following will draw immediate sanctions.

Unacceptable uses include:

1. Illegal use of files (whether downloading, copying, playing, or displaying of music; video, image, documents, etc). Illegal file use is not permitted on Benson Idahosa University computers or any computer connected to the Benson Idahosa University network or personal modem/ISP
2. Peer to Peer file sharing of copyrighted material of any kind. Invasion of another of another's privacy by transmitting unauthorized files to the person. Making a video or taking of picture of a student or staff without consent and sending it via Bluetooth, instant messages and so on.
3. Storing of copyrighted material on the University's

Network storage devices.

4. Use of software that has not been legally purchased.
5. Illegal advertising or soliciting via email, mass e-mailing, or the like (e.g., 419 scams).
6. Use proxy servers or other methods to work around the guardian proxy that Benson Idahosa University has set up.
7. Any form of servers or router used to allow the user to have access without authentication (wireless access Points FTP servers).
8. Downloading, transferring, recording and viewing of pornography or other inappropriate materials.
9. Chat room and social network behaviour that violates the Honour Code.
10. Excessive bandwidth utilization (gaming is not prohibited if it does not use an excessive amount of bandwidth).
11. Probing unauthorized areas of the network (port scanners, etc).
12. Intentional or unintentional infection by viruses.

NOTE:

All Benson Idahosa University students are expected to maintain the decency of the Benson Idahosa University Code of Conduct on cyberspace and social networks e.g., Facebook, My Space, Twitter, HIS etc. social network

should be used responsibly.

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the Student Disciplinary Committee.

Suggested Sanctions ranging from fines to suspension from use of the IT Centre to expulsion.

UNIVERSITY REGULATIONS

Upon admission in to Benson Idahosa University students assume an obligation to obey all rules and regulations of the University, agree to preserve faithfully all property provided by the University for their education and agree to discharge their duties as students with diligence, fidelity and honour. Failure to comply with directives given by staff and student leaders while in performance of their duties is forbidden. Students who willingly disobey such directives will be subject to disciplinary action.

FALSIFICATION OF RECORDS/REPORTING

Students who knowingly falsify or help falsify any official University record are subject to rejection of application, cancellation of registration or suspension from the University. University records include enrolment or academic records, addresses, motor vehicle registration, class excuses, student identification, bank tellers, payment receipts or other official University documents.

INCENDIARIES

Students may not possess or use firecrackers, explosives, or any of such items in any University building or hostel, except such use as officially approved for University Programs. Violators are subject to disciplinary action by the Student Disciplinary Committee.

UNAUTHORIZED ENTRY

Students who enter University buildings, area, or hostel rooms without proper written authorization will be subject to sanctions.

USE OF THE BENSON IDAHOSA UNIVERSITY NAME

The use of the University's name, letterhead, logo or influence on behalf of any individual or group of individuals in the University community is prohibited.

CURFEW

The Security department has been instructed to close the University gates at 10:00pm each night. No one will be permitted to leave campus after 10:00pm. Any student entering the gate after this must drop his/her student identification with security and will retrieve it the following school day from the Campus Life Office. Students are expected to be in their rooms at 11:30pm for bed-check. Curfew time may change at any time at the discretion of the Vice Chancellor.

BENSON IDAHOSA UNIVERSITY STUDENT IDENTIFICATION CARD

Students are expected to have their Benson Idahosa University Student Identification Cards displayed at all times while on campus, and be ready to present them upon

request. Any one not able to identify him/herself will be detained by the security until properly identified.

PUBLIC DEMONSTRATION

As a Christian institution all things must be done in decency and in order. Therefore, public demonstrations are not allowed in the University. All grievances should be settled via dialogue following the normal lines of authority. Public demonstrations are punishable by expulsion.

REGISTRATION OF CLUB, ASSOCIATION AND ORGANIZATIONS

All clubs, association and organizations operating within the campus must be registered under the Campus Life Office.

For non-academic clubs or organizations, a letter must be written to the Director of campus Life by the proposed leader of the group stating the intent of the club, operating, list of leaders and patrons. A letter of approval or disapproval would be given before the club will be allowed to commence.

For academic clubs/associations, a letter must be written to the Director of Campus Life, through the head of the department by the proposed leader of the association.

Patrons for both academic and non-academic clubs, association and organizations must be people that portray the Benson Idahosa University ideals, especially patrons that are non-staff of the University. Patrons that are not

deemed fit will count against the approval of such a group.

All leaders of the various clubs, associations and organizations must be people that uphold the code of conduct of the University and possess a minimum GPA of 3.5. They will be screened by the Campus Life Division before they take mantle of leadership. This process will apply for subsequent elections or selections within the group. A leader that fails to meet the requirements will be told to step down from his/her proposed leadership position. All activities of the clubs, associations and organizations that are to take place outside the University must first get approval from the Campus Life Office before such an activity can be carried out. Permission for excursion will be made available ONLY through the Campus Life Office through the Head of the department.

Finance within all clubs, associations and organizations will be screened by the University's Financial Services Annually to upload accountability within the groups.

USE OF NARCOTICS OR ILLICIT DRUGS

In accordance with the Code of Honour Pledge coupled with our effort to maintain a “drug-free Campus” the Vice Chancellor may approve random drug testing on a student or group of students. Refusal to submit to a drug test may be construed as positive to narcotics or illicit drugs.

CODE OF CONDUCT

SPIRITUAL LIFE OF STUDENTS

“Watch and pray lest you enter into temptation. The spirit indeed is willing but the flesh is weak.” Matthew 26:41.

1. Prayer and communion with God: Prayer and communion with God through the word of God constitute a major and integral part in spiritual growth and a way of life at Benson Idahosa University. Your daily communion with God and prayer guarantees a fruitful and well guided life.
2. Chapel services Attendance: Cell meetings, CFI Tuesday campus fellowship and all chapel services are mandatory for all students of Benson Idahosa University.
3. Morning and Evening devotions are organized for students daily in all hotels. Students are therefore admonished to participate for their spiritual nourishment and development.
4. Classroom Worship: Prayer should be said before and after each lecture daily. Biblical integration and worship are part of every lecture.

5. Students are expected to attend church service on Sundays. All students are expected to attend any of the following CGMI churches; CGMI International Faith Arena; CGMI Church Unusual; CGMI Peniel Chapel and CGMI Miracle Centre. Permission to attend the CGMI churches must be obtained from the University Chaplain.
6. The use of GSM and other electronic gadgets are prohibited during chapel services. Students will not be allowed to make or receive calls and text during services.

Sanctions

Sanctions for the breach of any of these codes depend on the gravity of the breach as determined by the University. Sanctions range from fines to expulsion. (See page on suggested sanctions).

Summary

Spiritual growth is vital to maintaining your personal peace and your ability to endure all things. The Benson Idahosa University administrative and academic staff supports your spiritual growth and endeavour to create an atmosphere where you thrive. It is your responsibility to submit to Biblical principles and to develop yourself through Christian fellowship with God and man.

CODE OF CONDUCT: OFFENCES AND SANCTIONS

Same offences may incur Reinstatement after

Suspension of Student (RASS)

ALL WARNINGS BOTH WRITTEN AND VERBAL WILL BE PUT INTO THE STUDENT'S FILE.

SECTION ONE

BEHAVIOURAL OFFENCES	RECOMMENDED SANCTIONS
1. Possession and / or consumption of alcohol, tobacco and any mind-altering substances on/off campus.	1 st offences, suspension for one session. 2 nd offences, suspension for two sessions. 3 rd offences, expulsion
2. Association with those with alcohol, tobacco and /or illegal drugs on / off campus.	1 st offence, warning letter and ₦20,000 fine. 2 nd offence, suspension for one session. 3 rd offence, expulsion
3. Possession, usage of guns and / or association with those carrying weapons or sharp object with intention to harm on / off campus.	1 st offences, expulsion and handover to the police.
4. Playing secular music and videos that exhibit ungodly behaviour including pornography, foul language, extreme violence, horror films etc.	1 st offence, seizure of appliance, warning letter and fine of ₦20,000. 2 nd offence, suspension. 3 rd offence, expulsion

<p>5. Fighting on / off Campus.</p>	<p>(Depends on severity) 1st offence, suspension for one session. 2nd offence, suspension for two sessions. 3rd offence, expulsion</p>
<p>6. Sexual assault on another student or staff, on/off campus.</p>	<p>1st offence, expulsion and prosecution.</p>
<p>7. Betting, money lending and gambling.</p>	<p>1st offence, suspension for one session. 2nd offence, expulsion</p>
<p>8. Stealing or attempting to steal on/off campus.</p>	<p>(Depends on severity) 1st offence, suspension for one session (One semester for (RASS)). 2nd offence, suspension for two sessions (One session for RASS). 3rd Offence, Expulsion</p>
<p>9. Threatening other students, staff or visitors.</p>	<p>(Depends on severity) 1st offence, suspension for one session (with RASS) 2nd offence, expulsion and handover to the police</p>
<p>10. Forming and/or running of clubs, including spiritual bodies not approved or recognized by the university.</p>	<p>1st offence, warning letter, fine of ₦50,000 and disband. 2nd offence, suspension of all members of BIU involved. 3rd offence, expulsion and report to the police</p>
<p>11. Public demonstration</p>	<p>1st offence, suspension to expulsion depending on gravity</p>
<p>12. Unmarried female student becoming pregnant or male</p>	<p>1st offence, suspension for one session (with RASS). 2nd offence, expulsion</p>

student impregnating anyone. Whether she is a student or not of this institution.	
13. Participating, aiding and abetting abortion.	1 st Offence, Suspension for Two Sessions (With RASS) 2 nd Offence, expulsion
14. Illicit sexual activities	1 st offence suspension for one session. 2 nd offence, suspension for two sessions. 3 rd offence, expulsion.
15. Homosexuality, lesbianism and bisexuality.	(Depends on severity) 1 st offence, suspension for two sessions (with RASS) 2 nd offence, expulsion.
16. Adultery/fornication	(Depends on severity) 1 st offence, suspension for two sessions (with RASS) 2 nd offence, expulsion
17. Inappropriate public display of affection to some or opposite sex.	1 st offence, warning letter and ₦20000 fine. 2 nd offence, suspension for one session. 3 rd offence. expulsion
18. Collecting of money under false pretence (e.g. 419 scams).	(Depends on Severity) 1 st offence, refund of money and suspension for one session with RASS 2 nd offence, refund of money and suspension for two sessions with RASS 3 rd offence, expulsion
19. (a). Rudeness and/or verbal assault on staff or visitor by student.	1 st offence, fine of ₦75,000, Warning Letter and an apology.

	<p>2nd offence, suspension for one session. 3rd offence, expulsion.</p>
<p>19. (b). Verbal assault on student.</p>	<p>1st offence, fine of ₦20,000, Warning Letter and an apology. 2nd offence, suspension for one session. 3rd offence, expulsion</p>
<p>20. Physical assault on staff, student or visitor.</p>	<p>1st offence, suspension for one session with RASS. 2nd offence, expulsion</p>
<p>21. Failure to attend mandatory University functions without prior permission (such as University organized lectures, seminars, students' orientation, chapel, etc.).</p>	<p>1st offence, ₦10,000 fine and Warning Letter. 2nd offence, ₦20,000 fine and warning letter. 3rd offence, suspension for one session.</p>
<p>22. Coming into the University and/or interaction with guests outside the University's gate after curfew.</p>	<p>1st offence, ₦20,000 fine warning letter and community service. 2nd offence, suspension for one session. 3rd offence, expulsion.</p>
<p>23. Bringing unruly visitors on campus.</p>	<p>(Depend on severity) 1st offence, warning letter. 2nd offence, suspension for one session. 3rd offence, expulsion.</p>
<p>24. Rowdiness in corridors during official hours.</p>	<p>1st offence, warning letter. 2nd offence, warning letter and ₦5,000 fine. 3rd offence, ₦10,000 fine and community service.</p>
<p>25. Unauthorized use of cell phones or media devices for calls,</p>	<p>1st offence, seizure of device, ₦10,000 fine,</p>

browsing, instant messages, etc. during lectures or chapel.	Warning Letter and return after payment. 2 nd offence, seizure of device, fine of ₦20,000, Warning Letter and return after payment. 3 rd offence is suspension for one session.
26. Misinformation, misrepresentation or impersonation.	(Depends on severity) 1 st offence, suspension for one session and Letter of Apology from the student. 2 nd offence, suspension for two sessions with RASS. 3 rd offence, expulsion.
27. Cultism	1 st offence, expulsion and handover to the police.
28. Expelled student being found on campus.	Hand over to the police.
29. Failure to pay fines for offences committed within stipulated time.	Indefinite suspension until the fine is paid
30. Appearance on campus while under suspension without permission.	Suspension duration doubles.
31. Refusal to submit ID card when booked for an offence committed.	Community service and fine of ₦5,000.
32. Defacing our building	1 st offence, ₦10,000 fine 2 nd offence, ₦20,000 fine 3 rd offence, suspension for one session.

SECTION TWO

CHAPEL OFFENCES	RECOMMENDED SANCTIONS
1. Un-excused absence from Chapel Service.	1 st offence is N10,000 plus warning letter
For Permit for Chapel, excuse should be requested before Chapel Service and not after except for an emergency	2 nd offence is N20,000, warning letter 3 rd offence is Suspension with RASS
2. Unruly behaviour in Chapel. This includes insubordination to staff or student leaders, failure to participate, passing notes; talking at inappropriate times, use of phones aside using it to search scriptures or take notes,	1 st offence is N10,000 plus warning letter 2 nd offence, N20,000 plus, warning letter 3 rd offence is Suspension with RASS
3. Not attending CGMI Headquarter or any other authorized CGMI branch church approved by the University on a Sunday.	1 st offence is N10,000 plus warning letter 2 nd offence N20,000 plus warning letter 3 rd offence is Suspension with RASS
4. Unauthorized buses of other Churches driving into the school compound to pick up students for their Church Service is prohibited. Students	1 st offence is N5,000 plus warning letter 2 nd offence, N10,000 plus warning letter 3 rd offence is Suspension with RASS

found in such buses will be penalized.	
5. Students should not be found in the classrooms or hostels or seen loitering around during Chapel Services. All lectures and class activities are to end at least 30 minutes before the commencement of Chapel Service	1 st offence is N5,000 plus warning letter 2 nd offence, N10,000 plus warning letter 3 rd offence is Suspension with RASS
6. Unauthorized religious gatherings or group livestreaming	1 st offence is N10,000 plus warning letter 2 nd offence, N20,000 plus warning letter 3 rd offence is Suspension with RASS
7. Relocation of Chapel equipment or property from the chapel venue for personal or commercial use	1 st offence is N5,000 plus warning letter 2 nd offence, N10,000 plus warning letter 3 rd offence is Suspension with RASS
8. Aiding unauthorized religious bodies to come into Campus for Evangelism	1 st offence is N5,000 plus warning letter 2 nd offence, N10,000 plus warning letter 3 rd offence is Suspension with RASS
9. Bribing of staff or student leaders in order to circumvent chapel regulations	1 st offence is N10,000 plus warning letter 2 nd offence, N20,000 plus warning letter 3 rd offence is Suspension

	with RASS
10. Asking fellow students to help you sign Chapel Attendance or signing chapel attendance for someone.	1 st offence is N5,000 plus warning letter 2 nd offence, N10,000 plus warning letter 3 rd offence is Suspension with RASS
11. Found in the Cafeteria during Chapel Service. Both vendor and student will be penalized.	Vendor: 1 st offence is N50,000 plus warning letter 2 nd offence is N100,000 3 rd offence is Suspension Student: 1 st offence is N5,000 plus warning letter 2 nd offence is N10,000, warning letter 3 rd offence is Suspension with RASS
12. Late Cell registration. Cell registration ends 4 weeks after resumption for the session. There is no cell registration in 2 nd Semester	N10,000 per week for every new week delayed before the closure of registration for the session
13. Requesting for a new cell card or slip for previous years. Minimum of three cards/slip is required for Final Year Clearance.	A fee of N50,000 per card

NOTE:

- 1) For cases of theft in hotel/ BIU, where there is no substantial evidence against all suspect and their roommates, all occupants in that room would bear the cost of the stolen item(s). This is to promote a Check and Balance System amongst all roommates to be responsible.

- 2) Any punitive measure communicated to any student will be made known to the parents, stating the offence committed and the penalty attached.

- 3) For every sanction resulting in physical departure from campus, parent/guardian is mandatorily required to pick up such a student from the campus.

- 4) Where community service is attached: the duration and type of community service earned by the student will be at the discretion of the Students' Disciplinary Committee (SDC). These will include:
 - Cleaning of toilets.
 - Clearing of lawns.
 - Sweeping in hostel, classroom, Admin. Building, library or any other place on campus.
 - Working in the school farm.
 - Other work as directed.

- 5) Any seizure of equipment/devices should be returned to student after evidence of payment has been shown.
- 6) All seizures not claimed within the period of 30days will attract a storage fee.
- 7) All offenders should be blocked from the portal until fines are paid and sanctions lifted.
- 8) After every 3rd offence committed, the student earns an expulsion from the University.

SECTION THREE

PROPERTY RELATED OFFENCES	RECOMMENDED SANCTION
1. Illegal posting of photos or advertisement on/off campus	1 st offence, ₦ 5,000 fine with warning letter. 2 nd offence, ₦ 10,000 fine with warning letter. 3 rd offence, suspension for one session.
2. Damage of lawns and landscaping, including trees and ornamental plants	1 st offence. ₦ 5,000 fine with warning letter. 2 nd offence, ₦ 10,000 fine with warning letter. 3 rd offence, suspension for one session.
3. Conversion of University property to personal use. e.g. moving classroom chairs, desk, tables to the hostels, beds from one place to another and using faculty computers for personal work/ without permission.	1 st offence, ₦ 5,000 fine with warning letter. 2 nd offence, ₦ 10,000 fine with warning letter. 3 rd offence, suspension for one session.
4. Urinating/defecating/bathing in a place that is not designated for toilet/bathroom use.	1 st offence, ₦ 5,000 fine with warning letter. 2 nd offence, ₦ 10,000 fine with warning letter. 3 rd offence, suspension for one session.
5. Disturbing the peace of the campus with electronic gadgets.	1 st offence, ₦ 5,000 fine with warning letter.

	<p>2nd offence ₦10,000 fine with warning letter and seizure of gadget for a semester.</p> <p>3rd offence, suspension for one session.</p>
<p>6. Utilizing or transferring University gowns without permission for graduation/matriculation ceremony.</p>	<p>1st offence, ₦5,000 fine with warning letter.</p> <p>2nd offence, ₦10,000 fine with warning letter.</p> <p>3rd offence, suspension for one session.</p>
<p>7. Climbing of walls or fences, creating or utilizing unlawful entrances/exits to the University and hostels, room, classes.</p>	<p>1st offence, ₦25,000 fine with warning letter.</p> <p>2nd offence, ₦50,000 fine with warning letter.</p> <p>3rd offence, suspension for one session.</p>

SECTION FOUR

TRAFFIC RELATED OFFENCES	RECOMMENDED SANCTION
1. WRONG PARKING ¾ On fields ¾ On walkways ¾ By round about ¾ By roadside	Parking ticket with: ¾ N 5,000 fine ¾ N 5,000 fine ¾ N 5,000 fine ¾ N 5,000 fine
2. Rough and dangerous driving around campus.	Offence ticket and N 5,000 fine.
3. Reckless driving, or over speeding (exceeding 20km/h).	Offence ticket and N 5,000 fine.
4. Driving on the lawn	Offence ticket and N 10,000 fine.
5. Driving on the wrong side of the road.	Offence ticket and N 10,000 fine.
6. Loud music (i.e., can be heard by non-occupants of the vehicle).	Offences ticket and N 5,000 fine.
7. Superfluous blaring of horn	Offence ticket and N 5,000 fine.

NOTE:

Drivers of vehicles committing these offences will be issued an offence ticket and fined immediately. Vehicles should be impounded until the fine is fully paid into BIU account. Evidence of payment (Bank teller/Bursary receipt) before releasing impounded vehicles. Duplicated of the offence ticket given would be put into the student's file. Any student who does not cooperate with the security personnel will be detained at the Security Post until his/her belligerence clams.

SECTION FIVE

ACADEMIC OFFENCES	RECOMMENDED SANCTION
1. Failure to graduate within maximum stipulated time; that is 6 years for a 4-year programme and 7 years for 5-year programme.	Withdrawal from the University and loss of studentship.
2. Gaining admission with fake, false, incomplete or forged 'O' level or direct entry results.	Withdrawal from the University and loss of studentship.
3. Failure to register for carry-over and other relevant courses.	The student shall be deemed to have failed the course.
4. Failure to register within the stipulated time.	The student shall be required to pay late registration fee.
5. Failure to meet 75% attendance of lectures for a course.	The student shall not be allowed to write the examination in that course and will automatically carry over the course.
6. Arriving examination hall 30 minutes after commencement of the examination.	The student will not be allowed to write the examination and will also automatically carry over the course.
7. Engaging in any form of examination malpractice.	Suspension/expulsion depending on the severity of the offence.
8. Failure to meet or pass prescribed Faculty/Departmental examination requirements.	The student shall be asked to repeat or withdraw from the University depending on the degree or level of failure.

NOTE:

Academic offences are not within the jurisdiction of the SDC, the Examination Malpractice Committees in the faculties are responsible with recommendations made to Senate.

SECTION SIX

HOSTEL OFFENCES	RECOMMENDED SANCTIONS
<p>1. Failure to return room key to the Hall Administration /Assistant during vacation/holiday or when leaving the room.</p>	<p>1st offence, fine of ₦10,000 and replacement. 2nd offence, ₦20,000 and replacement. 3rd offence, suspension for one session.</p>
<p>2. Party in the rooms without permission or rowdy gathering.</p>	<p>1st offence, warning letter and ₦10,000 fine 2nd offence, suspension for one session with RASS 3rd offence, expulsion.</p>
<p>3. Failure to be accounted for during bed check.</p>	<p>1st offence, warning letter, ₦20,000 fine, and call to parents. 2nd offence, suspension for one session. 3rd offence, expulsion.</p>
<p>4. Cooking inside the dormitory room.</p>	<p>1st offence, warning letter and ₦10,000 fine. 2nd offence, suspension for one session with RASS. 3rd offence, expulsion.</p>
<p>5. Living off campus without permission.</p>	<p>1st offence, warning letter and ₦50,000 fine, call to parents and immediately moved back into campus. 2nd offence, suspension for one session. 3rd offence, expulsion.</p>
<p>6. Unauthorized transaction of business in the Halls of residence.</p>	<p>1st offence, warning letter and ₦10,000 fine. 2nd offence, warning letter and ₦20,000 fine with community service.</p>

	3 rd offence, suspension for one session.
7. Unauthorized male/female student entering the opposite sex hostel.	1 st offence, Warning Letter with community service. 2 nd offence, suspension for one session. 3 rd offence, expulsion.
8. Bringing a motorcycle or bicycle, without permission to the halls of residence.	1 st offence, warning Letter, ₦20,000 fine and seizure until fine is paid. 2 nd offence, permanent seizure with community service. 3 rd offence, suspension for one session or expulsion depending on frequency.
9. Failure to dispose all trash and garbage in the dustbin, littering the hostel windows or verandah.	1 st offence, warning letter and ₦5,000 fine. 2 nd offence, warning letter and ₦10,000 fine. 3 rd offence, suspension for one session or expulsion depending on frequency.
10. Failure to keep room, bathroom and toilet clean and tidy.	1 st offence, ₦10,000 fine with community service for a month. 2 nd offence, warning letter, ₦20,000 fine with community service. 3 rd offence, suspension for one session.
11. Creation of unauthorized entrance. Exits to the halls of residence (coming in through the windows, breaking the	1 st offence, ₦25,000 fine with warning letter. 2 nd offence, ₦50,000 fine with warning letter. 3 rd offence, suspension for one session.

walls, breaking padlock etc.)	
12. Pouring of water in hostels over the railing including brushing teeth and spitting over the railings.	1 st offence, warning letter and ₦5,000 fine. 2 nd offence, warning letter with community service and ₦10,000 fine. 3 rd offence, suspension for one session depending on severity.
13. Squatting in Hostel.	(Sanction applies to both squatter and occupants) 1 st offence, warning letter, ₦5,000 fine and squatter vacate the space. 2 nd offence, warning letter, ₦10,000 fine. 3 rd offence, suspension for one session.
14. Not observing quiet hours in the hostel.	1 st offence, warning letter 2 nd offence, warning letter and ₦5,000 fine. 3 rd offence, warning letter and ₦10,000 fine with community service. 4 th offence, expulsion.
15. Bringing unauthorized guest(s) and non-students into the room including family members.	1 st offence, warning letter and ₦5,000 fine. 2 nd offence, warning letter with community service and ₦10,000 fine. 3 rd offence, expulsion.
16. Hosting unauthorized guests and non-students overnight.	1 st offence, warning letter and ₦10,000 fine. 2 nd offence, suspension for one session. 3 rd offence, expulsion.

<p>17. Use of unauthorized electrical appliance e.g. ring boiler, electric kettle, cooker, television, home theatre, toaster, microwave, table top frigid, washing machine etc</p>	<p>1st offence, seizure of appliance, warning letter, and ₦20,000 fine. 2nd offence, suspension for one session 3rd offence, expulsion.</p>
<p>18. Creating illegal electrical connections in the hostels.</p>	<p>1st offence, seizure of appliance, warning letter, and ₦20,000 fine. 2nd offence, suspension for one session. 3rd offence, expulsion.</p>

SECTION SEVEN

INFORMATION COMMUNICATION TECHNOLOGY RELATED OFFENCES	RECOMMENDED SANCTIONS
1. Illegal use of files on any computers connected to BIU network.	1 st offence, suspension from the network and ₦10 00 2 nd offence, suspension for one session. 3 rd offence, expulsion.
2. Storing of copyrighted materials on the University's network storage devices.	1 st offence, suspension from the network, ₦10 00 fine 2 nd offence, suspension for one session. 3 rd offence, expulsion.
3. Peer to peer file sharing of copyrighted material of any kind.	1 st offence, suspension from the network, ₦10 00 fine 2 nd offence, suspension for one session. 3 rd offence, expulsion.
4. Using illegally purchased software on the University network.	Sanction depends on management's discretion.
5. Fraudulent solicitation via email, mass e-mailing (e.g., Yahoo-yahoo).	1 st offence, suspension for one session. 2 nd offence, suspension for two sessions. 3 rd offence, expulsion.
6. Using proxy servers or other methods to work around the guardian proxy that BIU has set up.	1 st offence, warning letter and ₦10 00 fine 2 nd offence, suspension for one session. 3 rd offence, expulsion.
7. Servers or routers used to allow users to	1 st offence, suspension from the network, ₦10 00 fine

have access without authentication.	2 nd offence, suspension for one session. 3 rd offence, expulsion.
8. Downloading, transferring, recording of pornography or other inappropriate materials	1 st offence, suspension for one session. 2 nd offence, suspension for two sessions. 3 rd offence, expulsion.
9. Social media/chat room behaviour that violates the BIU Honour code.	1 st offence, warning letter and ₦10,000 fine. 2 nd offence, suspension for one session. 3 rd offence, expulsion.
10. Invasion of another's privacy by transmitting unauthorized files to the person. Making a video or picture of a student or staff without consent and sending it via Bluetooth, instant messages and so on.	Depends on severity 1 st offence suspension for one session. 2 nd offence suspension for two sessions. 3 rd offence expulsion.
11. Excessive bandwidth utilization.	1 st offence, suspension from the network and ₦10,000 fine. 2 nd offence suspension for one session. 3 rd offence suspension for two session.
12. Probing the unauthorized areas of the network.	1 st offence, suspension from the network and ₦10,000 fine.

	2 nd offence suspension for one session. 3 rd offence suspension for two sessions.
13. International infection of the BIU network with virus.	Expulsion.

SECTION EIGHT

<p>A. MALE DRESS CODE OFFENCES During Official Hours: (Refer To Time Of Lectures/Classes Or Admin). 8:00am-5:00pm Part-time students MUST BE officially dressed during the University's Official hours for all their lectures (including Fridays & Saturdays).</p>	<p>RECOMMENDED SANCTIONS</p>
<p>1. Not formally dressed in shirt and tie, with shirt neatly tucked in, socks, well-polished shoes, belt or suspenders and rolling of sleeves.</p>	<p>1st offence, warning letter, student must change clothing, ₦5,000 fine. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service.</p>
<p>2. Wearing of sagging ties (i.e. ties not properly knot to the topmost button of a shirt collar).</p>	<p>1st offence, warning letter, student must change clothing and ₦5,000 fine. 2nd offence, warning letter, must change and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>3. Wearing of native attire during official hours Monday-Thursday. 8am-5pm (normal official hours) and 5pm-6pm (when lectures hold).</p>	<p>1st offence, warning letter, student must change clothing and ₦5,000 fine. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service.</p>

	3 rd offence suspension for one session.
4. Wearing of incomplete native attire during official hours on Friday, e.g., Native shirt on jeans.	1 st offence, warning letter, student must change clothing and ₦5000 fine. 2 nd offence, warning letter, student must change clothing and ₦10,000 fine. 3 rd offence, suspension for one session.
5. Wearing of jeans trousers during official hours.	1 st offence, warning letter, student must change clothing, ₦5,000 fine with community service. 2 nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3 rd offence, suspension for one session.
6. Wearing of bum short during physical activities and playing sports without shirts.	1 st offence, warning letter, seizure and ₦5,000 fine. 2 nd offence, warning letter, seizure and ₦10,000 fine, with community service. 3 rd offence, suspension for one session.
7. Wearing of T-shirts, except during physical exercise, during official hours. T-shirt with indecent slogans connoting alcoholic or tobacco brands and sexual, sleazy or profanity.	1 st offence, warning letter, student must change clothing, ₦5,000 fine. 2 nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3 rd offence, suspension for one session.

<p>8. Rastafarian hair, dreadlocks, jerry curls, afro, Mohawk, dyeing of hair to any colour other than black and any hairstyle (cut) that does not be responsible.</p>	<p>1st offence, warning letter, student must change clothing and ₦5,000 fine. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3rd offence, offence, suspension for one session.</p>
<p>9. Wearing of sagging trousers/low waist.</p>	<p>1st offence, warning letter, student must change clothing, ₦5,000 fine with community service. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>10. Wearing of immodest or excessive jewellery</p>	<p>1st offence, warning letter, seizure and ₦5,000 fine. 2nd offence, warning letter, seizure and ₦10,000 fine with community service.</p>

	3 rd offence, suspension for one session.
11. Keeping goatee, facial hair and beard	1 st offence, warning letter, must shave and ₦5,000 fine. 2 nd offence, warning letter, must shave and ₦10,000 fine with community service. 3 rd offence, suspension for one session.
12. Having tattoos and body piercings not registered on admission, putting on earrings, nose ring, eyes-brow, tongue rings	1 st offence, warning letter, seizure and ₦5,000 fine. 2 nd offence, warning letter, ₦10,000 fine with community service. 3 rd offence, suspension for one session.

SUB SECTION EIGHT

<p>A (II) MALE DRESS CODE OFFENCES During Unofficial Hours: 5:00pm-8am. (DECENCY is BIU'S dress code standard 24 hours Mon-Sun).</p>	<p>NEWLY RECOMMENDED SANCTIONS</p>
<p>1. During unofficial hours most offences are applicable as with the official hours, but students are allowed to dress casually (i.e., on jeans, sandals modest t-shirts without inappropriate slogans, shirts not exposing chest, etc., that conform to our dress code standard of decency).</p>	<p>1st offence, warning letter, must change and ₦5,000 fine. 2nd offence, warning letter, must change, and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>2. Wearing shirts that expose the chest, obtrusive and garish jewellery such as big chains, nail polish, makeup or feminine attire.</p>	<p>1st offence, warning letter, seizure and ₦5,000 fine. 2nd offence, warning letter, seizure and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>3. Tying of wrapper is not allowed during unofficial hours</p>	<p>1st offence, warning letter, seizure and ₦5,000 fine. 2nd offence, warning letter, seizure and ₦10,000 fine with community service. 3rd offence, suspension for one session</p>

4. Wearing of singlet outside the hostel	1 st offence, warning letter, seizure and ₦5,000 fine. 2 nd offence, warning letter, seizure and ₦10,000 fine with community service. 3 rd offence, suspension for one session
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SECTION NINE

FEMALE DRESS CODE OFFENCES	RECOMMENDED SANCTIONS
<p>1. Not formally dressed in a dress/gown, knee length skirt suit, trouser suit (jacket covering the backside) or a knee length skirt and shirt.</p>	<p>1st offence, warning letter, seizure and ₦5,000 fine with community service. 2nd offence, warning letter, seizure and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>2. Wearing non-corporate sandals, slippers and heels above 3inches</p>	<p>1st offences, warning letter, seizure and ₦5,000 fine. 2nd offence, warning letter, student must change, seizure and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>3. (a). Wearing of native attire during official hours Monday-Thursday.</p>	<p>1st offence, warning letter, student must change clothing and ₦5,000 fine. 2nd offence, warning letter, must change, and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p> <p>1st offence, warning letter, student must change clothing and ₦5,000 fine. 2nd offence, warning letter, student must change clothing, seizure and ₦10,000 fine with community service.</p>

	3 rd offence, suspension for one session.
4. Wearing body clinging trousers or shirts, three quarter trouser suits and low waist trousers i.e., trousers not firmly set on the waist line.	1 st offence, warning letter, student must change clothing and ₦5,000 fine. 2 nd offence, warning letter, student must change, ₦10,000 fine with community service. 3 rd offence, suspension for one session.
5. Wearing skirts or dress with hem lie above the knees (mini skirt, micro-mini skirt and mini dress), including transparent <i>Jalabiya</i> .	1 st offence, warning letter, seizure and ₦5,000 fine. 2 nd offence, warning letter, seizure and ₦10,000 fine with community service. 3 rd offence, suspension for one session.
6. Wearing of tanks tops, halter, tubes tops or dresses, spaghetti tops and low-cut tops exposing cleavage or bra. Wearing of scarves to cover up poor dressing.	1 st offence, warning letter, seizure and ₦5,000 fine. 2 nd offence, warning letter, seizure and ₦10,000 fine with community service. 3 rd offence, suspension for one session.
7. Wearing of jeans or khaki material	1 st offence, warning letter, student must change clothing and ₦5,000 fine. 2 nd offence, warning letter, student must change clothing and ₦10,000fine.

	3 rd offence, suspension for one session.
8. Wearing shorts which are indecent in length and tight fitting during physical exercises. E.g., bum shorts etc.	1 st offence, warning letter, seizure and ₦5000 fine. 2 nd offence, warning letter, seizure and ₦10,000 fine with community service. 3 rd offence, suspension for one session.
9. Wearing of T-shirts except during official hours. T-shirts with indecent slogans connoting alcoholic or tobacco brands and sexual, sleazy/insulting innuendos/profanity.	1 st offence, warning letter, student must change clothing and ₦5,000 fine. 2 nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3 rd offence, suspension for one session.
10. Using loud colours of hair extensions or highlights, such as red, purple, blue, green, blonde/gold etc. having Rastafarian hair or dreadlocks, beaded hair-dos, yarns, Mo-hawk, hair dos of extreme lengths such as to the	1 st offence, warning letter, student must take hair off and ₦10,000 fine. 2 nd offence, warning letter, student must take hair off, ₦20,000 fine with community service. 3 rd offence, suspension for one session.

<p>waist or buttocks and any hairstyles that does not show one to be responsible.</p>	
<p>11. Exposing bra, bra straps and panties peeping through skirts or trousers and <i>Jalabiya</i>.</p>	<p>1st offence, warning letter, student must change clothing and ₦5000 fine. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>12. Wearing excessively loud jewellery, excessively big ear-rings, and anklets.</p>	<p>1st offence, warning letter, seizure and ₦5000 fine. 2nd offence, warning letter, seizure and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>13. Having tattoos or body piercing not registered on admission. Putting on navel ring, tongue ring, earring on upper lobe of ear and so on.</p>	<p>1st offence, warning letter, must change and ₦5,000 fine. 2nd offence, warning letter, must change and ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>14. Use of heavy make-up and loud colours of nails polish. Alcoholic or</p>	<p>1st offence, warning letter and clean off. 2nd offence, warning letter, clean off and ₦5,000 fine.</p>

<p>tobacco brands and sexual, sleazy/insulting innuendos/profanity</p>	<p>3rd offence, ₦10,000 fine with community service.</p>
<p>15. Wearing of caps, hats and veils</p>	<p>1st offence, warning letter and clean off. 2nd offence, warning letter, clean off and ₦5,000 fine. 3rd offence, ₦10,000 fine with community service.</p>

SUB-SECTION NINE

FEMALE DRESS OFFENCE	NEWLY RECOMMENDED SANCTION
<p>1. During unofficial hours most offences are applicable as with the official hours, but students are allowed to dress casually (i.e., on jeans, sandals, modest tops, T-shirts, slippers etc. that confirm to our dress code standard of decency).</p>	<p>1st offence, warning letter, student must change and ₦5,000 fine. 2nd offence, warning letter, student must change, ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>
<p>2. Wearing of immodest party dresses/gowns, strapless outfits, or sexy night club-like apparel, bum short, tank top, wrapper on the chest to common room or outside the hostel.</p>	<p>1st offence, warning letter, student must change clothing, ₦5,000 fine with community service. 2nd offence, warning letter, student must change clothing, ₦10,000 fine with community service. 3rd offence, suspension for one session.</p>

REINSTATEMENT AFTER SUSPENSION OF STUDENT (R.A.S.S)

Objective

This program is packaged primarily for students who have been found wanting by the University Student Disciplinary Committee and have been served either suspension or expulsion notice.

It is a behavior modification program, it is packaged to redirect the student in line with the vision of Benson Idaho University, her core values and Spiritual culture.

Duration

The program is meant to span for one semester which is, sixteen (16) weeks depending on the outcome of the participant(s) in developmental changes.

It is structured into classes of two hours and community service of 3 hours per day, Monday to Friday.

Facilitators

1. Staff from Student Affairs Division
2. Staff from Spiritual Life Department
3. Staff from Guidance and Counselling Office
4. Staff from Student Leadership Office
5. Staff from the Health Center

ELIGIBILITY

1. Candidates are required to get a letter of instruction from the Vice Chancellor's office to enable them to enroll for the RASS programme.
2. The programme is a University approved rehabilitation programme with the Office of the Vice Chancellor, domiciled with the (Student Affairs Division), and Campus Life Division of Benson Idahosa University.

NB: To enroll in other rehabilitation facility which you want us to also acknowledge, you should get approval and permission from the Vice Chancellor.

3. Payment of an administrative fee of Seventy five thousand naira (N75,000), accommodation and 20% of the prescribed school fees for the period of suspension into the University approved Bank account.
4. Upon satisfaction completion of 1, 2 and 3 above and verification by the University Management, the Dean of Student will write to the Vice Chancellor with signatures of the various facilitating divisions for reinstatement of the Candidate(s).
5. All returning students will be on probation (behavior monitoring) for the remaining period of suspension duration. They shall be expected to distinguish themselves by wearing a tagged R.A.S.S Jacket with an inscription "AGENT FOR CHANGE" during the period of probation.
6. Any contravention during the probation period will trigger full reinstatement of the suspension.

THE STUDENT DISCIPLINARY APPEAL PROCESS

GENERAL NOTE:

All suspension cases remain in effect, pending approval of appeal by the Vice Chancellor.

1. For cases of theft in hostel / Benson Idahosa University, where there is no substantial evidence against all suspects and their roommates, all occupants in that room would bear the cost of the stolen item(s). This is to promote a Check and Balance System amongst all roommates.
2. Any punitive measure communicated to any student will be made known to the parents, stating the offence committed and the penalty attached.
3. Where community service is attached; the duration and type of community service earned by the student will be at the discretion of the Students' Disciplinary Committee (SDC). These will include:
 - Cleaning of toilets.
 - Clearing of lawns.
 - Campus.
 - Working in the school farm.
 - Others.

NATIONAL ANTHEM



Arise O Compatriots,
Nigeria's call obey
To serve our Fatherland
With love and strength and faith.
The labour of our heroes past
Shall never be in vain,
To serve with heart and might,
One nation bound in freedom, peace and unity.

Oh God of creation,
Direct our noble cause
Guide thou our leaders right
Help our youth the truth to know
In love and honesty to grow
And living just and true
Great lofty heights attain
To build a nation where peace
And justice shall reign.

Nigeria National Pledge

I pledge to Nigeria my country.
To be faithful, loyal and honest.
To serve Nigeria with all my strength.
To defend her unity, and uphold her honour
and glory.
So help me God.



BIU ANTHEM

BIU, thou fruit of faith;
Thy fame spread far and wide,
With hearts of joy
We sing of thee
Stand firm in truth and honesty;
Gold and white for excellence;
Academics with Godliness
Build leaders all in faith
For all endeavours the future hold.

Forward we go, in good faith
God is our help, our guide 2x
We shall never fail

Amen! Amen!! Amen!!!
BIU

BIU
LEGACY CAMPUS
BENSON IDAHOSA UNIVERSITY
OKHA COMMUNITY
BENIN, EDO STATE,
NIGERIA.
P.M.B 1100

