

9.0 BANKING AND FINANCE B.SC (PROGRAMME)

9.1 Introduction

The Department of Banking and Finance was created out of the restructuring of the entire University particularly with the introduction of new programmes during the 2014/2015 academic session at both the undergraduate and postgraduate levels. The Department is housed in the College of Management Sciences. The department was one of the newly verified programmes by the National University Commission (NUC) Verification Team that was carried out in June/July, 2016. The department of Banking and Finance became autonomous with effect from 26th February 2018. Dr. Daniel Oguche was appointed as the acting head of the department to run its affairs.

The academic curriculum of Banking and Finance programme of the Department was structured in line with the Benchmark and Minimum Academic Standards (BMAS) stipulated by the National Universities Commission (NUC) and the examination syllabi of the relevant professional bodies, such as the Chartered Institute of Bankers Nigeria-CIBN, Chartered Institute of Finance and Control of Nigeria (CIFCN) and Association of the Chartered Institute of Bankers (ACIB) to which many of the undergraduate students aspire to belong.

9.2 Philosophy

To produce skilled manpower with theoretical and practical knowledge relevant to the various aspects of the Banking and Finance industry. The curriculum is designed to develop the knowledge of the students theoretically and practically for individual self-confidence and creativity. It also aims at producing high caliber finance graduates capable of holding responsible positions in any organization.

9.3 Vision

To be a department of international standard where finance knowledge is created, developed, and sustained with excellence for the good of mankind.

9.4 Mission

- 1) To develop and pursue excellent teaching and research through the provision of world-class facilities and opportunities for education, training and employment, to all those who are able to benefit without discrimination.
- 2) To enhance human advancement, prosperity and welfare through effective and efficient teaching and research that encourage the application of knowledge, promote discipline, honesty and hard work, and to acquire and manage resources effectively to achieve these objectives.

9.5 Objectives

The main objective of the programme is to provide courses of instruction leading to the award of Bachelors of Science (B. Sc.) degree in Banking and Finance. Specifically the programme is

1. to provide basic knowledge for understanding and analyzing problems relating to the management or administration of industrial, commercial, public and other human organizations, and particularly financial institutions;
2. to equip the students with skills needed for recognizing and defining problems and taking appropriate decisions using scientific techniques and tools; and
3. to inculcate in students an awareness of and sensitivity to environmental factors and conditions and their impact on managerial administrative practice and decisions.

The focus of the programme is essentially on finance with emphasis on banking. Graduates of the programme will have twin advantages of:

- (i) identifying one major area of interest in finance for possible specialization at post-graduate level; and
- (ii) achieving sufficient professional competence in banking practice and course work and, therefore, be able to qualify in the Chartered Institute of Bankers of Nigeria (CIBN) examinations within the shortest possible time.

9.6 Learning Outcomes:

Regime of Subject Knowledge

The product of this programme should acquire and be able to apply banking and financial knowledge in the operation and management of banks, financial institutions and other organizations and be professionally qualified to practice the professions.

For Competencies and Skills and Behavioural Attitudes as they relate to Attainment Levels, Resource Requirements for Teaching and Learning, refer to Section 1 of this Document.

9.7 List of Academic Staff

NAME OF ACADEMIC STAFF	QUALIFICATIONS	STATUS	AREA OF SPECIALIZATION
Prof. F. A. Ayatse	Ph.D (Management), BSU; MBA (Management), Usman Danfodio University, Sokoto B.sc (Management), Usman Danfodio University, Sokoto.	Professor	Management

Prof. Sam Baba Tende	Ph.D Usman Danfodiyo University, Sokoto, MBA, Ahmadu Bello University, Zaria. B.sc (Business Administration) Ahmadu Bello University, Zaria	Professor	Management
Dr I. N Tsegba	Ph.D (Accounting & Finance), BSU; M.Sc (Accounting & Finance), ABU; B.Sc (Accounting), ABU, CNA.	Associate Professor	Accounting and Finance
Dr. Daniel Oguche	Ph.D (Management), UNN; Master Degree in Business Administration(MBA), UDUS, Sokoto B.Sc (Management), UNISOK, AMAPCON, AMIMCON, MECRTD (UK), ACE.	Lecturer 1	Operations Research/Production Management, quantitative analysis.
Dr. Sunday A. Omale	Ph.D (Management), UNN; M.Sc (Management), UNN; B.Sc (Business Administration & Management), Madonna University, OKIJA AMNIM, MECRTD (UK)	Lecturer 1	Strategic Management
Dr. Israel Idewele	B.Sc Accounting, UNN M.Sc. Finance, UNIBEN Ph.D Finance, Cyprus International University, Turkey	Lecturer II	Accounting and Finance
Mr. Idi Emmanuel	B.Sc, M.Sc, Banking and Finance, Kogi State University, Anyigba	Lecturer II	Banking and Finance
Mrs. Blessing Ejura Success	B.Sc, M.Sc, Banking and Finance Kogi State University, Anyibga	Lecturer II	Banking and Finance
Ms Esther Ali Baba	B.Sc, Accounting, UNN Master in Banking and Finance (MBF), BUK, Master in International Affairs & Strategic studies (MIASS) –NDA , M.Sc. Accounting – KSU Kaduna	Assistant Lecturer	Accounting and Finance

9.8 List of Administrative Staff

Mr. Stephen Babalola	BA History.	Secretary	History
Miss Muhammed Halima	ND Public Admin.	Secretary	Administration

10.1 Admission Requirements

As provided for in the general admission and graduation requirements. The B.Sc. (Banking and Finance) programme is structured to cover a period of formal studies in the University and a research project is considered necessary. It is a four-year programme for UME entrants and a three-year programme for DIRECT entrants.

UME Entry Requirements

The B. Sc. (Banking and Finance) programme is structured as a four-year full-time course for candidates who possess five credits passes at SSCE/GCE/NECO 'O' level or their equivalents in subjects that include Mathematics and English Language and any other three relevant subjects at not more than two sittings. Equivalent five-subject credits obtained in examinations conducted by the National Board for Technical Education (NABTEB) are also accepted. The University requires that candidates make an acceptable pass on the Unified Tertiary Matriculation Examinations (UTME) conducted by Joint Admission and Matriculation Board (JAMB). In addition, the University further screens all candidates for admission into its degree programmes.

Direct Entry Requirements

- (i) A National Diploma from approved universities or colleges of technology or polytechnics with a grade not lower than merit. In addition, the applicant must possess five credits at SSCE/GCE/NECO 'O' level or its equivalent in subjects which include English Language, Mathematics, and Economics.
- (ii) Two 'A' Level passes in Economics, Accounting and additional subsidiary subjects. Candidates are expected to possess five credits at SSCE/GCE/NECO 'O' level or their equivalent in subjects which include English Language and Mathematics. Results at 'O' level must be attained at not more than two sittings.
- (iii) HND in relevant discipline with at least lower credit in addition to five credit passes at SSCE/GCE/NECO 'O' level or its equivalent in subjects which include English Language and Mathematics.
- (iv) Final Certificate of relevant Professional Bodies in addition to five credit passes at SSCE/GCE/NECO 'O' level or its equivalent in subjects which include English Language and Mathematics.

10.2 Inter-University Transfer and Intra-University Transfer

Candidates wishing to transfer from another university into the programme must obtain and fill the 'Inter-University Transfer Form' from the Registry. An application for admission into the University through inter-university transfer will be considered only if the Department and the receiving programme are satisfied that the candidate has met the minimum academic requirements for admission to the programme he or she has chosen. All inter-university transfer candidates will normally be admitted into 200 (or lower) level of the receiving programme.

10.3 Expected Duration of the Programme

A student will not be allowed to exceed an additional 50 per cent of the duration of the programme if he fails to graduate within the minimum number of years.

(a) **UME**

The programme is designed for a minimum period of **Four** years (8 Semesters) and maximum period of **six** years (12 Semester).

(b) **Direct Entry**

The programme is designed for a minimum period of **Three** years (6 Semesters) and maximum period of **Five** years (10 Semesters).

The programme shall be on **full time** basis.

10.4 Title of Degree

The title of degree shall be Bachelor of Science in Banking and Finance to be denoted as B. Sc (Banking & Fin.).

10.5 Graduation Requirement

The minimum number of credits for the award of a degree shall be 120 units, at least 30 credits accumulated in each session for a four-year degree programme. For a three-year programme, a minimum of 90 credit units are required for graduation, at least 30 credit accumulated in each session. Subject to the usual Department and Faculty requirements, a student shall therefore qualify for the award of a degree when he/she has met the conditions.

The minimum credit load per semester is 15 credit units.

The maximum credit load per semester is 24 credit units.

A student with excess credits load is allowed to register an excess of 6 credit units in final year as may be approved by the Senate.

For the purpose of calculating a student's cumulative GPA(CGPA) in order to determine the class of degree to be awarded, grades obtained in **ALL** the courses whether compulsory or optional and whether passed or failed must be included in the computation.

Even when a student repeats the same course once or more before passing it or substitutes another course for a failed optional course, grades scored at each and all attempts shall be included in the computation of the GPA. Pre-requisite courses must be taken and passed before a particular course at a higher level.

10.6 Some Conditions for Graduation

For any student to qualify for a degree in the programme, the student must satisfy the following conditions:

- i) Should attain up to 75% attendance for a particular course.
- ii) Should effectively participate in the tutorial in his discipline.
- iii) Should take the continuous assessment and practical works which must be graded and form part off the degree assessment.
- iv) Should undertake a properly supervised and graded project.
- v) Should take and pass the end of course examination.
- vi) Obtained a minimum Cumulative Grade Point Average CGPA of 1.5 and above.
- vii) Met other requirements that may be specified by Departments, Faculty and Senate.

10.7 Degree Classifications

The determination of the class of degree shall be based on the Cumulative Grade Point Average (CGPA) earned at the end of the programme. The CGPA shall be used in the determination of the class of degree as summarized in Table below. It is important to note that the CGPA shall be calculated and expressed correct to two decimal places. The classes of degrees that may be awarded are:

CGPA	CLASS OF DEGREE
4.50 – 5.00	First Class
3.50 – 4.49	Second Class (Upper Division)
2.40 – 3.49	Second Class (Lower Division)
1.50 – 2.39	Third Class
Less than 1.5	Fail

NOTE: The Nigerian university system does not award PASS Degree any longer.

Students who transfer from other universities shall be credited with only those courses deemed relevant to the programmes, which they have already passed prior to their transfer. Such students shall however be required to pass the minimum number of units specified for graduation for the number of sessions he/she has spent in the Faculty; provided that no student shall spend less than two sessions (4 semesters) in order to earn a degree. Students who transfer from another programme in the Faculty or other faculties for any approved reason shall be credited with those units passed that are within the curriculum of the programme to which he/she has transferred. Appropriate decisions on transfer cases shall be subjected to the approval of Senate on the recommendation of the Faculty.

10.8 Probation

A student whose Cumulative Grade Point Average is below 1.5 at the end of a particular year of study, earns a period of probation for one academic session. A student on probation is allowed to register for courses at the next higher level in addition to his/her probation level courses provided that:

- the regulation in respect of student work-load is complied with; and
- the pre-requisite courses for the higher level courses have been passed.

10.9 Withdrawal

A candidate whose Cumulative Grade Point Average is below 1.50 at the end of a particular year of probation should be required to withdraw from the University. However, in order to minimize waste of human resources, consideration should be given to withdrawal from programme of study and possible transfer to other programmes within the same University.

10.10 Repeating Failed Course Unit(s)

Subject to the conditions for withdrawal and probation, a student may be allowed to repeat the failed course Unit(s) at the next available opportunity, provided that the total number of credit units carried during that semester does not exceed 24, and the Grade Points earned at all attempts shall count towards the CGPA.

10.11 External Examination System

External Examination system must continue, at least at the final degree examination. The system is believed to serve as a guarantee that the standard fixed and established would be maintained by faculty of Management Sciences as a quality assurance mechanism.

10.12 Students' Evaluation of Courses

There should be an established mechanism to enable students to evaluate courses delivered to them at the end of each semester. This should be an integral component of the course system; serving as feedback mechanism for achieving the following:

- i) Improvement in the effectiveness of course delivery.
- ii) Continual update of lecture materials to incorporate emerging new concepts.
- iii) Effective usage of teaching aids and tools to maximize impact of knowledge on students.
- iv) Improvement in students' performance through effective delivery of tutorials, timely presentation of continuous assessments and high quality examination.

The evaluation should be conducted preferably before the final semester examinations. It is very important that students' evaluation of courses be administered fairly and transparently through the use of well-designed questionnaires. The completed questionnaires should be professionally analyzed and results discussed with the course lecturer(s) towards improvement in course delivery in all its ramifications.

10.13 Maintenance of Curricula Relevance

To maintain curricula relevance, emphasis should also be placed on problem solving in the society. Graduates should be tailored to employers' and society's needs and should be trained to be self-reliant through the following measures:

- (i) Regular review of the curriculum with emphasis on its relevance to the ever changing and challenging needs of the economy, industry, polity and wider society;
- (ii) Effective feedback mechanism should be established with graduates and their employers to monitor their work performance in terms of knowledge, skills and adaptability;
- (iii) Efforts should be made to retain senior experienced academic staffs who continue to be productive and commit their experience and research outputs to books and other teaching aids;
- (iv) Constant research exercise to monitor the relevance of courses and contents to the rapidly changing socio – economic and political environment;
- (v) Promotion of joint teaching programmes with professionals in practice;
- (vi) More creative use of the system of external examination;
- (vii) Constant study of students, evaluation reports of the programmes, views of Community leaders, retired academics, etc;
- (viii) Regular academic exchange programmes with other universities and research institutes, local and international;
- (ix) Introduction of IT–based teaching methodology incorporating Internet use.

10.14 Course Credit System

Credits are weight attached to a course. One credit is equivalent to one hour per week per semester of 15 weeks of lectures or three hours per week or term paper work per semester of a minimum of 15 weeks per semester.

Normally, in Course Credit System, courses are mounted all year round, thus enabling students to participate in examinations in which they are unsuccessful or unable to participate on account of ill health or for other genuine reasons. In such a system no special provisions are made for re-sit examination.

10.15 Course Credit System

All Banking and Finance courses offered in the B. Sc (Banking and Finance) programme are coded with a three-lettered prefix **BAF**, For Non-Banking and Finance courses, the three lettered prefixes stand for the degree programme where the course unit is domiciled or the academic discipline from where the course is borrowed, which are as followed:

ECO B. Sc (Economics)
PSD B. Sc (Political Science and Diplomacy)
MKA B. Sc (Marketing and Advertising)
BUS B. Sc (Business Administration)
GES B. Sc (General Studies)
SOC B. Sc (Sociology)
SOS B. Sc (Social Sciences)
MGT B. Sc (Management)
LAW B. Sc (Law)
MTH B. Sc (Mathematics)
STA B. Sc (Statistics)
GEO B. Sc (Geography)
HRM B. Sc (Human Resources Management)
OPR B. Sc (Operations Research)
Etc.

10.16 The Three-Digit Code

The three-digit numbers are to be interpreted in the following manner. The first digit in the sequence represents the level of study as follows:

- '1' represents 100 level,
- '2' represents 200 level,
- '3' represents 300 level, and
- '4' represents 400 level.

The second digit represents specialized areas of Banking and Finance in the B. Sc (Banking & Finance) programme.

The third digit represents the semester in which the course unit is offered. '1' stands for first semester and '2' stands for second semester.

10.17 Grade Point Average (GPA)

Performance in any semester is reported in Grade Point Average. This is the average of weighted grade points earned in the courses taken during the semester. The Grade Point Average in each course by the number of Credits Units assigned to that course, and then summing these up and dividing by the total number of Credit Units taken for the semester.

10.18 Cumulative Grade Point Average (CGPA)

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

10.19 Techniques of Student Assessment

To arrive at the final grade, the evaluation must be a continuous process consisting of some or all of the following where applicable:

- (i) Intra-term examination or exercises
- (ii) Assignments and / or presentations
- (iii) Term papers
- (iv) End of semester examination

For each continuous assessment exercise, a weight of no more than 40% of total score available for continuous assessment shall be obtainable. For the purpose of computing the final grade in a course by a student, all the grades earned in the continuous assessment shall constitute not more than 40%, while the end of a semester examination shall account for the balance.

A letter grade and numerical point shall be awarded to each student based on his / her total scores on all the evaluation criteria. The final marks scored by a student and the corresponding letter grades and the numerical points should be clearly indicated. The following are possible final marks and their corresponding letter grades grade points:

Marks %	Letter Grade	Grade Point
70 -100	A	5
60 – 69	B	4
50 – 59	C	3
45 – 49	D	2
Below 45	F	0

11.0 COURSE CONTENT OF THE B. Sc (Banking & Finance) PROGRAMME BY AREAS OF SPECIALIZATION

The Banking and Finance Programme, leading to the award of B.Sc. (Banking and Finance) Degree, covers the following areas of specialization:

Course Code and Title		Credit units
1. Financial Management Principles		
BAF 101	Introductions to Finance	3
BAF 112	Introductions to Money and Banking	2
BAF 301	Principles of Finance	3
BUS 322	Financial Management	2
2. Banking Methods and Practices		
BAF 102	Elements of Banking	3
BAF 221	Banking Methods and Processes	3
BAF 351	Universal Banking	3
BAF 211	Banking Practice	3
BAF 401	Bank Lending and Credit Administration	3
BAF 312	Comparative Banking	3
BAF 411	Banking Laws and Regulations	3
3. Financial Systems, Institutions, Corporate Finance and Markets		
BAF 201	Financial Systems	3
BAF 331	Corporate Governance	2
BAF 402	Capital Market and Portfolio Theory	3
BAF 321	International Trade and Finance	2
4. Quantitative Methods and Research		
BAF 212	Financial Mathematics I	3
BAF 311	Financial Mathematics II	3
BAF 222	Applications of Computer in Finance & Banking	3
BAF 441	Banking & Finance Seminar	1
BAF 432	Research Project	6
5. Project Monitoring and Investment Analysis		
BAF 421	Project Evaluation	2
BAF 342	Investment Management	

11.1 B. Sc. (Banking and Finance) Curriculum

100 Level

First Semester Course Offerings Banking and Finance

S/N	Course Code	Course Title	Credit Units
1	BAF 101	Introduction to Finance	3
2	ECO 101	Principles of Economics I	2
3	GES 111	Communication in English I	2
4	GES 115	History and Philosophy of Science	2
5	GES 113	Nigerian Peoples and Culture	2
6	GES 121	Use of Library, Study Skills, and ICT	2
7	BUS 121	Principles of Business Administration	2
8	BUS 101	Basic Mathematics I	2
9	BUS 131	Introduction to Computer	2
10	ACC 101	Principles of Accounting	3
TOTAL			22

Second Semester Course Offerings in Banking and Finance

S/N	Course Code	Course Title	Credit Units
1	BUS 112	Introduction to Business	2
2	BUS 102	Basic Mathematics II	3
3	BAF 102	Element of Banking	3
4	BAF 112	Introduction to Money and Banking	2
5	ECO 102	Principles of Economics II	3
6	GES 122	Communication in English II	2
7	GES 112	Logic, Philosophy & Human Existence	2
8	GES 142	Community Service	1
9	GES 123	Basic Communication in French	2
10	MKA 102	Elements of Marketing	2
11	THG 172	Introduction to Church History	2
TOTAL			24

200 Level

First Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	BAF 201	The Nigeria Financial Systems	2
2	BAF 211	Banking Methods and Practice	3
3	ACC 201	Financial Accounting & Reporting I	3
4	BUS 201	Business Statistics	2
5	ECO 201	Microeconomic Theory	3
6	GES 223	Entrepreneurship and Innovation	2
7	GES 221	Peace Studies and Conflict Resolution	2

8	THG 211	Basic Spiritual Theology	2
9	BUS 231	Company Law	2
TOTAL			21

Second Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	ACC 222	Cost & Management Accounting	3
2	ACC 212	Financial Accounting II	3
3	BAF 212	Financial Mathematics I	2
4	BAF 202	Introduction to Financial System	2
5	BAF 222	Applications of Computer in Finance & Banking	2
6	BAF 232	Electronic Banking	3
7	BUS 212	Quantitative Techniques	2
8	GES 312	Business Creation and Growth	2
9	THG 272	Social Teaching of the Church	2
TOTAL			21

300 Level

First Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	BAF 301	Principles of Finance	3
2	BAF 311	Financial Mathematics II	3
3	BAF 321	International Trade and Finance	2
4	BAF 331	Corporate Governance	2
5	BAF 341	Investment Management	2
6	BAF 351	Public Relations (MKA 221)	2
7	BAF 361	Universal Banking	3
8	BUS 361	Financial Management	2
9	BUS 321	Human Resources Management	2
TOTAL			21

Second Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	BAF 302	Banking Practice	3
2	BAF 312	Comparative Banking	3
3	ECO 312	Monetary Economics 1&2	2
5	BUS 332	Research Methods in Business	3
6	BUS 342	Analysis for Business Decisions	2
7	BUS 302	Organizational Behaviour	2
8	BUS 352	Production/Operations Management	3
9	ENT 312	Entrepreneurship	2
TOTAL			20

400 Level

First Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	BAF 401	Bank Lending and Credit Administration	3
2	BAF 411	Law of Banking I	4
3	BAF 421	Project Evaluation	2
4	BAF 431	Marketing of Financial Services	2
5	BAF 441	Banking & Finance Seminar	1
5	BUS 431	Business Communication Skills I	3
6	BUS 451	International Business	3
7	BUS 401	Business Policy and Strategy I	3
		TOTAL	21

Second Semester Course Offerings

S/N	Course Code	Course Title	Credit Units
1	BAF 402	Capital Market and Portfolio Theory	3
2	BAF 422	International Finance	3
3	BAF 432	Research Project	6
4	BAF 442	Law of Banking II	4
5	BUS 402	Business Policy and Strategy II	3
6	BUS 432	Business Communication Skills II	3
		TOTAL	22

11.2 COURSE DESCRIPTION

100 Level

First Semester

BAF 101: Introduction to Finance (3 credit units)

Nature and Scope of Finance: Meaning of Finance, The finance Function, Goals of the Firm, Finance and Related Disciplines, The Role of Financial Managers, Finance Decisions and Risk Return Trade off, Finance in the Organization Structure of the Firm. Basic Forms of Business organizations; Sources of Business Finance; Introduction to Financial Analysis; Profit planning; Financial Forecasting; and Introduction to Working Capital Management. Financial Statement Analysis: Overview of Financial Statement, User of Financial Statements, (3) Concepts of Financial Statement Analysis (Ratios), Limitation of Ratio Analysis (4) Concepts of Time Value of Money; simple Interest and compound Interest.

ECO 101: Principles of Economics I (3 credit units)

The Basic Problem of scarcity and Choice: the Methodology of Economic Science; the General Principles of Resources Allocation; the Concepts of Optimality and Equity; Equilibrium and Disequilibrium; Micro-economics versus Macroeconomics: Demand, Supply and Price: Types of Resources Allocation Decision; Methods of Resources Allocation in an Economy: Theory of the

Firm; Introduction to Welfare Economics. The course offers an introduction to the various issues, the nature of economic science, the methodology of economics, major areas of specialization in economics, stressing historical development of ideas, major findings in the various areas of specialization, elementary principles of micro and macroeconomics, current issues of interest and probable future developments.

GES 111: Communication in English I (2 credit units)

The course is designed to impart the communication skills in the medium of English. Emphasis is on introducing students to English for Academic purposes and specifically focuses on: Effective communication and writing in English, Language skills, writing of essay answers, Comprehension, Sentence construction, Outlines and paragraphs, Collection and organization of materials and logical presentation, punctuation. The concentration of this course is equipping students to develop appropriate language skills necessary for academic purposes.

GES 115: History and Philosophy of Science (2 credit units)

The course covers the following concepts and themes: scientific evolution of man – his origin and nature, man and his cosmic environment: the history of science; classification; scientific methods. Science and the environment; terrestrial and cosmic life; ecology and types of habitat; climate and vegetation; energy resources: fossil fuels, nuclear energy, and renewable and non-renewable energy/resources; Man and his energy resources, the Nigerian energy reserves, Environmental effect of chemical plastics, Textiles, Wastes and other material, Chemical and radiochemical hazards. Introduction to various areas of science and technology, Elements of environmental studies; characteristics of living things; cell and tissue biology; biochemistry and cellular metabolism; taxonomy of living things; heredity and evolution; technology and technological evolution; engineering technology and socio-economic development of Nigeria; the effect of adequate and stable electric power supply and satellite communication technology on the technological development of Nigeria; political and other constraints. The interaction between science and technology, the social implications of advances in science and technology: automated industrial plants; satellite technology; space technology; genetic engineering technology; weapons of mass destruction [WMD]; and environmental pollution are also covered.

GES 113: Nigerian Peoples and Culture (2 credit units)

Study of Nigeria history, culture and arts in pre-colonial times, Nigerian's perception of his world, culture areas of Nigeria and their characteristics, Evolution of Nigeria as a political unit, Indigene/settler phenomenon, Concepts of trade, Economic self-reliance, Social justice, Individual and national development, Norms and values, Negative attitudes and conducts (cultism and related vices), Re-orientation of moral Environmental problems. The concept of Culture; Pre-colonial cultures and languages of Nigeria; principles of kinship, descent, and marriage in Nigerian cultures as well as the evolution of Nigeria as a political entity, Nigerian political institutions are all explored. Nigerian economy and economic institutions; economic self-reliance; education and development in Nigeria; religion in the Nigerian culture; norms and values; principles of good and bad, right and wrong, moral implications of our choices, judgments, and actions; morality versus expediency; the role of conscience; moral obligations of choices are issued covered in this course.

GES 121: Use of Library, Study Skills, and Information Communication Technology (ICT) (2 Credit units)

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

materials; etc, Understanding library catalogues (card, OPAC, etc) and classification, copyright and its implications, Database resources, Bibliographic citations and referencing. Development of modern ICT, Hardware technology software technology, input devices, Communication and internet services, Word processing skills (typing, etc)

GES 123: Basic Communication in French (2 Units: LH 30)

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

BUS 121 Principles of Business Administration I

To help the learner gains an insight into various forms of business organizations, their operations, the functional areas within these organizations and how they relate. The course also aims at introducing students to the environment of modern business organizations and the appreciation by students of the relationships and interactions of different areas of business.

1. Nature and purpose of business organization
2. Forms of business organizations
3. Formation of companies
4. Business Combinations
5. Multinational companies
6. The production function
7. The finance function

BUS 101 Basic Mathematics I (3 credit units)

Basic notions in Numeric Analysis: the number systems; integers, properties of integers, rational and irrational numbers, complex numbers. Mathematics and symbolic logic: Inductive and deductive systems: Simple and compound statements, Truth tables; Elementary set theory: subsets, union, intersection, complements, Venn diagrams. Simple sequences and series, finite and infinite series, convergent and divergent series, Arithmetic and Geometric Progression; Permutations and combinations; Theory of quadratic functions, binomial theory, and equations; Algebraic and Transcendental Function; Functions of real variables, graphs, limits, and continuity; Expansion of Algebraic Function with Application in Business Studies; Basic trigonometry: trigonometric functions and their inverses; Inequalities. Power, exponential and logarithmic functions; Matrix Algebra: vectors and matrices; Differences Formula (Equal and Unequal Intervals); Interpolation and Summation Techniques, Coordinate Geometry; Cartesian and Polar Coordinates; Area of Triangles and Quadrilaterals; The Circles, Parabola, Ellipse, and Hyperbola are concepts covered in this course.

BUS 131: Introduction to Computers (2 Units: LH 15, PH 15)

History and Development of Computer Technology. The Why and How of Computers. Computer Types: Analog, Digital, and Hybrid. Central Preparation Equipment's: Key punch, Sorter etc. Data Transmission, Nature, Speed and Error Detection. Data Capture and Validation including Error Detection. Systems Analysis and Design. The Programming Process: problem definition, flow charting and decision table. The course offers general introduction to Computer Science; Evolution of computers and computer technology: generations and classification of computer architecture; hardware and software techniques and applications; Components of a computer system; Basic concepts of computer algorithms, programming languages, and programming; Introduction to computer networks; Use of keyboard and mouse as input devices; Windows, word processing, spreadsheets, and presentation slides; Organization chart of computer centre, categories of computer application, use of computers, advantages and disadvantages of computers, introduction to word processing Data communication (Basic concept and methods, of Computer networks,

Internet and E-mail concept), Data processing (properties, Type of processing; Batch processing), Number representation (Binary mathematics, Number conversion), computer Viruses and protections; Application of computers in social and natural sciences, humanities, education, and management sciences are all covered. The course also offers hands on practice using Microsoft Word, Excel, and PowerPoint.

ACC 101: Principles of Accounting (3 credit units)

The course introduces students to the nature, scope, and purpose of accounting; the role of accountants, the accounting functions and relationship to the information system of the organization as well as the historical background of accounting. Books of original entry; Source documents and their uses, subsidiary books; meaning, types and preparation; sales day book, purchases day book, returns inwards day book, returns outward day book and journal proper; classification, recording and summary of business transactions are introduced. The accounting equation, double entry principle – the theory and mechanics of double-entry book-keeping:- books of accounts, including cash book, ledgers, petty cash book and imprest system, posting of entries in the subsidiary books to the ledger, the trial balance, meaning and purpose of the trial balance, errors affecting the trial balance, errors not affecting the trial balance; correction of errors and the uses of suspense accounts. Final accounts of sole traders including adjustment for: provision for depreciation, provision for bad debts, accruals, and prepayments. Classification of expenditure between capital and revenue; bank reconciliation statement and adjustment of the cashbook are also introduced.

Second Semester

BUS 112: Introduction to Business (2 credit units)

This is an introductory course in *business administration* for beginning students of Management and Social Science disciplines. The course examines the concept of business and the role and functions of a business enterprise as an economic and social entity in a modern economy, the nature and scope of business administration as a course of study and a managerial activity, classification of businesses enterprises—micro, small, medium, and large-scale enterprises. Other topics covered are the legal forms of business ownership, organization and Management, a survey of the functional areas of business based on the framework of the value chain (primary activities and secondary activities), Marketing, Production, Finance and Accounting functions, the corporate social responsibility of business, Business Ethics, Profit and the business enterprise, International business, and the major problems facing Nigerian business enterprises.

BUS 102: Business Mathematics II (3 credit units)

Mapping and Transformation; Differential Calculus: Limits and Continuity—the derivative as a limit of rate of change; Derivation from First Principles; Techniques of differentiation; The straight line, parallel and perpendicular lines, angle between two straight lines, the distance between points from a line, parametric equations, tangents, and normal; Rules and techniques of differentiation, maxima and minima; Total Differentiation: Application to Marginal Analysis, Cost Functions, Indifference Curves, and so on; Partial Differentiation with Application to Marginal Analysis and Comparative Statistics; Maximization and Minimization. Integral Calculus; Integration as an inverse of differentiation, Integration as a limit of a sum, areas under a curve, volumes; Integration with Application to Marginal Total Equations; Applications and illustrative examples from management and the social sciences.

BAF 102: Elements of Banking (3 Units: LH 45)

The Business of Banking, The Development of Money, Historical Development of Banking, The Central Bank of Nigeria, The Nigeria Banking structure, Savings and Investment, The Nigerian Money Market, Bank's Balance Sheet, Organizational Structure of Clearing Bank, Bills of Exchange Cheques, Methods of Payment through the Banking System, Bank Customers, Bank Accounts Services for the Exporters and Importers, Bank, lending, Interpreting the Accounts of Customers and The Banker's Institute (The Chartered Institute of Bankers of Nigeria (CIBN)).

BAF 112 Introduction to Money and Banking (3 credit units)

Nature, forms and functions of Money: theories of Commercial Banking operations; Principles and functions of different types of Banking Institutions; the Banks and Money Supply; Money and Capital Markets; Monetary and Fiscal Policies; Inflation and Credit Creation; History of Banking in Nigeria; Development of the Central Bank; General Principles of Bank Lending; Bank Services; Methods of Payment through the banking system both domestic and overseas; the balance sheet structure; the protection of deposits funds; reserve and liquid assets requirements.

ECO 102: Principles of Economics II (3 credit units)

Introduction to Macroeconomics: nature, scope and basic concepts of economics, methodology of economics, circular flow of income and National Income Determination; the Public Sector in the National Economy; demand, supply and market equilibrium, Macroeconomic Policy Objectives and Instruments; Introduction to Money and Banking, Introduction to Economic Growth and Development. Trade Politics with Particular reference to Nigeria.

GES 122: Communication in English II (2 credit units)

This is a continuation of GES1011 (Communication in English 1) which introduced students to the rudiments of English for academic purposes. Logical presentation of papers, Phonetics, Instruction on lexis, Art of public speaking and oral communication, Figures of speech, Précis, Report writing. The focus of this course is academic writing and information literacy skills. Broadly, the course covers the use of English for academic discourse, use of library skills with particular reference to information literacy skills for academic success. The use of English component seeks to equip students with the linguistic conventions and skills suitable for academic writing such as fundamentals of English language grammar related to the sentence; writing – planning, assembling and organizing outlines, unity, coherence, context, originality, mechanical accuracy, paragraph development, forms of writing including but not limited to narration, description, argumentation, exposition, summary, correspondences, speech writing, etc.

GES 112: Logic, Philosophy, and Human Existence (2 credit units)

A study of the nature, definition, and the main branches of philosophy; Philosophy and other disciplines; Nature of philosophical problems; Periods in the history of philosophy; Philosophy and national development: national ideology and patriotism are examined in this course. The section on Logic deals with the following: symbolic logic, special symbols in symbolic logic— conjunction, negation, affirmation, disjunction, equivalence, and conditional statements law of tort; the method of deduction using rules of inference and bi-conditionals qualification theories. Types of discourse, Nature or arguments, Validity and soundness; Techniques for evaluating arguments; Distinction between inductive and deductive inferences; etc. (Illustrations will be taken from familiar texts, Including literature materials, Novels, Law reports and newspaper publications).

GES 142: Community Service (1 credit unit)

Civil works beneficial to the University community and its environs, including but not limited to farming, road building and maintenance, landscaping, planting of flowers and hedges, grass-cutting and general cleaning of the campus and its environs, concreting and laying of seating and footpath slabs.

MKA 102: Elements (Principles) of Marketing (2 credit units)

Introduction: marketing definition, concept, evolution, role and importance, the marketing system. The marketing analysis: marketing environment, buyer behavior, market segmentation; market measurement and forecasting; marketing research. The marketing mix: the product concept, development and life cycle; product classification and marketing strategies, pricing, management of the channels of distribution. Promotion: advertising, personnel selling, public relations and sales promotion, marketing of professional services. Appraising the marketing effort. **Other** topics covered include the micro and macro environments of marketing; analysis of key consumer and industrial markets; understanding consumer behavior; marketing research and information systems; market surveys and demand forecasting; global marketing, marketing in not-for-profit organizations, and in service industries; and careers in marketing. The pedagogical method combines the normal classroom lectures and tutorials with the case method.

THG 172: Introduction to Church History (2 credit units)

Medieval Church history covers the Middle age period, which gave birth to scholasticism and humanism. These two movements are important to any attempt to understand the development of history of theology in this period and the religious and intellectual factors that led to the Reformation. This is a period between the Dark Ages and the 16th Century. However, the Reformation and Counter Reformation period is purposely included in order to bring the period to its logical conclusion to the contemporary era and to the Second Vatican Council.

First Semester**BAF 201: Financial System (3 credit unit)**

The course is to inculcate an understanding of the relationship between the financial and non financial sector of the Nigerian economy. The nature and functions of different types of financial institutions intermediators in the economy. These institutions include The Central Bank, Commercial Banks, Merchant Banks, Development Banks, Investment Companies, Insurance Companies etc. Role, Function, Evolution, Structure and Performance. Rural Banking, Marketing of Bank Services. Financial Markets. Role, Functions, Structure and Performance. Comparative Banking and Financial Systems. International Financial System. Universal banks. Other topics include;

1. Overview of the financial sector;
2. nature and functions of different types of financial institutions;
3. classification of financial institution;
4. financial structure, financial development and real development;
5. banks and non-banks as financial intermediates;
6. the financial intermediation function;
7. role of money and finance in economic development; financial intermediaries and the saving-investment process' on banks
8. Financial intermediaries and effectiveness of monetary policy.
9. The evolution and structure of the Nigerian financial system;
10. Evolution, structure and function of financial market in Nigeria. Instruments of the financial markets.

11. Current trends in the banking: international and economic development institutions ADB, NEXIM, SME, NERFUND, Trade Bank, IM , Nigeria Trust Fund

BAF 211: Banking Methods and Practice (3 Units: LH 45)

1. Banker and Customer Relationships. General and special relationship between banker and customer, banker's right, e.g. lien, setoff, appropriation of payment etc banker's duties with emphasis on duty of secrecy.
2. Customer's right and obligations.
3. Special relationship arising out of banker's opinions, indemnities, power of attorney, mandates, standing orders and direct debits, safe custody etc.
4. Opening and conduct of accounts for all customers, especially personal customers including minors, joint account customers, executors, administrators and trustees, solicitors, clubs and societies, religious organizations, partnerships and limited liability companies.
5. Procedure for closing accounts.

ACC 201 Financial Accounting & Reporting1 (3 Credit Units)

This course reviews ACC 1122 and examines further problems on incomplete records, preparation and presentation of final accounts of non-commercial organizations such as clubs, societies, trade unions, churches, mosques etc; Reserves and provisions, accounting treatment of fixed assets and current assets based on SAS 3; introduction to partnership accounts including the final accounts; Changes in partnership: admission/death/retirement of partners including treatment of goodwill, partnership case laws; dissolution of partnership-piecemeal realization in partnership and Joint Venture Accounts.

BUS 201 Business Statistics (2 credit units)

This is the first of a two-semester course in elementary statistics as applied in business and social as well as the natural sciences. This first segment focuses on descriptive statistics. Topics covered include nature, definition, and scope of statistics, as well as the role/use of statistics in everyday life. Basic concepts in statistics: variables, discrete and continuous variables; functional relationships. Sources and nature of published statistical data in Nigeria, their uses and limitations; Types of data: primary and secondary data; Methods of collecting data—census and surveys; Population and sample; Techniques of data presentation—tables, graphs, and diagrams; Frequency distributions and comparisons; Measures of central tendency and dispersion, moments, skewness and kurtosis; Elementary ideas of probability and probability distributions. Normal Binomial, Poisson and Hyper geometric.

ECO 201: Micro-Economic Theory (3 credit units)

Analytical tool and models of Microeconomics. Methodology of economic science; Problem of scarce resources and allocation of resources in product and factor markets with application to Nigerian and other economics; Supply and demand theory; Cobweb theory; Introductory dynamics; Theory of Consumer Behavior and Demand. Theory of Production and Cost Theories of the Firm, Pricing and output under Perfect, Imperfect, Monopoly, Monopolistic, and Oligopolistic Competition. Pricing of production factors and the theory of comparative costs are covered. Theory of Employment and Distribution in perfect and imperfectly competitive markets; Linear Programming and the theory of the firm: Equilibrium concept, possibility of Disequilibrium, Partial equilibrium and General equilibrium analysis and Introduction to Welfare Economics.

GES 223: Entrepreneurship and Innovation (2 credit units)

Introduction to entrepreneurship and new venture creation; Entrepreneurship in theory and practice; the opportunity, forms of business, staffing, marketing and the new venture; determining capital requirements, raising capital; financial planning and management; starting a new business, feasibility studies; innovation; legal issues; insurance and environmental considerations. Possible business opportunities in Nigeria. The second half of the semester will focus on learning how to conduct a market survey and consumer research for identifying and evaluating new business opportunities, setting up a business organization, and keeping of basic business/accounting records, developing a business plan, and identifying sources of financing. The problems of financing and managing growth in entrepreneurial firms will be discussed.

GES 221: Peace Studies and Conflict Resolution (2 credit units)

Basic concepts in peace studies and conflict resolution. Peace as a vehicle of unity and development. Developing a culture of peace. Peace-building. Conflict issues. Types of conflict, e.g., ethnic/religious/political/economic conflicts. Root causes of conflicts and violence in Africa. Indigene/settler phenomenon. Management of conflict and security. Peace mediation and peace-keeping. Alternative dispute resolution (ADR). Dialogue/Arbitration in conflict resolution. The role of international organizations (example, ECOWAS, African Union, United Nations) in conflict resolution.

THG 211: Basic Spiritual Theology (2 credit units)

The course aims to lead the students into the nature of the spiritual life in a way that gives meaning and purpose to the spiritual exercises they perform. It studies the nature of theology as a systematic reflection on the meaning and content of Christian revelation and faith; various theological disciplines and their interconnectedness; meaning of spirituality; different aspects of spirituality – Biblical, Liturgical, Pastoral and African; rise and development of monasticism and modern Spirituality; overview of the history of Christian Spirituality; Christian virtues and universal application of charity, chastity, poverty and obedience, spiritual retreats.

BUS/LAW 231: Company Law (4 credit units)

The course covers the Nigerian legal system; sources of Nigerian law, division of powers between the federal and state governments; Statute law—its legislations and interpretations; History and development of common and equity laws; Hierarchy of Nigerian law courts; distinction between civil and criminal liability; The nature of tort, the basis and extension of various types of interest in the legal person and corporate personalities; The doctrine of ultra vires of contract; Law of commercial agency, commercial arbitration, law of contracts, commercial contracts, commercial relations between persons, unfair competition, passing off and “Trade Libel”, sale of goods, carriage of goods, negotiable instruments, hire purchase and installment purchases; surety ship and guaranties; pledge, lease, and exchange control. Laws relating to bankruptcy deeds of arrangement, voluntary and compulsory liquidations, disposition of property by will and letters of administration, etc.

Second Semester**ACC 202: Cost & Management Accounting (3 credit units)**

Nature, Scope and Functions of Cost and Management Accounting. The Principles underlying the preparation and presentation of Cost Accounts for various types of business. The different meaning of ‘cost’: Viz: Historical Costs, Standard cost, Marginal cost, Average cost etc. Cost

Units and Cost Centers. The Elements of Cost and Classification of costs. Cost Accounting for Material, labor, Over-heads and Equipment: Job and Process of Cost Accounting, Elements of Marginal Costing, Standard Costing and Budgetary Control. Double Entry Accounts for Cost Control. Nature and Uses of Accounting Ratio. Elementary Break-even Analysis, Current Problems and Issues. costing differentiated from absorption costing, treatment of relevant cost, limiting factors, marginal costing for managerial decision-making; Standard Costing; types of standard costing, adjustment of standard, preparation of operating statements using standard costing variance analysis, quantity, rate, cost and efficiency variances, budgetary control variance; Budgets and budgetary control, types of budgets, budget preparation, principal budget factor, these budget manual, flexible budgeting, budgetary control techniques, behavioral aspects of budgeting; topical issues in cost accounting are topics covered in this course.

ACC 212: Financial Accounting & Reporting II (3 credit units)

This course reviews of ACC 2131 and also covers such topics as: Bills of exchange, consignment accounts, containers account, goods on sale or return, Royalties account, voyage account, insurance claims accounts, sinking fund accounts; investment accounts, contract accounts including treatment of SAS 5.

BAF 212: Financial Mathematics I (3 Units: LH 45)

Introduction to Set Theory with applications to business-related problems. Indices and indicial equations with Graphics Algebraic expressions. Polynomials; Equations and Inequalities with applications. Coordinate geometric lines. System of linear equations with applications. Simple and compound interests. Present value. Annuities, amortization. Elementary operations on matrices.

BAF 202: Introduction to Financial Systems (2 Units: LH 30)

1. Overview of the financial sector;
2. nature and functions of different types of financial institutions;
3. classification of financial institution;
4. financial structure, financial development and real development;
5. banks and non-banks as financial intermediates;
6. the financial intermediation function;
7. role of money and finance in economic development; financial intermediaries and the saving-investment process' on banks
8. financial intermediaries and effectiveness of monetary policy.
9. The evolution and structure of the Nigerian financial system;
10. Evolution, structure and function of financial market in Nigeria. Instruments of the financial markets.
11. Current trends in the banking: international and economic development institutions ADB, NEXIM, SME, NERFUND, Trade Bank, IMF, Nigeria Trust Fund.

BAF 222: Application of Computer in Finance and Banking (3 Units: LH: 30; PH 45)

It covers the following topics: Introduction to computer, Computer application in storage control, Computer application in financial analysis, Computer application in financial control, computer application in quality control and computer application in decision making in investment.

BUS 212: Quantitative Analysis (2 Units: LH 30)

The goals of quantitative analysis are:

- Problem solving with practical, authentic application problems.
- Analyses, interpretation, and questioning of results

- In-depth understanding of mathematical concepts of beginning algebra and geometry to gain an appreciation of mathematics.

Students will work as teams on major projects to:

- Determine the reasonableness of results.
- Interpret results.
- Use critical thinking skills to analyze results.
- Organize and present information graphically, numerically, symbolically, and verbally.

GES 312: Business Creation and Growth (2 credit units)

The history and economic role of entrepreneurship. Theory and the practice of entrepreneurship. Starting and managing a new enterprise. Characteristics of entrepreneurs, the identification and evaluation of new venture opportunities, resources utilization, strategy development and successful planning, implementing and launching of new business venture. Analyses of case studies and developing of detail business plan for starting, owning an enterprise and succession planning. The focus of this course is on fostering the practice of entrepreneurship among student participants. The students will learn how to identify and evaluate new business opportunities in the manufacturing and service industries in Nigeria, and how to start and manage a small or medium-sized business venture. Topics to be covered include: Identifying and evaluating new business opportunities; Conducting a feasibility study; Starting a new business venture from the scratch; Acquiring an existing business; Successful business planning: (1) Formulating a business plan, (2) Developing business strategies in the manufacturing industry; (3) Developing business strategies in the service industries; (4) Implementing business strategies; and (5) Evaluating business strategies. Every student enrolled in this course will be expected to participate in a group to do a feasibility study and then develop a detailed business plan for starting, owning, and managing a small or medium-sized business enterprise.

THG 272: Social Teachings of the Church (2 credit units)

Since theology does not restrict itself to spiritual matters alone but concerns itself with the entire human well-being, the course therefore with reference to the social teachings of the Church, examines the efforts of the Church as also pastor of the material well being of human persons, with special emphasis on human dignity and rights.

BAF 232: Electronic Banking (3 Units: LH 45)

Banking in the 21st century will be technologically driven, Globalization, disintermediation, competition, emerging markets and technology will be the challenges of the future of banking.

Electronic banking is a must to survive in the banking arena. Automated Teller Machines (ATM), Point of Sales Terminals (POS), electronic Fund Transfer Systems (EFT), Call Centers, Telephone Banking, Internet Banking, Digital Television Banking, GSM Mobile Banking and Virtual Banking are the new tools used in giving banking services to the corporate and individual customers. Electronic Banking Course will cover all the new E-banking concepts, innovations and implementations which will make the bank of the future survive in the 21st century.

The course will cover the following topics:

1. Overview of Electronic Banking arena
2. Hardware and Software Requirements in Electronic Banking
3. Retail Banking
4. Electronic Delivery Channels and Products:

- i. ATM
- ii. Telephone
- iii. Internet
- iv. Mobile
- v. TV Banking

5. Banking Products

- i. Traditional products
- ii. The new banking products
- iii. Segmentation

6. Banking Systems for Electronic Delivery

- i) Front-end and Presentation
- ii) Middleware and Messaging
- iii) Back-end and the Business Rules
- iv) Security a. Encryption
- b. Firewalls
- c. Authentication

7. Banking Organization for Electronic Delivery

8. Future Trends

- i) Breakdown of Geographic Barriers
 - ii) Commoditization of Banking Products and New Competitors
 - iii) New Competitive Strategies for Banks
 - iv) Banking Technology
 - a. Customer relationship management (CRM)
 - b. Virtual Banks
 - c. Data mining
 - d. Intelligent agents
 - e. Biometrics
 - f. Mobile wireless access devices
9. Risk Management for Electronic Banking
 10. Risks in Computer and Electronic Banking
 11. Electronic Money, electronic Cash
 12. Internet Communication Technology
 13. Electronic Payment Systems
 14. Audit of Electronic Banking Activities

300Level

First Semester

BAF 301: Principles of Finance (3 credit units)

The course is an overview of basic principles and theoretical framework leading to sound corporate financial management decisions. The course deals with financial statements, cash flow and taxes with a look at key financial statements, including the balance sheet, income statements and cash flow statements. The course also deals with capital budgeting, risk and return, cost of capital and financial policy, planning and management. Also examined are the various financial ratios and the type of information that they convey to us with regard to the financial health of a business and the process of looking ahead and anticipating the future.

1. Financial Statements, Cash Flow, and Taxes Depreciation

2. Analysis of Financial Statements
3. Basic theories, concepts, techniques and skills of financial management.
4. Tools for measuring and analyzing the financial performance of a firm.
5. Financial Planning and Forecasting
6. The Financial Environment: Markets, Institutions, and Interest Rates
7. Risk and Rates of Return
8. Time Value of Money
9. Bonds and Their Valuation
10. Stocks and Their Valuation
11. Basics of Capital Budgeting
12. Introduce global markets and their impacts on and linkages with the Global markets.
13. Apply the finance techniques by doing assignments on various financial topics utilizing MS Excel (computer lab) and Stock Investing

BAF 311: Financial Mathematics I (3 credit units)

Introduction to Set Theory with applications to business-related problems. Indices and indicial equations with Graphics Algebraic expressions. Polynomials; Equations and Inequalities with applications. Coordinate geometric lines. System of linear equations with applications. Simple and compound interest. Present value. Annuities, amortization. Elementary operations on matrices.

BAF 321: International Trade and Finance (2 credit units)

The basis of trade: the theory of comparative costs and comparative advantages impediments of trade. Balance of payments structure interpretations and problems of definition, causes of imbalance and methods of adjustment analysis of intervention. Stabilization funds and exchange controls. Payments Abroad. The theory and practice of foreign exchange: Nostro and Vostro Accounts: payment methods. Risk management and Decision, Identification and elimination of Risks. Collections: Clean collection, Parties involved in collection. Sight and Term Bills of Exchange. Tariffs: Argument for tariff or protection. Tariff and National Income, Quotas and Quantitative restrictions, Equilibrium and Disequilibrium in the Balance of Payments.

BAF 331: Corporate Governance (2 credit units)

This course introduces students to the principles of corporate governance and the role of the mid-level manager in ensuring that corporate governance processes are implemented and monitored. Topics to be covered include corporate governance principles, stakeholder and leadership considerations, the role of the mid-level manager in corporate governance, the role of ethics in the governance process, and tools for governance compliance and transparency.

Overview of Corporate Governance

Describe the shift in corporate power from the CEO to other stakeholders.

- Define the responsibilities of management in corporate governance.
- Examine compliance controls.
- Designate management's role in compliance evaluation and reporting processes.
- Describe "whistleblower" requirements.
- Examine the audit committee and external accountant requirements.

Independence, Roles and Ethics

- Critique the independence objectives of corporate governance.
- Analyze the roles of the key corporate governance players.
- Critique the role of ethics in compliance.

Components of Corporate Governance

- Identify corporate charter and bylaw provisions.
- Evaluate the effects of the components of a corporate governance infrastructure.

Governance Evaluation

- Identify the corporate governance problems leading up to the corporate scandals of the early 21st century.
- Examine the influence of the governance rating industry on American corporations.
- Evaluate governance rating schemes and methodologies.
- Evaluate corporate America's reaction to the governance rating industry.

BAF 341: Investment Management (2 Units: LH 30)

Introduction: The concept of International Business, Classical Trade Theory: Introduction, Mercantilism and Nation Building, Free Trade (Theory of Absolute Advantage), Theory of comparative advantage, The Assumptions of classical Trade Theory, Modern Trade Theory: Factor Proportions and Factor Intensity, Offer Curves – Reciprocal Demand and Supply, Dynamic Factors. Changing the Basis of Trade, Terms of Trade Measures, and The Effects of Tariff; International Finance: Balance of Payments Accounting – Credits, Debits, and Current Account, Balance of Payment Accounting – The Financing Accounts, National Income, Prices and Trade Balance, The Foreign Exchange Markets, Relatively Fixed Rate System. The Gold and Gold Exchange standard. International Business Environments.

BAF351/MKA 221: Public Relations (2 Units: LH 30)

This course will introduce students to the basic principles of public relations. Upon completion, the student will understand research, how to develop a public relations plan, and how to evaluate its results. The course will also introduce students to myriad technologies utilized by today's public relations professionals. This is a marketing elective. A study of publicity and other advertising activities undertaken by the firm to stress the overall quality and social responsibility of the firm in society generally build awareness among the firm's publics and, therefore enhance its image, reputation, and prestige generally in a way that facilitate the achievement of the company's marketing goals.

BAF 361: Universal Banking (3 Units: LH 45)

The student is expected to comprehend the legal and regulations of the universal banking system. A clear distinguishing features of institutions which a banking group can assume i.e. merchant, commercial, mortgage, insurance, mutual fund unit trust, pension funds etc.

1. Evolution of Merchant and Commercial Banks. Distinguishing features and functions of merchant and commercial banking.
2. Laws and regulations guiding merchant and commercial banking.
3. Structure and performance in Nigeria of Merchants and Commercial Banks.
4. Syndication. Funds transfer system. Clearing houses.
5. Legal rights of investors; practice of corporate finance.
6. The concept of Portfolio Theory and Management.
7. Portfolio constructions: Objective, approaches and management
8. Portfolio Models: Makowitz Model, Sharpe index model etc
9. The capital Assets Pricing Models (CAPA) and Arbitrage Pricing Theory for determining the cost of capital

BUS 321 Human Resources Management (2 credit Units)

An introduction to the theory and practice of personnel management and industrial relation with particular reference to the evolution of industrial relation in Nigeria. The course contents include: the concept of human resources management, the role of personnel management, and the evolution of personnel management function in an organization. Manpower planning: job design, job analysis and description. Manpower forecasting: manpower inventory, recruitment and selection procedures. Employee performance appraisal and compensation plans and incentives. Career planning: management development and training. Employee records maintenance.

BUS 361 Financial Management (2 credit units)

This course is designed to prepare students in the techniques of financial management, investment analysis, how the capital market and other financial institutions operate, and of corporate finance. Topics covered include: types and sources of funds, management of debtors, cash management, cash budgeting, funds flow statement, break-even analysis, ratio analysis, capital market operations in Nigeria, and security analysis. Capital budgeting (under certainty and uncertainty) cash flow forecasting techniques for project evaluation, cost of capital, financial leverage, capital structure theories, risk analysis and diversification. Dividend policy and internal financing, portfolio theory and management, efficient market hypothesis, securities valuation, capital asset pricing model (CAPM) etc. foreign currency transactions, analysis and interpretation of financial statements and reports. Gearing theories, traditional view, and the Modigliani Mill hypothesis, borrowing limits, dividends and retention policies.

300L Second Semester

BAF 302: Banking Practice (3 Units: LH 45)

Introduction: Banks in Nigeria: Banker and Customer Relationship; Accounts of Customers; Negotiable Instruments; Duties of the Paying Banker; Duties of the Collecting Banker; Other Services offered by Banks; Relationships with limited Liabilities Companies; Bankruptcy. Securities for Bankers Advances; Securities and Loan Recovery, Land and Security. Life Policies and Stock/Shares Guarantees. Debentures. Other securities.

BAF 312: Comparative Banking (3 Units: LH 45)

Political economy of banking. Banking under capitalism. Banks, Banking and socialism. Universal banking, Inter-country comparison of regulations and conduct of banks. Inter-temporal comparison of banking in Nigeria.

ECO 312: Monetary Economics 1&2 (2 Units)

This course help to acquaint the students with the various theories and monetary policy instruments used in controlling or influencing the level of Demand, supply and the management of money in circulation in a domestic economy. Topics include the nature, types of money, functions of money, the barker system and their effects. The demand and supply of money and interest rates. The various theories of money-quality theory, in quality preference, portfolio balancing, wealth adjustments and recent development in money market. Other topics include inflation, stagnation trade cycle theory, neo-classical revival in monetary policy; emphasis is on relevance of these theories in Nigeria and Africa.

BUS 332 Research Methods in Business (3 credit units)

The basic principles of conducting empirical research in business and related social science disciplines. Topics covered include basic concepts in scientific enquiry, meaning and importance

of research in business and related disciplines, basic types of research, and basic concepts in research, such as variables, concepts, constructs, measurement, propositions, models, theories, laws, and so on. Choosing a topic for research, literature review, and various methods of collecting data. Treatment of pre-gathered data, testing of hypothesis, and writing a research report. The problems of conducting business research in Nigeria will be examined.

BUS 342 Analysis for Business Decisions (3 credit units)

This course introduces the students to the tools of management science methodology and their applications in analyzing varieties of business decision problems. The course content will focus on mathematical programming and their applications to special types of problems in business management—product mix problems, the transportation problem, and assignment problems. Network models and their applications in project management. Dynamic programming. Game theory and its applications in management decision situations. Decision theory, queuing theory and inventory models.

BUS 302 Organizational Behavior (3 credit units)

Concepts of organizational behavior: organization, managers, administration and individual behavior processes, such as organizational change, roles and conflict, communication in organization, status, authority, responsibility and delegation, power and control, leadership, Motivation and incentive, people and personality, Social perception of people and their relevance to Nigerian work environment.

BUS 352 Production and Operations Management (3 credits units)

Elements of production; Production and process design and management. Facility location and layout. Modern tools and machinery of production. Standards definition. Line balancing. Automation. Production planning, scheduling, and control. Technical feasibility assessment. Work-study. Maintenance of tools and equipment. Cost-benefit analysis. Quality control. Inventory control. Project Planning, Forecasting, Aggregate planning control and material resources planning.

ENT 312 Entrepreneurship Development (2 credit units)

This course is designed to broaden and deepen the student's entrepreneurial mindset and knowledge of the basic principles of establishing and managing his/her own micro, small, or medium sized enterprise (SME) after graduation in the context of Nigeria's economic and social realities. About half of the class periods will be devoted to formal lectures on the topics of entrepreneurship development, while the other half will be devoted to hands-on practice in developing a business plan for starting a new business venture in Nigeria.

400L First Semester

BAF 401: Bank Lending and Credit and Administration (3 Units: LH 45)

Definition and Concept of credit administration; need for administration and control system or process/step of credit administration and control. Loans(Advances), Types of Loan, personal/individuals, partnership corporate, short-term, medium-term, long-term. Credit Administration and control: loan approval and draw down; Loan applications, appraisals, assessment /interviews – roles of financial statements in loan appraisals – Assessing the strength and weakness of customer through analysis of Balance Sheet, P/L accounts, cash budget and financial projections including preparation and analysis of cash flows. Relevance of the ratio

analysis in forecasting in assessing financial requirements for projects. Loans/ project appraisal visits – field visitations and appraisals de-approval.

BAF 411/BAF442: Banking Laws and Regulations 1&2 (8 credit units)

Need for, nature and forms of bank regulations. Regulatory agencies: their evolution and functions. Critical aspects of banking practices subject to control and current status of banking regulations in Nigeria. Banking laws and regulations and their effect on Bank Performance Ethics of Banking. It also covers Nigerian and international legislation which govern the conduct of banking, negotiable instrument, money lending surety ship and guarantees, and basic provisions of law governing insurance and banking institutions in Nigeria. Characteristics of financial services. Understanding customer/client behavior and decision processes in the financial services sector. Developing brand and customer loyalty in the financial services industry. Developing financial services products and brand management in the financial services industry. Developing and managing distribution channels in the financial services industry.

BAF 421: Project Evaluation (2 Credit Units)

Project; concept and dimensions; Project cycle, techniques of project identification. Element of project analysis: Assessment of private profitability. Cash flow dimensions; Analysis of risk and uncertainty; project evaluation and review techniques (P.E.R.T.). Project Implementation Assessment of social profitability. Cost and benefit analysis.

BAF 431/MKA 411: Financial Services Marketing (2 credit units)

The Concepts of “Marketing” and “Financial Service”; Marketing Review and the Role of Marketing in the Service Industry; Consumer Behaviour and Decision Process: Segmentation, Targeting, Positioning, etc; Service and Customer Orientation; Financial Services Development and Management; Marketing Channels and the Effects of Technology, Pricing, Profitability. Decision Making Communication (IMC): Advertising, Branding, Sales Promotion, Sponsorships, Events in the Financial Services Industry, Building Marketing Staff Retention and Loyalty; Competitive Strategies in the Financial Services industry. Globalization, Internal and External Environmental Factors and their impact on the Financial Services Industry.

BAF 441: Banking and Finance Seminar (1 credit unit)

The objective of this course is to offer students the opportunity to select and explore at least two topics of interest and relevance in any area of Banking and Finance and to groom him or her in undertaking literature review. It is also expected that the student will acquire the tools and experience for writing academic articles with a view to making some contribution to knowledge. The seminar paper so produced will be presented before a group of Departmental/Faculty Members and Students of the department/Faculty.

BUS 431: Business Communication Skills I (3 Units: LH 45)

Rudiments of Communication: Communication Defined, Elements of Communication, Principles of Communication; Oral, Written and Non verbal Communication: Language Defined, Non-verbal communication, Listening, Oral and written Communication; Functions and settings of Communication: Functions of Communication, Communication setting; Communication Theories and Models: Linear Model, Interactional Model, Transactional Model etc. Writing and Communication Methods: Writing Defined, stages of Writing, other Aspects of the Writing Process, Corporate and Public Communications, Commercial Communication Method and Letter Writing.

BUS 451 International Business (3 credit units)

This course examines the nature and scope of international marketing and the concepts, theories, and practices in multi-country marketing. Why countries engage in international marketing. Theories of international trade. Classical trade theory: Mercantilism and Nation building. Free trade—the theory of absolute advantage, the theory of comparative advantage. The assumptions of classical trade theory. Modern trade theory—factor proportions and factor intensity, reciprocal demand and supply. Globalizations of markets; terms of trade and the problems of unequal exchange, balance of payments, the effects of tariffs, and the international organizations influencing international business and international trade, and international business—WTO, ECOWAS, and so on; international market entry strategies; business opportunity analysis in international markets; development of international marketing strategies; and standardization and adaptation of international marketing.

BUS 401 Business Policy and Strategy I (3 credit units)

This is the first segment of a two-semester course on business policy designed to give final year undergraduates of Business Administration, accounting, Banking and finance, and marketing and advertising an opportunity to pull together all they have learned in the separate business fields and utilize this knowledge in the analysis of complex business problems of management which the student has already been partially familiar with in earlier courses. Emphasis is in the development of skill in applying the strategic management process to identify, analyze, and solve problems of a business enterprise in situations that approximate the real business world. The first segment of the course focuses on strategic management--the sequence of decisions an organization's top management makes in building a stronger long-term competitive position by formulating, implementing, and evaluating strategies, plans, and policies that align the organization's strengths and weaknesses to the opportunities and threats it faces in its business environment. Examples of strategy development in real-life business situations are examined. The pedagogical method combines the normal classroom lectures and tutorials with the case method.

Second Semester 400L**BAF 402: Capital Market and Portfolio Theory (3 Units: LH 45)**

Study of portfolio selection and management. Risk and Returns. Potential profitability of various investments, forecasting returns on individual portfolios. Stock Exchange: Growth, Structure, performance in Nigeria. Capital Market theory, and current state of empirical evidence of Models for evaluation of portfolio performance.

BAF 422: International Finance (3 Units: LH 45)

Introduction to international trade. Balance of payments and its adjustments. Foreign exchange market and its efficiency. Theory and practice of devaluation. International Financial Institutions and market. Functions, Features, Instruments, Structures, and performance. International Capital Flows external debt and financing, portfolio and foreign direct investment.

BAF 432 Research Project (6 credit units)

This is a two-semester course in which the student, under the supervision of an assigned member of staff, undertakes a research project in order to gain practical knowledge of, and demonstrate competence in, designing and executing an original study or empirical research on a topic chosen from an area of specialization and approved by the Head of Department. The student writes a

research report on the project topic, which is expected to demonstrate and improve upon the skills acquired in BUS 3352, submits bound copies at the end of the second semester to earn a grade.

BUS 402 Business Policy and Strategy II (3 credit units)

This is the second segment of the two-semester course started in BUS 4291. This segment focuses on the development of business policy as a top management function. The concepts of policy and decision making will be examined from the top management perspective and corporate management of the human organization as corporate plans, strategies, and policies are implemented at all levels of the organization. The concluding parts of the course takes particular cognizance of the problems associated with the formulation of functional tactical plans and policies, with particular reference to personnel, marketing, Research and development, Financial, Pricing policy formulation, Mergers and acquisition and production and procurement policy formulation.

BUS 432: Business Communication Skills II (3 Units: LH 45)

Process of Meetings, Conferences, Seminars, Symposium and Debates: Meeting Defined, Conduct, Procedures, Aims and Benefits/Disadvantages of Meetings, Written Rules Affecting Meetings, Conference, Seminar, Symposium and Debates. Uses of Words, Sentences and Figurative Expressions, Words and their Meanings, Synonyms and Antonym Dynamism in Words, and Predication, Suffixation, Sentences/Figurative Expression. Reports and Handover notes: Types of Reports, Components of Reports and Handover Notes. Organization communication: The concept of organizational communication, Factors Affecting Effectiveness of Organizational Communication. Types of organizational Communication. Public Relations and Marketing Communication.