

**DEPARTMENT OF ACCOUNTING,
B.Sc. ACCOUNTING PROGRAMME
FACULTY OF MANAGEMENT SCIENCES
AMBROSE ALLI UNIVERSITY, EKPOMA**

ACADEMIC STAFF LIST

| S/N | Names | Rank | Qualification(s) | Area(s) of Specialization |
|------------|---------------------------|--|---|---|
| 1. | Dr. L.A. Ibadin | Senior Lecturer/Head of Department (HOD) | B.Sc. (Benin), M.Sc (Lagos), MBA (Benin), Ph.D (Benin), FCPA (Nig.), FNIM (Nig.) | Public Sector Accounting, Cost and Management Accounting, Auditing & Investigation, Financial Accounting and Financial Management |
| 2. | Prof. O.M. Aigbokahevbolo | Professor | B.Sc (Accts), BUK, MBA, Ph.D (Benin), AMNIM, ACTI, CA, OBM (USA) | Cost and Management Accounting, International Accounting and Research |
| 3. | Prof. A.O. Arowoshegbe | Professor | B.Sc (Benin), M.Sc (Benin), M.Sc Finance (Benin), Ph.D (Benin), FCA (Nig.) FCTI (Nig.) | Financial Accounting, Financial Reporting, Financial Management and Research |
| 4. | Dr. R.I. Oghuma | Senior Lecturer | B.Sc (Benin), MBA (Benin), M.Sc (Benin), Ph.D (Benin), FCA (Nig.) FCTI (Nig.) | Taxation and Tax Laws, Financial Accounting, Cost & Management Accounting, Bankruptcy and Liquidation |
| 5. | R.O. Okolie | Senior Lecturer | B.Sc (Ekpoma), MBA (Benin), M.Sc (Lagos), ACA (Nigeria) | Financial Accounting and Public Sector Accounting |
| 6. | Dr. N.A. Omoregie | Senior Lecturer | B.Sc. (Benin), MBA (Benin), M.Sc (Benin), M.Ed (Benin), PGD Comp.Sci (Benin), PGDE (Benin), Ph.D (Benin), ANIM (Nig.), CPA (Nig.) | Bankruptcy and Liquidation, Cost and Management Accounting, Management Information System |
| 7. | Dr. Elijah Afensimi | Lecturer II | B.Sc (Benin), M.Sc (Benin), Ph.D (Benin), ACA(Nig) | Financial Accounting, Cost & Management, Accounting and Auditing |

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|-----|--------------------|-----------------------|--|---|
| 8. | Dr, G.O. Ehichioya | Lecturer II | B.Sc (Ekpoma), M.Sc (Benin), Ph.D (Awka) | Financial Accounting, Management Accounting, and Taxation |
| 9. | Ofanson, C.E. | Assistant Lecturer | B.Sc (Ekpoma), M.Sc (Benin) | Management Accounting and Bankruptcy |
| 10. | Isabu, P. | Assistant Lecturer | B.Sc. (Ekpoma), M.Sc. (Okada) | Auditing and MIS |

NON-ACADEMIC STAFF LIST

| S/N | Name of Staff | Qualifications | Status |
|------------|----------------------|-----------------------|---------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

**DEPARTMENT OF ACCOUNTING
B.Sc. ACCOUNTING PROGRAMME
AMBROSE ALLI UNIVERSITY, EKPOMA**

Short History of the Department

The B.Sc. Accounting programme of Ambrose Alli University, Ekpoma (formally Bendel State University and later Edo State University, Ekpoma) commenced during the 1990/91 academic sessions as a full-fledged department, the department was originally named Department of Accounting and Finance but concentrated on training of students for the B.Sc. Accounting programme right from the onset. The Department was later renamed Department of Accounting to reflect its area of specialty. As from 1994/95 the Department of Accounting has awarded the degree of Bachelor of Science in Accounting yearly.

1. Philosophy of the Department

The underlying philosophy of the degree programme in Accounting is to produce a stream of accounting graduates who are imbued with the requisite attitudes, ethics and professional skills necessary for improving the frontiers of accounting practice locally and internationally.

On completion of the B.Sc. degree programme in Accounting, graduates gain the necessary exemptions from Professional Accounting bodies both in Nigeria and overseas.

2. Objectives of the Department

The major objectives of the Department of Accounting are to produce high level Accounting Personnel and to expand the frontiers of Accounting knowledge through research and publications as well as improving the quality of professional accounting in Nigeria and beyond. Thus, the department's programme is developed with the following aims:

- (a) to expand the frontiers of application of accounting discipline through stimulating interest in it and providing needed leadership in research and experimentation in all branches of Accounting.

- (b) the need for an all round grounding in various aspect of Economics, Finance and Management so that the Accountant will see himself as an organizational team member whose collaborative effort is required for the attainment of set organizational objectives.
- (c) encouraging the interaction of staff and students with Accounting practitioners so as to inculcate the necessary attitudes, ethics and skill of professionalism in them.

ADMISSION REQUIREMENTS

U.M.E Entry

Candidates for admission into the four year degree programme in Accounting should possess a Senior Secondary School Certificate or G.C.E or its equivalent with at least five credit passes which include English Language, Mathematics, Economics and other two subjects. In addition, candidates must have acceptable passes in UME.

U.M.E Subjects

English Language, Mathematics and Economics plus any other subject.

- (a) G.C.E “A” Level passes in Accounting or Economics and at least one other subject. In addition, candidates are expected to possess five credit passes at S.C/G.C.E or S.5.CE. “O” Level and “A” level must be attained at not more than two sittings

OR

- (b) Foundation/Intermediate Examination passes of recognize professional Accountancy bodies such as ICAN, ICMA, etc provided the applicant has five credit passes at S.C/G.CE or S.S.C.E “O” level in subjects which include English Language, Mathematics, Economics, or Commerce and any other two subjects (obtained at not more than sittings).

OR

- (c) National Diploma in approved Polytechnics of College of Technology with a grade not lower than Upper Credit. In addition to “O” level in five subjects which include English Language, Mathematics, Economics or Commerce and any other two subjects (obtained at not more than two sittings).

OR

- (d) Diploma Certificate ‘with at least merits pass or its equivalent from a recognized University. The course must be Accounting, Business Administration, Business Management, Banking and Finance.

GUIDELINES FOR STUDENTS UNDER THE COURSE CREDIT SYSTEM

For progress through the degree programmes under this system, students should note certain points. They are important enough to be introduced as background information at this point.

- (i) Any student who fails to register for courses at the end of the fourth week of the session shall be deemed to have withdrawn from the University.
- (ii) Proper and timely registration is very important under the Course Credit System. This so because the programmes of students are individualized. Student who attempt examinations in courses for which they have not registered will receive no results.
- (iii) The procedure for registration shall include the payment of stipulated fees and other charges. A student shall be deemed to have begun his/her course or studies on the date of his/her registration for that course.

(a) Normal Registration

It shall be mandatory for all students to register for course at the beginning of the first semester of a session in accordance with the rules made from time to time by the university. Normal registration for courses shall be within the first two weeks of the session.

(b) Late Registration

Late registration may be allowed within the third week of the session upon payment of a penalty fee.

(c) Exceptional Registration

Only on exceptional cases and with the approval of the Head of Department, the Dean of Faculty, and the Registrar will a student be permitted to register within the fourth week of the session upon payment of a penalty fee.

(d) A student admitted to the University for the first time to read for a degree (including transfer students) will be required to matriculate and sign the matriculation register.

(e) Having completed the registration for courses a student need not register for examinations.

(i) Courses must be added or deleted during the first four weeks of each semester as provided for in the regulations. When this is done, the student must be sure that a change of course form is properly filled and submitted in good time.

(ii) There is no promotion from year to year within the course unit system. If the timetable permits, a third year student may, for example, take a lower level course provided that he/she has the pre-requisites (if any).

(iii) Students are never asked to repeat an entire year. They repeat only those courses which they fail and those courses which they fail and for which they need to fulfill some requirements. Students carrying over courses shall not be allowed to register for more than the approved maximum number of units for the session. Some electives that are failed need not be repeated. However, core courses must be repeated until passed.

- (iv) A student who passes less than 34 units or whose Cumulating Grade Point average (CGPA) is less than 1.00 in a session will be asked to withdraw from his/her degree programme.
- (v) A student, whose cumulative grade point average is below 1.00 at the end of a particular year of stud, earns a period of PROBATION for one academic session. If at the end of the next academic session, the student is unable to improve the student will then have to withdraw from his/her degree programme.
- (vi) Failed core or pre-requisite courses shall be carried over and repeated at the next available opportunity provided that the student does not register for more than the approved maximum of 48 credit units per session.
- (vii) Repeat courses should be attended in their entirety. Most of the problems encountered by students' failure to attend lectures and do home work in courses which they are repeating. Repeating courses without attending the whole course of lectures and doing all the class assignments have often resulted in repeated failures. Even when the same lecturer is giving a course a second or third time, he will more often than not modify his teaching to incorporate recent advances or give a different emphasis to one part of the syllabus or another. This will make things difficult for the student who is relying only on reading of notes.
- (viii) A student is deemed to be making normal progress if he/she accumulated a maximum of 30 units per session.
- (ix) Continuous assessment shall form part of end-of-course grading, provided that it does not count for more than 40 or less than 30 of the total score.
- (x) Students who transfer from one faculty to another must choose courses from the levels to which they are admitted or from lower levels. Furthermore they may be allowed to carry some or all of their earned credits to the new faculty depending on the relevance of the corresponding courses to the new degree programme.

- (xi) For additional information and guidance, see the current edition of the Student Information Handbook.

IMPORTANT REGULATIONS GOVERNING THE COURSE CREDIT SYSTEM IN THE UNIVERSITY

- (i) **Title of Degree:** The Department will provide courses leading to the degree of Bachelor of Accounting (B.Sc) with Honours
- (ii) **Credit Units:** Courses shall be evaluated in terms of credit units. A course credit unit is a one-hour lecture/tutorial contact per week or three hour laboratory practical class per week or an equivalent amount of study of any combination of these lasting a semester or session.

Amount of Unit Load shall be:

| | | |
|----------------|---|---------|
| 4-hour lecture | - | 4 units |
| 3-hour lecture | - | 3 units |
| 2-hour lecture | - | 2 units |

The minimum number of units a course is allowed to have is 2.

- (iii) **Course Numbering:** There shall be levels of courses representing the years for the degree programme and number as follows:

| Level | First Semester | Second Semester |
|--------------|-----------------------|------------------------|
| 100 level | 101-109 | 111-119 |
| 200 level | 201-209 | 211-219 |
| 300 level | 301-309 | 311-319 |
| 400 level | 401-409 | 411-499 |

A three figure numbering is adopted as follows:

- 1st digit - denoted level or year of study
- 2nd digit - even numbers (i.e. 0 and 2) denote first semester courses while odd numbers (i.e. 1 and 3) denote second semester courses.

3rd digit - denotes the sequence (in the series) of courses in
Department/Degree option ranging from 1-9

Course numbers shall be prefixed by the following approved character codes:

- ACC - for Accounting
- BUS - for Business Administration
- BBF - for Banking and Finance
- PUB - for Public Administration

(iv) **Categorization of courses:** For each degree programme courses shall be listed in the faculty brochure for students in the following categories:

- (a) *Core courses:* A core course is that which must be taken and passed before graduation.
- (b) *Pre-requisite:* A pre-requisite is a course, the knowledge of which is needed prior to the taking of another specified course. A student is deemed to have obtained this pre-requisite knowledge if he/she obtains mark not less than 30% but will not be credited with any units in the course concerned except he/she scores a minimum of 40%. This particular clause is without prejudice to Faculty requirements.
- (c) *Electives:* Electives courses are optional courses from which a student can select to meet the minimum requirements of units.
- (d) *Required courses:* These are courses, which must be registered under the advice of the departments as required courses and **MUST** be passed by a student in order to graduate.

(v) **Change of Course:** Student may change, add or drop particular course(s) during the first four weeks of commencements of lectures in a semester. No course shall be added or deleted after the fourth week of commencement of lectures in any particular semester. Any change of course form submitted after the fourth week shall be discountenanced.

- (vi) **Course Adviser:** A course adviser is a member of academic staff who approves students registration forms, he advises students individually and ensures that their choices are consistent with the degree regulations and requirements. Each department appoints one or more course advisers for students.
- (vii) **Class Admit/Grade Card:** A class Admit/Grade Card shall be issued to every student and for each course registered during the session. The card shall enable the lecturer in charge of a particular course and exercise control over attendance lectures. It shall also be used for the submission of grade scored in the examinations along with the grade point lectures shall be required to certify that a student has attained 80% minimum contact hours before he/she is allowed to take the examination in the particular course.
- (viii) **Examination Procedure:**
 - (a) University examinations shall be held at the end of each semester for all semester courses and at the end of each session for all session courses.
 - (b) Only students who are duly registered for courses in given semester and have met their financial obligations to the university shall be eligible to sit for examination in those courses.
 - (c) Students who enter for examination in courses which they are not duly registered shall not be credited with any grade or units for the courses.
- (ix) **Requirements for Graduation:** To be recommended for degree of Bachelor of Science, a student must:
 - (a) Have been registered in the Faculty for not less than three academic years, which ordinarily must include the year of graduation.
 - (b) Accumulate the total units of general studies (GST)
 - (c) Accumulate at least 30 unit at each level, that is a minimum of 120 units for 4-year degree programme or a minimum of 90 units for the 3 year degree programme or 150 for 5-year degree programme.
 - (d) Pass 90% of all course (total units registered for including core courses)
 - (e) Satisfy other Faculty/Department requirements

- (x) **Transfer Student:** in the case of transfer students from other recognized universities, the student must accumulate a minimum of 60 units in courses approved by the Faculty.
- (xi) **Student Load:** The maximum student load per session is 48 units; and the minimum full time student's load is 30 units. The recommended number of units per session for the normal student is 40.
- (xii) **Examination Scoring and Grading Degree Classification:** With effect from 1990/1991 academic sessions, the following examination scoring, grading and degree classification system shall be adopted in the Faculty.

The grading system is follows:

| Scores | Grades | Grades Point |
|--------|--------|--------------|
| 70-100 | A | 5 |
| 60-69 | B | 4 |
| 50-59 | C | 3 |
| 45-49 | D | 2 |
| 0-44 | F | 0 |

Students' results are to be prepared at the end of every semester reflecting the units taken, the units passed (accumulated) and the semester's G.P.A.

At the end of every session students' results are prepared reflecting the units taken during the session, the units passed during the session, the Cumulative Grade Point Average (CGPA), the course failed for the session and the overall result of proceeding, on probation or withdrawal from the (degree) programme. At the end of the degree programme student's results are prepared reflecting total units registered in the programme, total units passed in the programme, CGPA, courses failed and degree classification according to the following scheme.

| CGPA | Class of Degree |
|----------------|------------------------|
| 4.50-5.00 | First class |
| 3.50-4.49 | Second Class Upper |
| 2.40-3.49 | Second Class Lower |
| 1.50-2.39 | Third Class |
| Less than 1.50 | Fail (FRNS) |

The CGPA for a student is determined in the following manner:

- (i) For each session the grade point is obtained for each course as the product of the grade point and the units for the course.
- (ii) The total grade points and the total units are obtained for each session
- (iii) The sum of the total grade points for all the sessions and the sum of the total units for all the sessions are calculated to give the cumulative weighted grade points and the cumulative units respectively.
- (iv) On dividing the cumulative weighted grade points by the cumulative unit one obtains the Cumulative Grade Point Average (CGPA). As an example, consider a student who takes seven courses in a semester with the following details.

| | Units | Marks | Grade | Grade Point | Weighted Grade Point |
|----------|--------------|--------------|--------------|--------------------|-----------------------------|
| | (a) | (b) | (c) | (d) | (a) x (d) |
| Course 1 | 3 | 62 | B | 4 | 12 |
| Course 2 | 3 | 51 | C | 3 | 9 |
| Course 3 | 3 | 42 | F | 0 | 0 |
| Course 4 | 3 | 33 | F | 0 | 0 |
| Course 5 | 3 | 45 | D | 2 | 6 |
| Course 6 | 2 | 52 | C | 3 | 6 |
| Course 7 | 3 | 42 | F | 0 | 0 |
| | 19 | | | | 33 |

Total Units taken = 19

Total Grade Point = 33

Hence the semester's GPA =

If the student has the following results over four sessions:

| | Weighted Grade Point | Total Units |
|--------|-----------------------------|--------------------|
| Year 1 | 82 | 38 |
| Year 2 | 72 | 40 |
| Year 3 | 60 | 40 |
| Year 4 | 67 | 42 |

The Cumulative Weighted Grade Point = -281

Cumulative units = -160

Hence CGPA = 1.71

The student will therefore come up in the third class degree classification. Please note the following:

- (i) There is no reference in any course examination
- (ii) There is no repeat in the course system. Therefore a student cannot re-register for a course already passed

A student must accumulate at least 30 units per level before graduation. There is no weighting of sectional GPA in the computation of CGPA.

(xiii) **Absence from Examination:**

- (a) Candidates must present themselves for the University examinations for which they registered.
- (b) Candidates who fail to do so for reasons other than certified ill-health or accident or for any other reason acceptable to the Dean shall be deemed to have failed that examination.

- (c) For the avoidance of doubt, failure to take cognizance of change in the examination timetable and such lapses in the examination on the part of the candidates shall not be accepted as a reasonable excuse for absence.
- (d) A candidate who fall ill during an examination shall report to the Director of the University Health Service who shall subsequently submit report in writing to the Dean of the Faculty after treating the candidate.
- (e) A candidate who is unable to take an examination on ground of illness, confirmed by the university director of health services, or on grounds specified above may be allowed to sit for the examination at the next available opportunity.
- (f) When necessary, on grounds of ill-health and certified by the director of health services, an examination can be taken in the Hospital, or related location.

(xiv) **Important Examination Regulations**

- (a) Students shall not be admitted into the examination hall if they have not been duly registered by the various Faculty/Faculties as having fulfilled the prescribed conditions of the courses of study.
- (b) Eligible candidate shall report at the stipulated examination halls fifteen minutes before the start of the examination.
- (c) No candidate shall be allowed to the examination after 20 minutes of the start of the examination.
- (d) No candidate shall be allowed to withdraw from the examination hall within 3 minutes of commencement of examination.
- (e) No candidate may go to the toilet etc during examinations provided that they are accompanied through the period of absence by a suitable official.
- (f) The chief invigilator may under special circumstances, accept a candidate into examination hall after 30 minutes from the start of the examination if he/she is

satisfied that there are reasonable grounds for lateness. A report of this situation must be formally made to the Chief Examiner.

- (g) Candidate shall be allowed to bring into the examination hall any personal bag, textbooks, scraps notes or such other personal effect except such material as may be permitted for use in the same examinations.
- (h) Candidates shall not walk out of the examination hall with any answer sheets/booklets used or unused.
- (i) Candidates shall comply with any instruction given by the chief invigilator as to the submission of their answer sheets at the conclusion of the examination.
- (j) It shall be the responsibility of each candidate to ensure that his/her examination sheets are dully accounted for by the chief invigilator at the examination hall.
- (k) All rough notes, scrap sheet, draft answers etc which do not form part of the definitive answer sheet must be submitted after appropriate cancellation, to the chief invigilator as to the submission of their answer sheets at the conclusion of the examination.
- (l) It shall be the responsibility of each candidate to ensure that his/her examination sheets are duly accounted for the chief invigilator at the examination hall.
- (m) All rough notes, scrap sheet, draft answers, etc which do not form part of the definitive answer sheet must be submitted after appropriate cancellation, to the chief invigilator with the definitive answer sheets at the conclusion of the examination.
- (n) Candidates shall not talk to one another, give or receive from one another, any form of assistance, pens, eraser, pencils, rulers etc.
- (o) All questions pertaining to the examination must be directed to the chief invigilator or any of the accredited invigilators.
- (p) The chief invigilator shall report question directed to the chief invigilator or any of the accredited invigilators.

- (q) Any contravention of any of the above rules and regulations shall constitute examination misconduct. All candidates shall comply with these regulations in their own interest.
- (r) Invigilators shall tell the candidates the exact time at the start of an examination and thereafter inform them of the time at reasonable intervals.
- (s) Invigilators shall ensure that personal effects such as bags, textbooks, scraps notes etc are not brought into the examination hall by the candidates and that unused answer scripts are not taken out.
- (t) Silence shall be maintained throughout the duration of an examination.
- (u) Invigilator shall ensure that all candidates sign the attendance register.
- (v) At the end of an examination, each invigilator shall collect and count the script before handing them over to the chief invigilator who shall sign the answer booklets.

(xv) **Conferment of Degree:**

After the recommended examination results from the faculty board shall have been approved by the senate, successful candidates shall be admitted either in person or in absentia to the degree of the university at the convocation for the award of degrees, and thereafter issued with certificates under the common seal of the university.

SCHEDULE COURSES

100 Level First Semester

| Course Code | Course Title | Unit |
|--------------------|----------------------------------|-------------|
| ACC101 | Principles of Accounting I | 3 |
| BUS101 | Introduction to Business | 3 |
| CFM101 | Introduction to Computer Science | 3 |
| GST101 | Use of English and Library | 4 |
| GST102 | Philosophy and Logic | 2 |

| | | |
|--------|---------------------------------------|-----------|
| ECO101 | Economic Principles I | 3 |
| MMS101 | Maths for Management Science | 3 |
| PUB101 | Introduction to Public Administration | 3 |
| | | 24 |

100 Level Second Semester

| | | |
|--------|-----------------------------------|-----------|
| ACC111 | Principles of Accounting II | 3 |
| BUS111 | Introduction to Business II | 3 |
| CFM113 | Cost Accounting I | 3 |
| GST111 | Nigerian Peoples and Culture | 2 |
| GST112 | History and Philosophy of Science | 2 |
| ECO111 | Economic Principles II | 3 |
| MMS112 | Maths for Management Science II | 3 |
| PSY111 | Introduction to Psychology | 3 |
| | | 22 |

200 Level First Semester

| | | |
|--------|---------------------------------|-----------|
| ACC201 | Financial Accounting I | 3 |
| ACC202 | Statistics I | 3 |
| BUS203 | Business Communication | 2 |
| ECO201 | Micro Economics | 3 |
| CFM201 | Application of Computer Science | 3 |
| ENT201 | Entrepreneurship Studies I | 2 |
| GST101 | Use of English and Library | 4 |
| GST102 | Philosophy and Logic | 2 |
| | | 22 |

**Note: GST101, 102 and CFM101 are to be registered by Direct Entry Students only
And are expected to register for CFM201 in 300 Level**

200 Level Second Semester

| | | |
|--------|--|-----------|
| ACC211 | Financial Accounting II | 3 |
| ACC212 | Statistics II | 3 |
| ACC213 | Introduction to Cost and Management Accounting II | 3 |
| BBF213 | Introduction to Finance | 3 |
| ACC218 | Business Law II | 3 |
| ECO212 | Macro Economics | 3 |
| GST111 | Nigerian Peoples and Culture | 2 |
| GST112 | History and Philosophy of Science | 2 |
| GST222 | Peace and Conflict Resolution Studies | 2 |
| | | 24 |

Note: GST111 and 112 are to be registered by Direct Entry Students only

300 Level First Semester

| | | |
|--------|-------------------------------------|-----------|
| ACC301 | Intermediate Financial Accounting I | 3 |
| ACC302 | Advanced Cost Accounting | 3 |
| ACC304 | Public Finance | 3 |
| ACC306 | Company Law | 3 |
| BUS307 | Element of Management | 3 |
| ENT211 | Entrepreneurship Studies II | 2 |
| ACC308 | Production Management | 3 |
| | | 20 |

300 Level Second Semester

| | | |
|--------|---------------------------------------|---|
| ACC311 | Intermediate Financial Accounting II | 3 |
| ACC312 | Auditing I | 3 |
| ACC313 | Taxation I | 3 |
| BBF314 | Monetary Theory and Policy (Elective) | 3 |

| | | |
|--------|-------------------------------|-----------|
| ACC315 | Management Information System | 3 |
| ACC316 | Research Methodology | 3 |
| PUB317 | Elements of Government | 3 |
| | | 21 |

400 Level First Semester

| | | |
|--------|--------------------------------------|-----------|
| ACC401 | Advanced Financial Accounting I | 4 |
| ACC402 | Auditing and Investigation | 3 |
| BUS402 | Analysis for Business | 3 |
| ACC403 | International Accounting | 3 |
| BUS403 | Small Business Management (Elective) | 3 |
| ACC404 | Public Sector Accounting | 3 |
| ACC405 | Law and Accounts of Bankruptcy | 3 |
| BUS401 | Business Policy I | 3 |
| | | 25 |

400 Level Second Semester

| | | |
|--------|----------------------------------|-----------|
| ACC411 | Advanced Financial Accounting II | 4 |
| ACC412 | Management Accounting | 3 |
| BUS411 | Business Policy II | 3 |
| ACC413 | Taxation II | 3 |
| ACC414 | Financial Management | 3 |
| ACC499 | Research Project | 6 |
| | | 22 |

COURSE DESCRIPTION

100 Level First Semester

ACC101: Principles of Accounting I (3 credit units)

History and development of Accounting Principles. Nature and purpose of Accounting; the Accounting process, Accounting equation, accounting concepts, procedures and practice. Theory and mechanics of double entry system, books of account including Cash Books and Ledgers; petty cash book and imprest system; bank reconciliation statements and adjustment of cash books; Trial balance, Worksheets, Errors and their corrections, preparation of simple final account without adjustments.

BUS101: Introduction to Business I (3 credits units)

The scope of business: the character of business from social, legal and economic perspective, a brief overview of selected schools of management authority relationship in organization, marketing, production, finance and accounting function government and business. The social responsibility of business, international business. Problems of Nigeria business and attempt by government to solve them.

CFM101: Introduction to Computer Science (3 credit units)

History and development of computer technology. The why and how of computers, computers types, analog, digital and hybrids, central preparation equipment, key punch, storage etc data transmission nature, speed and error detect, data capture and validation including error detection. System analysis and design. The programming process, problem definitions, flow-charting and decision table.

MMS101: Mathematics for Management Sciences (3 credit units)

Transcendental functions hyperbolic functions. In verse functions, logarithmic differentiation. Methods of integration, integration functions, integration by parts. Improper integrals. Applications, areas and volumes. Centre of mass, ordinary differential equations. First-order equation with variable separable. First order linear equations.

Second order homogenous equations with constant coefficient. Applications, plane analytic geometry. Rectangular Cartesian coordinates, distance between two-points. The straight line.

ECO101: Introductory Economic (3 credit units)

The Basic problem of scarcity and choice: the methodology of economic science, the General Principles of Resource Allocation; the concepts of Optimality and Equity; Theory of the firm introduction to Welfare economics.

PUB101: Introduction to Public Administration (3 credit units)

Constitutional background to Public Administration; nature of Public Administration. Similarity and difference between Public and Private Administration, function of public administration. Schools or conceptual approaches to the study of public administration of goal model, system model, decision making model, the classical model, human relations model, sociological model, bureaucracy function public administrating in National Development, Returns of the Civil science changing role of socio-economic and political. Public administration: its relationship with domestic public administration.

GST101: Use of English and Library (4 credits)

Effective communication and writing in English, study skills, language skills, writing of essay answers. Instruction on lexis sentence construction, outlines and paragraphs. Collection and organization of materials and logical presentation of papers. Use of the library, phonetics, art of public speaking and oral communication.

A brief survey of main branches of philosophy, symbolic logic, special symbols in symbolic logic conjunction, negation, affirmation, disjunction, equivalence and conditional statement. Laws of thought. The method of deduction using rules of inference and bio-conditionals. Qualification theory.

Second Semester

ACC111: Principles of Accounting (3 credit units)

Pre-requisite ACC101

Review of ACC101: Adjustments including accruals and prepayments; capital revenue; depreciation, methods of providing for it and relate accounting theory including SAS9: stock, methods of valuation and related accounting theory include SAS4; preparation and presentation of trading and profit and loss accounts of sole traders in T-form; preparation and presentation of balance sheet of sole traders in T-form; preparation of accounting data: manual, mechanical and electronics.

BUS111: Introduction to Business II (3 credit units)

This is a continuation of BUS101. Topics treated includes: a survey and general knowledge of the functional areas of business, elementary concepts in marketing, production management, personnel management, accounting and finance, banking and insurance management and other areas in business administration.

Pre-requisite BUS101

Survey and general knowledge of the functional areas of business. Elementary concepts in marketing, production management, accounting and finance, banking and insurance and other areas in Business Administration.

ACC113: Cost Accounting (3 credit units)

Definition and characteristic of cost, objectives of cost accounting, collection, classification and coding of costs. Criteria and design of cost accounting system, organization of cost department and relationship with other department, elements of cost, material, labour and overhead.

ECO111: Economics Principles II (3 units)

National income accounting including elementary models of income and employment; money and banking, public finance, international trade and payments, development planning and plans.

MMS111: Mathematics for Management Sciences II (3 credit units)

Local, the circle, parabola, ellipse and hyperbola. Second degree equation. Polar co-ordinate system. Graphs of polar equations and polar coordinates. Vectors, vector addition and multiplication vectors. Vector functions and their derivative and acceleration Matrix algebra. Addition and multiplications. Cramer's rule and application to the solution of linear equation (Examples should be limited $m \times n$ matrices where $m, n \leq 3$).

Transformations of the plane. Translation reflection, rotation, enlargement, shear, composition. Composition of transformations; invariant points and lines.

PSY111: Introduction to Psychology (3 credit units)

Philosophical Basic of Psychology, the growth of scientific psychology, school of psychology. Theories of personality. The measurement of schools of personality situation determinant of behaviour. Psychotic behaviour, conduct disorders, neurotic behaviour, attitude to change, behavioural difference. Psychology influence of culture on behaviour. Basic processes in learning. Motivation, remembering and forgetting, field and carrier in psychology in Nigeria.

ACC201: Financial Accounting I (3 credit units)**Pre-requisite ACC101, ACC111**

Review of ACC111, Control Accounts and incomplete records, reparation and presentation of final accounts of non-commercial organisations such as clubs, societies, trade unions, churches and mosques etc, reserves and provisions; accounting treatment of fixed assets and current based on SAS3, introduction to partnership accounts, including

the final accounts, changes in partnership; admission/death/retirement of partners including treatment of Goodwill, dissolution of partnership, piecemeal realization in partnership, joint/venture accounts and manufacturing accounts.

ACC202: Business Statistics I (3 credit units)

Application of statistics to different areas to different areas of business, nature of statistics, statistical inquiries forms and designs. The role of variables, functional relationships, sources of data, methods of collection, primary data, presentation of statistical data, measures of central tendency, measures of dispersion, moment, skewness and kurtosis, elementary probability distributions binomial and normal distributions, elementary sampling theory, simple linear regressions.

BUS203: Business Communication (2 credit units)

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 theories and models: linear model, international model, transaction model etc. Writing and communication methods; writing defined, stages of writing, other aspects of the writing process, corporate and public communication, commercial communication method and letter writing.

Process of meeting, conference, seminars symposium and debates: meeting defined, conduct, 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 antonyms. 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 relation and marketing communication.

ECO201: Micro Economics (3 credits)

Microeconomic theory; problem of scarce resources and allocation of resources in product and factor markets with application to Nigerian and other economics, equilibrium concepts, possibility of disequilibrium, partial equilibrium and general equilibrium analyses. Supply and general theory. Cobwebs theory.

CFM201: Applications of Computer (3 credit units)

Brief history of computers and computer generation. Classification of computers. Structure of a general purpose computer. Number systems. The stored programme, technique of problem solving. Flow-charting. Stepwise refinement. Algorithm for searching, sorting and merging of ordered lists data for searching, sorting and merging of ordered lists, data preparation. I/O devices, data types, data representation, data capture, problem-oriented languages. BASIC and FORTRAN programming, arithmetic expression; assignment statement; I/O commands; logical expression, arrays; sequencing, alternation and interaction; sub-programmes and parameters. Elementary numerical. Fortran dialects, features of Fortran IV programming double precision arithmetic, complex number computation, logical. If statements; EXTERNAL statements; calling parameter techniques. String processing. File linear list, stacks, queues, deques, linked lists, three basic computer, architecture. Assembly language, loaders, operating systems PASCAL programming.

ENT201: Entrepreneurship Studies I (3 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, the opportunity, forms of business, staffing, marketing and the new venture,

determining your capital requirements, raising capital, cost, financial planning and management, starting and managing a new enterprise.

Direct Entry

GST101: Use of English and Library (4 credit)

Effective communication and writing in English, study skills, language skills, writing of easy answers, instruction on lexis sentence construction, outlines and paragraphs. Collection and organization of materials and logical presentation of papers. Use of the library, phonetics, art of public speaking and oral communication.

GST102: Philosophy and Logic (2 credit)

A brief survey of main branches of philosophy, symbolic logic: special symbols in symbolic logic conjunction, negation, affirmation, disjunction, equivalence and conditional statement. Laws of thought. The method of deduction using rules of inference and bio-conditionals. Qualification theory.

Second Semester

ACC211: Financial Accounting II (3 credit units)

Prerequisite ACC201

Review of ACC 201, Bills of exchange, consignment accounts, containers account, goods on sale or return, royalties accounts; voyage accounts, insurance claims account, underwriting accounts, sinking funds accounts, investment accounts; contract accounts including treatment of SAS5, Manufacturing Accounts.

ACC212: Business Statistic II (3 credit units)

Person and hyper-geometric distributions: sampling distribution, Estimation theory, student test of hypothesis for small and large samples and tests of goodness of fit,

multiple linear regression, correlation theory, index numbers, time series and time services analysis, F and X² distributions, parametric and non-parametric statistics.

ACC213: Introduction to Cost and 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 accounting for materials, labour, over-heads and equipment: job and process costing. 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.

BBF213: Introduction to Finance (3 credit units)

The finance function, the scope of objectives and management of finance department and its role in an organization development of financial policies, system and procedures. Types and sources of funds, inventory management, or debtors, cash budgeting, risk and security capital analysis.

Mathematics of Finance, Capital budgeting (under certainty), cash flow forecasts, techniques for project evaluations determination of cost of capital structure theories, capital market institutions and regulatory agencies, the market for new issue, the secondary market, lease financing. Working capital management: sources of short term funds, optimal working capital level and its application to the control credit facility: inventory/stock management: cash and short term securities management dept financing, bank loan and overdraft. Management of long term finance: determination of cost capital, optimal structure, capital market institution and regulatory agency, the market for new issues and methods of issues, the secondary market, leasing financing.

ECO212: Macroeconomics (3 credits)

Introduction to macroeconomics: National Income Determination: the public sector in the national economy, macroeconomic policy objectives and instruments; introduction to money and banking, introduction to economic growth and development. Microeconomic theory, national income accounting. Macroeconomic aggregates, the classical system, the Keynesian system, the monetarist system. Trade politics with particular reference to Nigeria.

ACC218: Business Law II (3 credit units)

The Nigeria legal system, sources of Nigeria law, division of powers between the federal and state governments, status law (its legislations and interpretations, history and development of common law and equity laws) hierarchy of Nigeria law courts, main law distinction between civil and criminal liability, the nature of tort, the basis and extent of liability in tort, remedies, the difference between real and personal property and the various types of interest in their legal person, corporate personalities of the deceive of ultra view of contract, law of commercial agency. Sale of goods, carriages of good, negotiable instruments, hire purchase and instalment purchase, suretyship and guarantees, pledge, lien, exchange control.

Direct Entry**GST111: Nigeria Peoples and Culture (2 credits)**

The study of Nigerian history and culture in pre-colonial times. Nigerian's perception of his world, culture areas of Nigeria and their characteristics. Evolution in Nigeria as a political unit. Concept of functional education: national economy: balance of trade, economic self-reliance, social justices, individual and national development. Norms and values. Moral obligations of citizens, environmental sanitation.

GST112: History and Philosophy of Science (2 credits)

Man: his origin and nature; man and his cosmic environment; scientific methodology; science and technology in the society and service of man. Renewable and non-renewable resources-man and his energy resources. Environmental effects of chemicals and radiochemical hazards, introduction to the various areas of science and technology.

300 Level

First Semester

ACC301: Intermediate Financial Accounting (3 credit units)

Pre-requisite ACC201/2011

Review of ACC211, Branch Accounts excluding foreign branches; hire purchase, introduction to Company Accounts including Statutory Books and returns, pre-incorporation, profit, post incorporation profits and formation expenses. Issue of shares and debenture, redemption of share and debentures. Statement of Accounting Standards (SAS) and International Accounting Standards (IAS) relevant to company account and reports; treatment of taxation in accounts including deferred taxation, profit and loss accounts of companies both for internal use and publication.

ACC302: Advanced Cost Accounting (3 credit units)

Marginal costing: fixed and variable costs, semi-variable overheads, contribution and break-even analysis, cost-volume analysis relevant cost, limiting factor, marginal costing for managerial decision making. Standard costing and variance analysis, types of standard costing, variance statements using budgets and budgetary control: types of budgeting, budget preparation, principal budget factor, the use of budget manual, flexible budgeting. Budgetary control techniques.

BUS307: Elements of Management (3 credit units)

Theories and principles of organizational structure. Relationship between organization objectives and structure, centralization, decentralization, line and staff relationships, determinants of organization structure, organizational changes, leadership, motivation, attitudes and values of management in Nigeria inter-group relations.

ACC304: Public Finance (3 credit units)

Objectives of public finance, the social necessity of government participation in the economy, measure of national income, the Keynesian theory. The scope and development of public finance services, government revenue and use of government funds. Different forms of taxation and expenditure and their implication for membership of ECOWAS, management of the public debt and its consequence for economy. Finance of local government. The need for government to regulate undesirable effects of market forces. Fiscal and monetary policy and their instruments. Types of state enterprise, subsidies, grants and public sector prices. Appraisal of public project, service and economic performance. The theory of second best and the issue of X-inefficiency.

ACC306: Company Law (3 credit units)

Types of companies, company function procedure and documentation, issue and transfer of shares, shares versus debentures, member meeting and resolution, duties of officers/director; secretaries, auditors etc prospectus and statutory books, profits available for distribution, holding and subsidiary companies power and duties of liquidator, secretarial practices provisions relations to disclosure in corporate accounts, reconstructions amalgamations and take-overs, Companies Act of 1968 (as amended), Companies Allied Matters' Decree No1 of 1990 (as amended).

ACC308: Production Management (3 credit units)

Element of production; production and process design and management, facility location and layout; modern tools and machinery of production, standards, definition, line

balancing, automation, production scheduling and control, work study, maintenance and tools and equipment, quality control. Inventory control, project planning, forecasting, aggregate planning, control and material resource planning.

ENT211: Entrepreneurship Studies (3 credit units)

Opportunities in entrepreneurship, the basic characteristics required for successful performance as an entrepreneur, nature and function of entrepreneurs, types, roles demands identification and evaluation of business opportunities, feasibility study, financing and managing growth, entrepreneurial firms: negotiations, succession, socio-cultural constraint, theories of entrepreneurship.

Second Semester

ACC311: Intermediate Financial Accounting II (3 credit units)

Pre-requisite ACC301

Review of ACC301, Balance Sheet ratio, notes to the accounts and five years financial summary; fund flow statements including cash flow statement; value added statement interpretation of accounts conversion and partnership into limited company, amalgamation and absorption, capital re-organisation and capital reduction, annuities, accounts of property companies, oil and gas accounting including SAS14.

ACC312: Auditing I (3 credit units)

Nature and purpose of an audit, rules and ethics governing the work of an auditor, professional independence of auditing and its legal status, appointment resignation and removal of the auditor, relationship with directors and management, duties, rights and remuneration of the auditor, his professional responsibilities and liabilities. Planning, controlling and recording an audit. Client, business cycles, relationship between internal and external audit, internal control system review of accounting system. And internal controls, allocation and supervision of working papers etc.

ACC313: Taxation (3 credit units)

Historical background of Personal Income Tax in Nigeria, the administration of Personal Income Tax, determination of residence, taxation of income from employment, and trade. Basis of assessment, capital allowances. Assessment and appeal procedure in personal income tax, withholding tax clearance certificate.

BBF314: Monetary Theory and Policy (3 credit units)

The structure and functions of the financial system and marketing. General outline of financial institutions, market and their roles. Competition between banks and other financial institution. Theory of money, money supplies and demand. Demand and supply of financial assets determination of money stock interest and price. Stabilization policies. Meaning of monetary policy, meaning, techniques and effects policy objectives, conflicts trade off and co-ordinations. International adjustment and liquidity.

ACC315: Management Information System (3 credit units)

The meaning and relevant of management information systems in organization, the increasing use of computer based technique as the backbone of management information system. Computer report such as error reports and exception reports. Reports formats and form design, miscellaneous such as real time and on line method service bureau, networking and non-integrated system, evaluation of costing and pricing of computer service.

ACC316: Research Methodology (3 credit units)

Skills of scientific investigation, information gathering, analysis and interpretation in dealing with business and organizational behaviour problems in Nigeria; the art of problem identification and analysis, data gathering, analysis and report writing; the problems and prospects of business research in a seller's market like Nigeria.

PUB317: Elements of Government (3 credit units)

Nature of politics: society and social organization: The state. The problem of law, constitution and constitutionalism, political ideology, the classical heritage, Plato, Aristotle, Revolt towards the mass man. Organs of government (National governmental institutions); public administration, political parties and pressure groups, public opinion and propaganda; elections, international order.

400 Level

First Semester

ACC401: Advanced Financial Accounting I (4 credit units)

Pre-requisite ACC301, ACC311

Review of ACC301 and 311: Accounting for Foreign Currency Transactions following the provision of SAS 7 including foreign branches, Accounts of Insurance Companies and Building Societies; Accounts of Banks and Unit Trusts including SAS 10. Pension and provident fund account, theoretical and regulatory framework of consolidated account, basic principles of consolidated balance sheets (including pre and post acquisition profits/losses, acquisition at different dates). Treatment of dividends in group accounts and valuation of assets for consolidation purposes; vertical and mixed group, consolidated balance sheets of associated (related) companies.

ACC402: Auditing and Investigations II (3 credit units)

Audit evidence: techniques and procedure including computer assisted techniques, audit report, quality control review of financial statement, ethics special engagements and investigations.

ACC403: International Accounting (3 credit units)

Problems of fluctuating exchange rates. Accounts for foreign branches and subsidiaries. The problems of different regulating frameworks and standards in preparation of accounts of multinational companies. Intergovernmental national income

comparisons'. Project financing institutions like the World Bank, IMF, UNO in different countries. Investment and closure by parent companies: methods of transfer of dividends, cost of foreign subsidiaries. Control problems of foreign companies, cost of foreign product, funds for foreign directors etc. national and international standard governing these. Treatment of International Accounting Standard (IAS).

ACC404: Public Sector Accounting (3 credit units)

Distinction between public and private sector accounting and between self-accounting and non-self accounting units, legal framework of government accounting, fund accounting principles and their application by Nigeria government, the theory and practice of government accounting, financial control procedure budgeting principles and practice, government financial reporting, fraud techniques in government, accounts of government institution like hospitals, universities, polytechnics, corporations, River Basin Authorities etc.

ACC405: Law and Accounts of Bankruptcy & Liquidation (3 credit units)

The Bankrupt Act of 1979: Acts of bankruptcy, issues of receiving order, composition and scheme of arrangement, adjudication and discharge, appointment and powers of official Receiver and Trustee, property available, proof of debt, statement of affairs and deficiency account, executorships law, wills and letters of administration, devolution of property powers and duties of executors and administrators, distribution of estate etc trusteeship law: appointment, duties, obligations, accounts and termination of trusts.

BUS401: Business Policy I (3 credits units)

Concepts of strategy in relation to business, corporations and management linkage between organization and their environments, concepts of policies, decision-making, business objective, performance criteria, structure, and managerial behaviours, practice in calculating simple financial and economic indices from business data and other

accounting information, learning the behavioural implications of courses of action. Analyzing a firm's opportunities and threats, strengths and weaknesses.

BUS402: Quantitative Analysis for Business Decision (3 credit units)

Use of algebra and geometric models to represent accounting economic and business concept, investment, marketing and primary models, break-even analysis, cost revenue and prospect functioning, linear programming, mathematics of finance, simple interest, compound interest, sinking funds, annuities: DCF VPV and IRR; operational research, dimension theory, inventory control theory, queue theory, learning curve theory, optimization techniques and financial models.

BUS403: Small Business Management (3 credit units)

Definition of small business, the need for students to start SMALL business after graduation in the context of Nigeria's present socio-economic realities, the role of small business such as NDE – small and medium scale enterprises scheme, tax and other incentives, common types of small business operations, factors which determine the decision to own and manage a business, business planning, financial needs, financial management techniques, marketing policies and procedures for small businesses, interpretation of company accounts and ratio analysis, key determinants of success/failure.

Second Semester

ACC411: Advanced Financial Accounting II (4 credit unit)

Interpretation of accounts including the use of accounting ratios, fund (now cash) flow statement and other related report such as value added statements, accounting for inflation. Nigeria and international accounting standard, miscellaneous accounts, such as contract awards, different types of financial institutions, accounts of real estate, oil and gas accounting, accounting theory relating to income depreciation, inventory valuation,

goodwill, research and development and other deferred revenue expenditure, consistency, comparability, flexibility etc.

ACC412: Management Accounting (3 credit units)

Nature and objective of management accounting, organization of management accounting, departments, capacity, decision using marginal and direct costing, break-even analysis etc budgeting and budgetary control, application of quantitative techniques e.g. statistical methods such as least squares, standard definition, correlation regression etc capital investment appraisal techniques measurement of divisional performance and control including behavioural aspects of accounting, standard costing and variance analysis. Goals of Management Accounting: Strategic framework.

ACC413: Taxation II (3 credit units)

Administration of companies and income tax, assessment, appeal and payment of income tax, computation of tax liabilities, loss relief, pioneer legislation, capital gains tax, administration and computation of petroleum profit tax.

ACC414: Financial Management (3 credit units)

Review of topics covered in ACC204, ACC214. Dividend policy and internal financing: portfolio theory and management; efficient market hypothesis, securities valuation risk and diversification, capital asset pricing model etc foreign currency transactions, analysis and interpretation of financial statements and reports, business failure, capital reconstruction, mergers and acquisitions.

BUS411: Business Policy II (3 credit units)

Integrated and multidisciplinary approaches in solving business problems, corporate planning and control, strategic planning and control, management, planning and control with particular reference to personnel, marketing and production

administration, conflicts between management control and strategic planning, operation management, planning and controlling specific tasks.

ACC499: Research Project (6 credit units)

Original study or investigation of a local problem of an accounting or management nature to demonstrate and improve the skills acquired in ACC316. Project work is supervised by faculty members. Bound copies of the research report are to be provided by the students.