

THE DEPARTMENT OF ESTATE MANAGEMENT

1. BRIEF HISTORY OF THE PROGRAMME/DEPARTMENT

The Programme and the Department of Estate Management, Obafemi Awolowo University, Ile-Ife, Nigeria was established in 1970 as a Sub-Department under the Department of Economics of the Faculty of Social Sciences of the then University of Ife (Now Obafemi Awolowo University, Ile-Ife). It was later transferred as a Department, in 1977, to the Faculty of Technology. The Department of Estate Management, as a constituent, but expanded, Department of Environmental Planning, Design and Management became a full fledged Faculty (Faculty of Environmental Design and Management) in 1981 embracing other related departments like Quantity Surveying, Architecture, Building and Urban and Regional Planning.

Since becoming fully operational, the Department has been carrying out teaching, research, consultancies and organizing seminars, conferences and workshops in the area of valuation, investment appraisal, portfolio management, land policy, real estate/development finance and has remained the main teaching and training unit for undergraduate and postgraduate students in these areas in the country. The curriculum of the programme has been revised on a number of occasions with the recent one done in January 2016, in order to enhance the effectiveness of the programme in meeting the realities of the modern day property market challenges at the local, national and global levels.

2. LIST OF MEMBERS OF STAFF, QUALIFICATIONS AND SPECIALIZATIONS

(a) Academic

S/N	Name	Qualifications	Status	Specialization
1	O. J. Adegoke	B.Sc., M.Sc., PhD (Ife); FNIVS, RSV.	Reader and Ag, Head	Property Investment Valuation, Land Policies and Real Estate Development Finance.
2	C. A. Ajayi	B.Sc. (Ife) M.Sc. (Reading), PhD (Ife), ANIVS, RSV.	Professor	Property Investment Valuation, Development Appraisal, Decision Analysis.
3	B. T. Aluko	HND, (Ibadan) B.Sc., M.Sc., PhD (Ife); ANIVS, RSV.	Professor	Property Investment Valuation, Real Estate Finance, Land Policy
4	O. Kufoniyi	B.Sc. (Hons)., PGD (Lagos), PGD, M.Sc., PhD (Enschede), FNIS, Registered Surveyor	Professor	Surveying and Geoinformatics (Surveying Photogrammetry, digital mapping, remote sensing, GIS).
5	O. A. Ogunba	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV. MAfres, MIRES.	Professor	Property Valuation, Development Appraisal, Environmental Valuation/Impact Assessment
6	A. Olaleye	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV, MAfres, Mares, MIRES.	Professor	Real Estate Portfolio and Decision Analysis, Real Estate Education, Development Finance
7	O. Ojo	B.Sc. (Ife), M.Sc. (Reading), PhD (Ife), FNIVS, RSV	Professor	Real Estate Finance, Property Management
8	M. O. Oyewole	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV.	Senior Lecturer	Property Performance Measurement and Analysis
9	T. T. Oladokun	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV, MPIF.	Senior Lecturer	Corporate Real Estate Management and Valuation
10	J. B. Oyedele	B.Sc., M.Sc., (Ife), PhD (Ulster); ANIVS. RSV	Senior Lecturer	Portfolio Analysis, Infrastructural Finance & Investment, Land Administration/Policy
11	F. M. Araloyin	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV.	Senior Lecturer	Real Estate Management and Valuation/Agency
12	A. A. Odebode	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV.	Lecturer I	Property Finance.
13	A. O. Agboola	B.Sc., M.Sc. (Ife), PhD (Aberdeen); ANIVS. RSV	Lecturer I	Institutional Economics Analysis of Real Estate Markets; Real Estate Ethics
14	C. O. Oluwadare	B.Sc. (Nsukka), M.Sc., PhD (Ife), MNIS, Registered Surveyor	Lecturer I	Surveying and Geoinformatics, Photogrammetry, Cartography, Digital mapping, Remote sensing, GIS.
15	J.T. Gbadegesin	B.Sc., M.Sc. (Ife); ANIVS, RSV.	Lecturer II	Residential Real Estate Development Finance & Management, Public Infrastructure Development Finance
16	B. G. Ekemode	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV.	Lecturer II	Real Estate Market/Investment Analysis
17	O. I. Ayorinde	B.Sc., M.Sc. (Ife); ANIVS, RSV	Lecturer II	Real Estate Investment and Valuation
18	T. O. Babatunde	B.Sc. (UNN), M.Sc. (Ife); ANIVS, RSV.	Lecturer II	Property Management & ICT
19	S. O. Oladokun	B.Sc., M.Sc. (Ife); ANIVS, RSV	Lecturer II	Facilities Management

20	T. O. Ayodele	B.Sc., M.Sc., PhD (Ife); ANIVS, RSV	Lecturer II	Real Estate Diversification and Investment Analysis
21	D. O. Ajayi	B.Sc., M.Sc. (Ife); ANIVS, RSV	Lecturer II	Facilities Management
22	T. D. Olapade	B.Sc., M.Sc. (Ife); ANIVS, RSV	Lecturer II	Property Investment Valuation, Land Policy
23	R. A. Shiyabola	B.Sc. (Ife), ANIVS, RSV.	Assistant Lecturer	Housing Market Analysis

ASSOCIATE LECTURERS FROM COGNATE DEPARTMENTS IN THE UNIVERSITY				
S/N	Name	Qualifications	Status	Specialization
1	A. L. Fatula	LLB., LL.M., M.Phil, PhD (Ife), B.L.	Professor	Law of Real Property, Company Law
2	P. O. Olawuni	B.Sc., M.Sc., PhD (Ife), MNITP, RTP	Reader	Land Use Planning, Housing Studies
3	T. P. Ogun	B.Sc., M.Sc., PhD (Ife)	Senior Lecturer	Monetary and Development Economics
4	O. A. Olaseeni	L.L.B (Hons); BL, LL.M, M.Phil, PhD (Ife)	Senior Lecturer	International Law, Jurisprudence & Property Law
5	S. A. Adeyinka	B.Sc., M.Sc., PhD (Ife), MNITP, RTP	Senior Lecturer	Infrastructure Planning, Environmental Control and Management
6	O. B. Obembe	B.Sc., M.Sc., PhD (Ife)	Senior Lecturer	Corporate governance and Firms Performance
7	G.K. Ojo	B.Sc., M.Sc., PhD (Ife), MNIQS, Reg. QS	Senior Lecturer	Contract administration and Risk Management.
8	A.B. Wahab	B.Sc., M.Sc., PhD (Ife), MNIQB, Reg. Builder	Senior Lecturer	Building Management System, Building Sustainability, and Services
9	E. A. Olanipekun	B.Sc., M.Sc., PhD (Ife), MNIQB	Senior Lecturer	Building Services and Thermal Considerations

(b) Senior Technical and Administrative/Support Staff

Senior Administrative Staff			
S/N	Name	Qualification(s)	Status
1	O. T. Oyelaran	H.N.D (Iloro)	Technologist II
2	O. K. Adeyefa	H.N.D (Ede)	Confidential Secretary I
3	D. O. Ogunsola	Pitman Advance 50 W.P.M., Computer Fundamentals. Electronic Data Processing (Ife).	Chief Secretariat Assistant
4	C. T. Owolabi	SSCE	Chief Clerical Officer
5	J. B. Olusola	SSCE; Cert. in Computer Training.	Office Assistant

3. CURRENT B.Sc. ESTATE MANAGEMENT DEGREE PROGRAMME CURRICULUM

3.1. GENERAL PHILOSOPHY AND FUNDAMENTAL PRINCIPLES OF CURRICULUM DEVELOPMENT

Estate Management is concerned with the analysis, direction, supervision and control of interests in landed property with the aim of securing optimum return. The general philosophy is to develop highly skilled and intellectually prepared professionals in the wide area of Estate Management and to optimise the use of land

among competing claims with due regards to economic and social advantages and long term future developments.

3.1.1 AIM AND OBJECTIVES

The aim of the course is to educate and equip students with fundamental body of knowledge in the constituent disciplines of Property Valuation, Development Appraisal, Building Construction, Land Surveying, Economics, Town Planning, Land Law, Land Economics, Property Management and Property Development and Finance. Graduates trained in Estate Management should therefore not only acquire skills indicated but should be able to demonstrate them by making spontaneous, analytic, deductive and competent judgments on issues facing contemporary Nigerian environment, particularly those relating to interests in landed property. The graduate of Estate Management is also trained to interact with other allied professionals in the construction/property industry.

They are expected to perform, inter alia, the following services that have become standard practice in the profession:

- Valuation of interests in land and buildings for several purposes including rental, sale, purchase, mortgage, probate, insurance and rating. Others include going concern valuation, as well as valuation for compulsory acquisition and compensation, valuation of plant and machinery, fixtures and fittings, and valuation for capital gains and capital transfer taxes.
- Formulation and implementation of Land Policies.
- Pre-investment advice including portfolio investment analysis, packaging of development finance, property development and project management.
- Estate agency, sales, purchases, letting of all types of landed properties.
- Management of all types of landed properties including property portfolio and facilities management.
- Carry out Cost Benefit Analysis of Projects and advice on their desirable locations.
- Dealing with new/recent and complex issues as well as advances that typically reflect the areas of specialization in the real estate profession.

3.2. DEGREE OFFERED:

Bachelor of Science (B.Sc.) Honours Estate Management

3.3. ADMISSION REQUIREMENTS

(1) Admission to Part 1

Admission to Part 1 will be through the Unified Tertiary Matriculation Examination (UTME) examination. Prospective candidate must obtain the Senior Secondary School Certificate (SSCE) or its equivalent in not less than 5 subjects at credit level at not more than two sittings. The subjects must include English Language, Mathematics, Economics and any other two selected from the following, and one of which must be a science subject: Chemistry, Physics, Biology, Geography, Building Construction, Technical Drawing, Fine Arts, Wood-Work, Computer Studies/ICT, Block laying and concrete work, Plumbing and Pipe fitting, Electrical installation and Maintenance work, marketing and Painting and Decoration.

Candidates writing UTME examination must select English Language, Mathematics, Economics and any one subject from the following: Biology, Physics, Chemistry, Geography, Technical Drawing and Fine Art.

(2) Admission to Part 2 (Admission with Exemption from Part 1)

(a) Candidates for Direct Entry to Part 2 should have:

- i. General Certificate of Education (GCE) Advanced Level or its Equivalent with passes at not more than two sittings in Mathematics, Economics and one other subject taken from Geography, Physics, Chemistry, Biology, Fine Art and Technical Drawing.
- ii. The general entry requirements of the University as contained in 3.3(1)

(b) Holders of National Diploma (ND) and Higher National Diploma (HND) in the field of Environmental Planning, Design and Management or equivalent qualifications with minimum of Upper Credit Pass will be considered for Direct Entry to Part 2 provided they:

Satisfy the general entry requirements of the University as contained in 3.3(1).

(c) Transfers from other Universities would be treated on their own merits and in accordance with the University's Senate guidelines on transfer admission. Applicants will be required to have satisfied the general entry requirements of the University as stipulated in 3.3(1) above.

3.4. DURATION OF THE DEGREE PROGRAMME

The B.Sc. degree programme in Estate Management is for a minimum of TEN Semesters and a maximum of FIFTEEN Semesters for holders of Senior Secondary School Certificate or its equivalent. The maximum duration may however be extended in certain circumstances as determined and approved by the University Senate.

3.5. REQUIREMENTS FOR THE AWARD OF DEGREE

In order to be eligible for the award of B.Sc. (Hons) degree in Estate Management, students must fulfil the following:

- They must pass the normal course examination including continuous assessment.
- They must satisfactorily complete 15 units of industrial work experience scheme, which includes one semester specially devoted for that purpose.
- They must pass special electives totaling 12 units as prescribed by Senate.
- They must pass the total units required for graduation as follows:

		Compulsory	Restricted	Total
(a) For U. T. M. E. candidates	-	183	06	189 units
(b) For Direct Entry to Part 2	-	148	06	154 units

SYNOPSIS OF COURSES

Part/Year	Harmattan Semester			Rain Semester			Requirement for Degree
	Compulsory	Available Electives	Minimum Electives	Compulsory	Available Electives	Minimum Electives	
I	16	8 (SE)	4 (SE)	19	4 (SE)	4 (SE)	43 (inclusive of 8 units SE)
II	22	2 (SE)	2 (SE)	18	6 (SE)	2 (SE)	44 (inclusive of 4 units SE)
III	18	4 (RE)	2 (RE)	20	-	-	40
IV	19	5 (RE)	2 (RE)	15	-	-	36
V	18	4 (RE)	2 (RE)	18	-	-	38
TOTAL	91	25	12	92	8	6	201 (inclusive of 6 units RE and 12 units SE)

KEY:

SE - Special Electives

RE – Restricted Electives

3.6. COURSE EVALUATION

Candidates for examination shall satisfactorily complete the course work set in each subject in the form of Term Papers, Continuous Assessment, Short Quizzes or Tests, which shall carry 30% - 60% and the Semester Examinations which shall carry 40% - 70%.

3.7. EXTERNAL EXAMINERS

Degree examinations shall be externally moderated by External Examiners of not below the rank of Senior Lecturers, who will be appointed for the final year students.

3.8. COURSE REQUIREMENTS

The principal course components are Property Valuation, Feasibility and Viability Studies, Property Management, Building Technology, Law, Economics, Land Economics and Town Planning. These courses are grouped into three. Those offered in the Department of Estate Management, those offered in cognate departments within and outside the Faculty of Environmental Design and Management and Special electives. The courses required for graduation are as listed in the attached table of summary of course requirements for each part and semesters.

4 LIST OF COURSES REQUIRED FOR THE AWARD OF DEGREE

4.1 MAIN COURSES

(i) Foundation Programme: Compulsory and Core Courses

ESM 111 – Introduction to Estate Management I	ESM 112 – Introduction to Estate Management II
ESM 113 – Basic Statistics	ESM 114 – Principles of land Economy
ESM 115 – Agricultural Production I	ARC 103 – Graphic Communication
ARC 104 - Introduction to Architectural Drawing	AAC 102 – Introduction to Accounting II
AAC 101 – Introduction to Accounting I	BLD 102 - Introduction to Building & Environment
URP 103 – Nature of Environmental Science	URP 104 – Basic Elements of Planning
SSC 103 – Man Environmental Relations	SSC 105 – Mathematics for Social Scientists I
SSC 106 – Mathematics for Social Scientists II	PHL 101 – Introduction to Problems of Philosophy I
PHL 104 – Introduction to Problems of Philosophy II	ESM 211 – Introduction to Valuation I
ESM 212 – Introduction to Valuation II	ESM 213 – Land Economics I
ESM 214 – Land Economics II	SVG 201 – Fundamental of Surveying
SVG 203 – Practical Surveying I	AEC 201 – Introduction to Agricultural Economics I
AEC 202 – Introduction to Agricultural Economics II	BLD 201 – Building Construction and Materials I
BLD 202 - Building Construction and Materials II	ECN 201 – Principles of economics I
ECN 202 – Principles of Economics II	

(ii) Special Electives

Candidates are expected to register for a total of 12 units of special electives outside the Faculty, and selected from the following:

SER 001 – The Use of English	SER 002 – Africa History and Culture
SEG 001 - Food Production and the Nation	SEG 002 – Agriculture and Human Survival
SEP 001 – Drug and Society I	SEP 002 – Drug and Society II
SEH 001 - Community Health and Man's Behaviour	SEH 002 – Man and His Health.
SEO 001- Fundamentals of Human Behaviour	SEE 001 – Indigenous Education in Nigeria
SEE 002 – Education Society and Culture	SEL 001 – Introduction to Law
SEL 002 – Introduction to Legal Institutions and Process	SEA 002 – Elements of Public Administration
SEA 001 – Government and Administration of Public Sector	

(iii) Departmental Requirements

ESM 111 – Introduction to Estate Management I	ESM 112 – Introduction to Estate Management II
ESM 113 – Basic Statistics	ESM 114 – Principles of land Economy
ESM 115 – Agricultural Production I	ESM 211 – Introduction to Valuation I
ESM 212 – Introduction to Valuation II	ESM 213 – Land Economics I
ESM 214 – Land Economics II	ESM 311 – Principles of Valuation I
ESM 312 – Principles of Valuation II	ESM 313 – Natural and Local Taxation I
ESM 314 – Natural and Local Taxation II	ESM 315 – Real Estate Law I
ESM 411 – Property Management and Sustainability	ESM 413 – Estate and Development Finance
ESM 415 – Comparative Land Policies	ESM 417 – Research Methodology
ESM 419 – Urban Economics	ESM 421 – Real Estate Law II
ESM 511 – Advanced Valuation I	ESM 512 – Advanced Valuation II
ESM 513 – Land Use and Resources Management I	ESM 514 – Land Use and Resources Management II
ESM 515 – Applied Property and Facility Management I	ESM 516 – Applied Property and Facility Management II
ESM 517 – Feasibility and Viability Studies I	ESM 518 – Feasibility and Viability Studies II
ESM 519 – Project Dissertation I	ESM 520 – Project Dissertation II
ESM 521 – Real Estate Portfolio Management	ESM 522 – Professional Practice and Code of Conduct
ESM 523 – Plant and Machinery Valuation	ESM 524 – Arbitration and Award
ESM 525 – Real Estate and Strategic Decision Making	ESM 526 – Real Estate Agency and Marketing

(iv) Restricted Electives

ESM 317 – International Real Estate Market Analysis	QTS 113 – Introduction to Measurement of Building Works
ESM 423 – Management of Building Projects	QTS 315 – Construction Economics I
ESM 527 – Environmental Impact Assessment	ESM 529 – Applied Town and Country Planning

5 COURSE EVALUATION

The evaluation of each of the courses is done by means of continuous assessment and semester examination. The continuous assessment, which involves submission of term papers, tutorial assignments, field work, tests, and practical, usually carries 30% - 60% of the scores assigned to each course, while the end of semester examination accounts for 40- 70%.

There is also the moderation of examination question papers, review of answer scripts and final year dissertations and general evaluation of performances through external examination system.

Course Unit System and the Computation of Grade Point Average (CGPA)**Definition of Terms**

- (i) **Student Workload:** This is defined in terms of course units. One unit represents one hour of lecture or one hour of Tutorial or 2-4 hours of practical work per week throughout a semester. Thus for example, a course in which there are 2 hours of lectures and 1 hour of Tutorial per week is a 3 unit course.
- (ii) **Total Number of Units (TNU):** This is the total number of course units carried by a student in a particular semester. It is the summation of the load Units on all Courses carried during the semester. For example, a student who is carrying 6 courses of 3 units each has a TMU of 18 for that semester. No student shall be allowed to carry (i.e. register for) or be examined in more than 24 units in any particular semester.

- (iii) Cumulative Number of Units (CNU): This is the summation of total number units over all the semester from the beginning to date. A student who is prone to repeating courses will finish (if he does not drop out) with a higher CNU than his non-repeating colleague and will most likely require a longer time to complete requirements for the award of Degrees.
- (iv) Level of Performance Rating: This is the rating of grades obtained in terms of credit points per load unit. The rating used is as follows:

Level of Performance		Rating (credit points per unit)	
A	=	70% - 100%	5
B	=	60% - 69%	4
C	=	50% - 59%	3
D	=	45% - 49%	2
E	=	40% - 44%	1
F	=	00% - 39%	0

Based on the above, a student who obtained a grade of 'A' in a 4-unit course has scored 20 Credit points and one who obtained a grade of C in that course has scored 12 Credit points.

- (v) Total Credit Points (TCP): This is the sum of the products of the course units and rating in each course, for the entire semester period. For example, consider a student who took 4 courses of 5 units each. Let's say the grades obtained in the four courses were C.B.F.D. respectively. The TCP of this student is obtained as $5 \times 3 + 5 \times 4 + 5 \times 0 + 5 \times 2 = 45$.
- (vi) Cumulative Credit Average/Point (CCP): This is the summation of Total Credit Points over all semesters from beginning to date.
- (vii) Grade Point Average (GPA): This is the total credit points (TCP) divided by the total units (TNU). For example, consider the student's scores referred to above. His TCP is 45, and of course, his TNU is 20 (i.e. 4 courses at 5 units each, for the semester). The highest GPA that can be earned is 5.0 and that is when a student has earned a grade of 'A' in every course during the semester. The lowest GPA obtainable is 0.0 and this would happen if the student has F all round during the semester.
- (viii) Cumulative Grade Point Average (CGPA): This is the summation of TCPs for all semesters, divided by the summation of TNUs for the said semester. Like the GPA, CGPA obtainable ranges from 0 to 5.
- (ix) GPA and CGPA Sample Computations.
Sample Computations: Consider a student who has enrolled in a course programme designated as EES and has just completed 2 full semesters in the University. His course programme and his GPA and CGPA could be as follows:

1	2	3	4	5	6	7	8
	L	T	P	Units		RESULTS	
Course Code					GRADES	Credits Points	GPA/CGPA
EES 101	1	0	0	1	78% (A)	1x5 = 5	GPA = 29/18 = 1.61
EES 103	3	0	2	4	60% (B)	4x4 = 16	CCP = 29+0 = 29
EES 105	3	0	3	4	45% (D)	4x2 = 8	CNU = 18+0 = 18
EES 107	3	1	5	6	38% (F)	6x0 = 0	CGPA = 29/18 = 1.61
EES 109	2	1	0	3	27% (F)	3x0 = 0	
				18 (TNU)		29 (TCP)	In this case the TCP, TNU, and GPA will be the same for CCP, CNU and CGPA

SEMESTER II

1	2	3	4	5	6	7	8
	L	T	P	Units		RESULTS	
Course Code					GRADES	Credits Points	GPA/CGPA
EES 102	2	0	0	2	66% (B)	2x4 = 8	GPA = 52/18 = 2.89
EES 104	3	0	2	4	72% (A)	4x5 = 20	CCP = 52+29 = 81
EES 106	3	0	3	4	47% (D)	4x2 = 8	CNU = 18+18 = 36
EES 108	3	1	0	4	53% (C)	4x3 = 12	CGPA = 81/36 = 2.25
EES 110	2	1	3	4	42% (E)	4x1 = 4	
				18(TNU)		52 (TCP)	

ASSESSMENT AND AWARD OF DEGREES

- (i) A student's workload is defined in terms of course units. One unit represents one hour.

Withdrawal from University

A student who fails to reach a cumulative grade point average of 1.00 at the end of one semester shall be placed on probation during the second semester. If he fails to achieve a cumulative grade point average of at least 1.00 at the end of the second semester, he shall be required to withdraw from the University.

Final Assessment and Classification

- (i) A student's workload is defined in terms of course units. One unit represents one hour of tutorial, or 2-4 hours of practical work per week throughout a semester. All courses shall run for one semester or a full session of two semesters.
- (ii) The final award and the class of the degree shall be based on the Cumulative Grade Point Average (CGPA) obtained by each candidate in all prescribed courses approved by the University. The final cumulative grade point average shall be calculated on the basis of the total number of credit points and the total number of course units registered for during the course of the student's programme. In the case of a failed course, the candidate must repeat the course at the next available opportunity. If the course is an elective, the candidate may substitute another course and shall not be required to pass the failed elective course. If the course is a restricted elective, substitution can only be made from the list of restricted electives. The failed grade would however be reflected in the transcript.
- (iii) A candidate who has satisfactorily completed all requirements for the degree with an overall grade point average of not less than 1.50 shall be awarded the honours degree as indicated below:

First Class	4.50 – 5.00%
Second Class (Upper Division)	3.50 – 4.49%
Second Class (Lower Division)	2.40 – 3.49%
Third Class Honours	1.50 – 2.39%
Pass	1.00 – 1.49%

- (iv) Passes in 12 units of Special Electives is a requirement for graduation.
- (v) A candidate who scores a cumulative grade point average (CGPA) of less than 1.00 in two consecutive semesters shall be required to withdraw from the University.

6. SCHEDULE OF COURSES

HARMATTAN SEMESTER – PART 1

COURSE CODE	COURSE TITLE	L	T	P	U
ESM 111	Introduction to Estate Management I	1	1	0	2
ESM 113	Basic Statistics	1	1	0	2
ESM 115	Agricultural Production	2	0	0	2
ARC 103	Graphic Communication	0	0	6	2
URP 103	Nature of Environmental Sciences	1	1	0	2
SSC 105	Mathematics for Social Scientists I	2	1	0	3
PHL 101	Introduction to Problems of Philosophy I	2	1	0	3
	<i>Sub-Total</i>	9	5	6	16
	Special Electives	2	0	0	2
Total		11	5	6	18

RAIN SEMESTER – PART 1

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 112	Introduction to Estate Management II	ESM111	1	1	0	2
ESM 114	Principles of Land Economy		1	1	0	2
ARC 104	Introduction to Architectural Design		0	0	6	2
BLD 102	Introduction to Building Environment		1	0	3	2
URP 104	Basic Elements of Planning		2	0	0	2
SSC 102	Elements of Economic Theory and Principles		2	1	0	3
SSC 106	Mathematics for Social Scientists II		2	1	0	3
PHL 104	Introduction to Problems of Philosophy II		2	1	0	3
	<i>Sub-Total</i>		11	5	9	19
	Special Electives		2	0	0	2
Total			13	5	9	21

KEY:

L	=	Lectures	T	=	Tutorials
P	=	Practical	U	=	Credit Units

HARMATTAN SEMESTER – PART 2

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
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ESM 211	Introduction to Valuation I		1	1	0	2
ESM 213	Land Economics I	ESM 114	1	1	0	2
SVG 201	Fundamental Surveying		2	1	0	3
SVG 203	Practical Surveying I		0	0	4	1
BLD 201	Building Construction and Materials I		1	0	3	2
ACC 101	Introduction to Accounting I		2	1	0	3
AEC 201	Introduction to Agricultural Economics I		2	1	0	3
ECN 201	Principles of Economics I		2	1	0	3
SSC 201	Statistical Methods and Sources I		2	1	0	3
	<i>Sub-Total</i>		13	7	7	22
	Special Elective		2	0	0	2
Total			15	7	7	24

RAIN SEMESTER – PART 2

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 212	Introduction to Valuation II	ESM 211	1	1	0	2
ESM 214	Land Economics II	ESM 213	1	1	0	2
BLD 202	Building Construction and Materials II		1	0	3	2
ACC 102	Introduction to Accounting II		2	1	0	3
AEC 202	Introduction to Agricultural Economics II		2	1	0	3
ECN 202	Principles of Economics II		2	1	0	3
SSC 202	Statistical Methods and Sources II		2	1	0	3
	<i>Sub-Total</i>		11	6	3	18
	Special Electives		2	0	0	2
Total			13	6	3	20

KEY:

L = Lectures T = Tutorials
P = Practical U = Credit Units

HARMATTAN SEMESTER – PART 3

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 311	Principles of Valuation I	ESM 211, 212	1	1	0	2
ESM 313	National and Local Taxation I		1	1	0	2
ESM 315	Real Estate Law I		1	1	0	2
BLD 305	Building Maintenance I		1	1	0	2
BLD 307	Building Services and Equipment I		2	0	3	3
ECN 301	Micro Economic Theory		2	1	0	3
JPL 401	Land Law I		3	1	0	4
	<i>Sub-Total</i>		11	6	0	18
	Restricted Electives 2 Units from below					
ESM 317	International Real Estate Market Analysis		1	1	0	2
QTS 113	Introduction to Measurement of Building Works		1	0	3	2
Total			13	7	3	20

RAIN SEMESTER – PART 3

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 312	Principles of Valuation II	ESM 311	1	1	0	2
ESM 314	National and Local Taxation II		1	1	0	2
BLD 306	Building Maintenance II		1	1	0	2
BLD 308	Building Services and Equipment II		2	0	3	3
BLD 312	Project Planning and Control		1	1	0	2
URP 312	Land Use Planning		1	1	0	2
ECN 302	Macro Economic Theory		2	1	0	3
JPL 402	Land Law II		3	1	0	4
	Total		12	7	3	20

KEY:

L = Lectures T = Tutorials
P = Practical U = Credit Units

HARMATTAN SEMESTER – PART 4

COURSE CODE	COURSE TITLE	L	T	P	U
ESM 411	Property Management and Sustainability	2	1	0	3
ESM 413	Estate Development and Finance	2	2	0	4
ESM 415	Comparative Land Policy	2	0	0	2
ESM 417	Research Methodology	2	1	0	3
ESM 419	Urban Economics	1	1	0	2
ESM 421	Real Estate Law II	1	1	0	2
CSC 201	Computer Programming I	2	0	3	3
	Sub-Total	12	6	0	19
	Restricted Elective 2 units from below:				
ESM 423	Management of Building Project	1	1	0	2
QTS 315	Construction Economics I	1	0	3	2
	Total	13	7	0	21

RAIN SEMESTER – PART 4

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 200	SWEP		1	0	6	3
ESM 300	SIWES I		0	0	9	3
ESM 400	SIWES II	SIWES I	0	0	27	9
	TOTAL		1	0	42	15

SIWES = Students Industrial Works Experience Scheme

SWEP = Students Works Experience Programme

KEY:

L = Lectures T = Tutorials
P = Practical U = Credit Units

HARMATTAN SEMESTER – PART 5

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 511	Advanced Valuation I	ESM 312	2	1	0	3

ESM 513	Land Use and Resources Management I		1	1	0	2
ESM 515	Applied Property and Facility Management I	ESM 411	1	0	1	2
ESM 517	Feasibility and Viability Studies I		1	1	0	2
ESM 519	Project Dissertation I		0	0	9	3
ESM 521	Real Estate Portfolio Management		1	1	0	2
ESM 523	Plant and Machinery Valuation		1	1	0	2
ESM 525	Real Estate and Strategic Decision Making		1	1	0	2
Sub-Total			8	6	10	18
Plus 2 units from the following Restricted Elective						
ESM 527	Environmental Impact Assessment		1	1	0	2
ESM 529	Applied Town and Country Planning		1	1	0	2
Total			9	7	10	20

RAIN SEMESTER – PART 5

COURSE CODE	COURSE TITLE	PRE-REQUISITE	L	T	P	U
ESM 512	Advanced Valuation II	ESM 511	2	1	0	3
ESM 514	Land Use and Resources Management II		1	1	0	2
ESM 516	Applied Property and Facility Management II	ESM 515	1	0	1	2
ESM 518	Feasibility and Viability Studies II		1	1	0	2
ESM 520	Project Dissertation II	ESM 519	0	0	9	3
ESM 522	Professional Practice and Code of Conduct		1	1	0	2
ESM 524	Arbitration and Award		2	0	0	2
ESM 526	Real Estate Agency and Marketing		1	1	0	2
Total			9	5	10	18

KEY:

L	=	Lectures	T	=	Tutorials
P	=	Practical	U	=	Credit-Units

6. COURSE CONTENTS

ESM 111- INTRODUCTION TO ESTATE MANAGEMENT I – 2 UNITS

Estate Management as an education (academic discipline), Profession, process, strategy and authority. Estate Management and other allied disciplines – interrelationship and differences. Introductory management principles, functions of management in relation to Estate Management. Estate ownership and control. The economic, social, legal, technical and environmental dimensions of Estate Management, Estate Planning and Development. The estate life cycle and problems of obsolescence.

ESM 112- INTRODUCTION TO ESTATE MANAGEMENT II – 2 UNITS

Principles of Estate Management, application in the management of public and private estates, new towns, expanding towns, local authority redevelopment areas e.t.c. Functions of Estate Management. Interest in Lands, Motives of ownership, land tenure system in Nigeria. Management of public and private estates. Routing management functions of an Estate Surveyor. Management techniques including critical path analysis. The implications for Estate Management of legislation pertinent to the relationship between the landlord and tenant.

ESM 113- BASIC STATISTICS – 2 UNITS

General introduction to the nature and use of statistics. Methods of data collection and presentation. Calculation of measures of central tendency and dispersion, moments, skewness and kurtosis. Statistical relationships: Regression and correlation, analysis. Time series analysis. Index numbers. Probability and probability distribution.

ESM 114- PRINCIPLES OF LAND ECONOMY – 2 UNITS

Introduction to land economy (Land economy as an education, academic discipline, career/profession, strategy, process etc). Man's dependence on Land: Man/Land relationships within physical, economic and institutional frameworks. Importance and nature of decision-making: descriptive models of decision making units ("proprietary" and "social"). Proprietary decisions (goals and motive, criteria for evaluation, constraints): other decisions (e.g. households' and firms' location decision). Development decision-making processes. Finance for development. Cost benefit analysis as an aid to Land Use decision-making. Relationship between proprietary land units (superior, inferior relationships; neighbours; successors; conflicts between proprietary and social interest). Effects of public investment and planning decisions (betterment and losses). Land policy and land reform (Housing policy, rural and agricultural policy, landlord and tenant legislations etc). Analysis of Land Use decisions.

ESM 115- AGRICULTURAL PRODUCTION – 2UNITS

Cultivation of some arable and tree crops. Principles of crop production. Cultivation practices, Diseases of some crop plant. Agricultural financing in Nigeria including budgetary allocations to the agricultural sector. Approaches to rural development and Government Programmes. Utilisation of forestry and water resources.

ARC 103 – GRAPHIC COMMUNICATION – 2 UNITS

Introduction to basic drawing techniques and conventions: presentation tools and techniques. Drawing tools and materials; the representation of common views. Graphic presentation using various media, and sketching for design development. Descriptive Geometry; orthographic projections of simple and complex geometric solids, Isometric, axonometric, oblique and perspective views. Lettering.

ARC 104 – INTRODUCTION TO ARCHITECTURAL GRAPHICS – 2 UNITS

Introduction to the uses of graphics in architecture. Graphic thinking and building representation. Representation of building elements and materials; their application in plans, elevations and sections. Projection techniques for shade and shadow construction. 3 – Dimensional drawings of building exteriors and interiors. Oblique, isometric, axonometric and perspectives. Rendering.

BLD 102- INTRODUCTION TO BUILDING ENVIRONMENT – 2 UNITS

Drawing Instruments, layout of drawings and geometric constructions. Multi-view drawings and graphical representation. Traditional Housing Design and Development in Nigeria. Elemental Composition of a building in relation to the environment and functional requirements. Brief discussion on plant and equipment required on construction. Organizational structure and personnel involved in construction. Local Materials utilization in low cost mass housing. Socio-cultural and climatic condition as they affect building design in Nigeria. Analytical tools for problem solution in building provision; Building drawings. Presentation of road designs and simple examples of other Civil Engineering drawings.

URP 103 – NATURE OF ENVIRONMENTAL SCIENCES – 2 UNITS

The concepts of the environment: human, physical, social and technological environment. Impact of urbanization on the natural environment. Factors of environmental degradation and their impacts on natural and man-made environment. Socio-ecological problems vs industrial development: problems of industrialization and deterioration of human environment. Relationship of planning to other disciplines.

URP 104 – BASIC ELEMENTS OF PLANNING – 2 UNITS

Aims and objectives of urban and regional planning- the need to plan. Definition and scope of the planning process. Economic and social factors in town planning. The development of urban planning theory and urban design. Information requirements and basic forms of surveys for planning, including land use, age distribution and conditions of building, traffic studies, statistical methods and socio-economic surveys and analysis. The development plan system – principles and practice of district or town plan, master plan, structure plan metropolitan planning, space standards and detailed planning of central areas; shopping centres, the transport system, neighbourhood concept/environmental areas, density and lay-out, industrial areas, town-scape and civic design.

SSC 102 – ELEMENTS OF ECONOMIC THEORY AND PRINCIPLES – 3 UNITS

The course is designed to familiarize the students with the basic economic theories and principles as tools for understanding the socio-economic dimension of the Nigeria Society in particular and world's economic relations at large. It covers the general definition of economics, methods and the scientific nature of economics. Descriptive and quantitative analyses in Economics. Tools of quantitative analysis. Elementary theory of Demand and Supply. Concept of Equilibrium and Elasticity. Theory of Consumer Behaviour. Theory of Production and Costs. Market structure and Introduction to Macroeconomics.

SSC 105- MATHEMATICS FOR SOCIAL SCIENTISTS I – 3 UNITS

Set Theories. Some basic probability context: permutations, combinations and binomial theorem. Indices, Surd, Logarithm, Sequence and Series. Coordinate Geometric: Cartesian Coordinate system and polar coordinate system; equation of straight and algebraic solution. Partial Fraction. Plane trigonometry. Application of trigonometrical functions.

SSC 106– MATHEMATICS FOR SOCIAL SCIENTISTS II – 3 UNITS

Functions and Equations: Definitions and types of functions and equations. Matrices and Vectors: Elements of Basic Algebra. Differential Calculus. Integra Calculus and Optimization Functions.

PHL 101 – INTRODUCTION TO PROBLEMS OF PHILOSOPHY I – 3 UNITS

A general introduction to the various tradition and problems of philosophy. Philosophy and related fields – Science, Arts and religion, e.t.c. A brief survey of the main branches, special fields and problems of philosophy.

PHL 104 - INTRODUCTION TO PROBLEMS OF PHILOSOPHY II – 3 UNITS

Critical argument and evidence; Arguments and the use to which they are put in diverse disciplines, such as law, the arts, the natural and social sciences, engineering and business studies. Its scope is as follows: argument

identification, classification and evaluation. Kinds of arguments. Mill's methods of inquiry; refutation by formal analogy; fallacious reasoning and sophistry. Argumentation in law (method of judicial proof). Arts, ethics, management and science.

ESM 211- INTRODUCTION TO PROPERTY VALUATION I – 2 UNITS

Definition of Valuation- for example, as market analysis, investment analysis, as both an art and a science, as surveying, as behavioural (science) in an economic setting, consumer research or problem-solving imperative, etc. Nature, scope and principles of property valuation. An appreciation of the economic basis of property value. Nature and concept of value (particularly, market value, exchange value, value-in-use, investment value, etc). Difference between market price, cost, worth and market value. Relationship between concept of value and valuation reliability. Valuation reliability - types, meanings and factors influencing them. Real property valuation process. The valuer - His traits, functions and methods. Purposes and bases of property valuation. Nature of real Estate – Characteristics, The principal types of landed property / real estate and the interest subsisting therein (including the impact of The Land Use Act, 1978). The determinants of land and property values - Demand for and supply of land. Investment generally including real property and financial investments (money and capital markets), Principles, nature and characteristics of investment. The investment markets. Nature, operations, functions and characteristics of real property, money and capital (stock exchanges and security and Exchange Commission) markets and their products. The investment decision-making process. Decision criteria. Factors affecting rates of interest (yields) derived from property - accumulative and remunerative rates. Outgoings and the relationship between rental value and income and/ capital value and Income. Different types of rental income - ground rent, full rental value, reversionary income, rent reserved, full repairing and insuring lease rent, fully inclusive rent and Internal Repairing and Insuring lease rent. Methods of valuation. Construction of and use of valuation tables including the concept of years purchase (YP). Application of the principles of simple and compound interests including arithmetic and geometric progression in the construction of valuation tables. Interrelationships between the tables.

ESM 212- INTRODUCTION TO VALUATION II – 2 UNITS.

Revision (ESM 201) – Methods of Valuation and Concept of years Purchase and construction of and use of Valuation Tables. Rent Theories and their relevance to property Valuation. Freehold and leasehold valuations, valuation of vacant possession and encumbered interests, Term and Reversion, Hardcore/Layer method, Varying Rents, etc. Annual Equivalent, Virtual/Sitting Rent, Cost-in-Use Valuation, etc. Landlord and Tenant Valuations – Premiums, surrenders and renewals of leases including marriage values. Analysis of sales (including yields) and lettings of freehold and leasehold properties. Application of statistical techniques including hedonic pricing models in property valuation. Valuation of Development Properties including practical applications of cost / contractors and profit / account methods of valuation.

ESM 213- LAND ECONOMICS I – 2 UNITS

Definition of Land Economics. Meaning of land, concept of rent, land market and price determination. Location theory. Land resources requirements. The nature of real estate: physical, legal, economic, e.t.c. Investment in real estate. Characteristics of property as an investment. The principal types of landed property. Complementary and uncomplimentary land uses. The demand for land: local and global and its relation to population and resources. The supply of land: Malthusian, Neo-Malthusian and other doctrines. The exploitation of land resources. The nature and concepts of land rent. Classical formulation of Rent Theories: Ricardian, Von Thunen. Rent as an unearned increment. Significance of land rent. Factors affecting supply and demand of land. Location

theory. Major economic problems. Concepts of land use capacity. Concept of highest and best use. Cost benefit analysis

ESM 214- LAND ECONOMICS II – 2 UNITS.

Theories of consumption. Theories of income. Employment and International Trade. Theories of interest and asset prices. Nature of land investment decisions and appraisal. Divergence of private and social costs and the problems of resource allocation. Conservation of land resources. Principles of Comparative and Absolute Advantages and Application in allocation of resources. Economic base theory. Urbanisation and its effects on land values. Reasons for urbanisation. Economic advantages and disadvantages of urbanisation. Urbanisation and land use values and patterns. Value determination: Accessibility and Complementarity. General pattern of land use within urban areas.

SVG 201- FUNDAMENTAL SURVEYING (2 UNITS)

The principles of surveying measurements of magnetic directions or bearing, horizontal lengths or distances, vertical lengths or differences in heights or elevation, horizontal angles measured in horizontal planes and vertical angles measured in vertical planes. Study of the design, adjustment, use and care of surveying instruments such as compasses, steel tapes, theodolites, spirit levels (including tilting and automatic), targets and staves. Compass and theodolites traversing for position and area determination; and longitudinal, cross-sectional and grid leveling for profile determination and contouring.

SVG 203- PRACTICAL SURVEYING I (1 UNIT)

Demonstration of the adjustment, use and care of the surveying instruments studied in SVG 101 and SVG 201. Practical plane surveying of specified area at a scale of 1 : 1000 involving (a) traversing, (b) grid leveling and contouring, (c) fixing of details of natural and man-made features.

BLD 201- BUILDING CONSTRUCTION AND MATERIALS I – 2 UNITS

Site operations and construction personnel. Site investigation and site preparation processes. Site organization and layout, clearing, levelling and setting out. Excavations – soil classification, methods of excavation (manual/mechanical). Tools for manual of execution. Problems of excavation (including site drainage) and timbering to excavation. Design and construction detailing of elements of building. – Foundations (to include subsoil/loading conditions). Floors- soil ground floors, Raised/Upper timber floors. Solid upper floors. Finishes. Modelling of building elements and components. Practicals.

BLD 202 - BUILDING CONSTRUCTION AND MATERIALS II – 2 UNITS

Walls: Loading-bearing and Non load-bearing walls. Timber walling. Stones wall, Brick/block walls. Bonding, mortar mixes, D.P.C. Wall finishes – plastering, rendering, tyro-leaning, painting, e.t.c. Openings in walls: Doors, windows, lintels, beams and columns. Arches. Stairs and fittings. Roofs and ceilings. Drainage – tools, equipment, materials and methods of installation. External Works and Landscaping: Fences and Fencing, Gates, Access roads. Landscaping. Preparation of Architectural and Construction Drawings of a simple building up to one-storey building. Modelling of building elements and components. Practicals.

AEC 201 – INTRODUCTION TO AGRICULTURAL ECONOMICS I – 3 UNITS

Introduction to Agricultural economics (micro and macro), main elements of micro economics as distinct from macroeconomics. Consumer behaviour and choice, demand theory, supply and demand. Theory of production. Derivation of cost functions from production functions, short run cost, long run costs, theory of firm, theory of distribution.

AEC 202 – INTRODUCTION TO AGRICULTURAL ECONOMICS II – 3 UNITS

International trade, GDP, GNP, the composition of trade, terms of trade, the traditional theory of international trade, third world production possibility frontier, relative factor endowments and international specialization: the neo classical model, regulations of international trade, gains and risks in international trade, public finance, public finance in capitalist compared to socialist economies, public finance in Africa

ECN 201- PRINCIPLES OF ECONOMICS I – 3 UNITS

The course is designed to provide sound and advanced foundational knowledge of various microeconomic concepts and theories as well as their practical application in the society. Specifically, the students will be exposed to the knowledge of demand and supply theories and other microeconomic theories

ECN 202 – PRINCIPLES OF ECONOMICS II – 3 UNITS

The course is designed to provide sound and advanced foundational knowledge of various macroeconomic concepts and theories as well as their practical application in the society. Specifically, the students are expected at the end of the course to be able to:

- (i) Determine equilibrium level of both open and close economies.

Appreciate the rationale for the government intervention in the economy

Identify various policies (and their relative merits) available to government in addressing fundamental social economic issues such as inflation, unemployment and underdevelopment.

Course outline comprises Nature and scope of Macroeconomics. Measurement of National income. Determination of national income. Macroeconomic theory and issues. New development in macroeconomics. International Trade and Payment. Elements of public finance.

ACC 101- INTRODUCTION TO ACCOUNTING I – 3 UNITS

Nature and scope of accounting. Accounting procedure and system. Subsidiary books and main books of accounting. Double Entry book keeping system. The trial balance. Accruals, repayment and adjustment. Depreciation. Manufacturing account. Trading profit and loss account and balance sheet.

ACC 102- INTRODUCTION TO ACCOUNTING II – 3 UNITS

Control Accounting. Accounting for non-profit oriented organization – Receipt and payments. Incomplete records or single entry. Branch Accounting. Financial nature and contents of financial statement: Balance sheet and Balance Sheet Format; Profit and Loss Account, Cash Flow Statement, Fixed Asset: Acquisition, depreciation and disposal. Depreciation: Concept and Methods, Disposal of Fixed assets, Goodwill, Stock Valuation

SSC 201– STATISTICAL METHODS AND SOURCES I – 3 UNITS

The nature of statistical methods. Frequency distributions. Measures of central tendencies – Mean, Mode e.t.c. Measures of Dispersion – Range, Variance, Standard deviation. Elementary Probability Theory. Binomial, Normal and Poisson Distributions.

SSC 202- STATISTICAL METHODS AND SOURCES II – 3 UNITS

Tests of Hypothesis. Small sample Test: t-test, X² test and F-test. Time series analysis. Regression Analysis. Index Numbers, Analysis of Variance, Sources of Statistical Data in Nigeria.

ESM 311- PRINCIPLES OF VALUATION I – 2 UNITS

Investment Valuation including analysis of sales, rentals and lettings of leasehold and freehold properties. Criteria for choice of investment decisions by different investors. Application of capital budgeting techniques and concepts of worth, market value and price in investment valuation. Effect of income tax on sinking fund. Defects in the conventional leasehold valuation and methods of correcting them. Introduction to contemporary methods of valuation

ESM 312- PRINCIPLES OF VALUATION II – 2 UNITS

Revision of ESM 202 and ESM 301. Valuation for different purposes. Statutory Valuations –Compensation, Taxation (Probate, Site Value Rating, Property Rating, Development Land Tax (Betterment Levy, etc). Non-Statutory Valuations – Insurance, Mortgage, Letting (Rental), Sale, Purchase, Auction sale, mergers and acquisitions, Privatization, Investment, etc. Asset Valuation for different purposes, e.g. financial reporting, takeovers, floatation of shares, mortgage, etc including principles, bases and methods. Goodwill Valuation Property Inspection (Inventory). Report Writing and Proof of evidence for all valuations. Estate Surveyor and Valuer as an expert in property valuation and property related matters at the Lands Tribunals or a court of competent jurisdiction. Principles governing valuation of property without adequate information or inspection.

ESM 313- NATIONAL AND LOCAL TAXATION I – 2 UNITS

Income tax nature and incident, allowances on deductions assessment of owners and occupiers of landed property. Taxation of capital, Estate duty, Capital Transfer Tax. Elementary principles of national finance with particular reference to Central and Local Government finance. The canons and principles of taxation. Taxation distinguished from other land burdens. Methods of taxation: income tax, inheritance tax, local rates and other statutory charges. National Taxation Policies relating to land.

ESM 314- NATIONAL AND LOCAL TAXATION II – 2 UNITS

The principles of rating valuation. Organisation and administration of rating. The valuation list and preparation, objections, proposals and appeals. Assessment of properties. Occupation and hereditament. Tone of the list. Gross value, Net annual value, rateable value. When to use Gross value or Net annual value. Rebus sic stantibus. Rating valuation practice. Hypothetical tenant. Valuation assumptions, vacant and to let assumptions. Adjustment of Gross value to Net annual value. Alterations to the valuation list. Aggrieved person.

ESM 315- REAL ESTATE LAW I – 2 UNITS

Laws and Regulations relating to real estate management and contracts, Nature of contract, Types, Formation, essential requirements. Terms: express, implied, construction, exemption clauses. Vitiating Elements: mistakes, misrepresentation, duress and undue influence. Discharge: performance, agreement, breach, frustration. Breaches: remedies, penalties, damages, specific performance, Bailment, contract for sale of land.

ESM 317- INTERNATIONAL REAL ESTATE MARKET ANALYSIS – 2 UNITS

The course is designed to provide students with the knowledge of the key competitive aspects of various international markets and product types. Key topics include: Types of Market analysis (market study, marketability study and feasibility study); international & national market segmentation; efficient and inefficient market; microeconomic (site-specific) analysis of real estate and macroeconomic analysis of real estate markets; market values four forces (social, economic, physical/environmental and governmental); data sources and techniques for markets and products. Case Study project(s).

URP 312- LAND USE PLANNING – 2 UNITS

Study of urban structure and components with specific reference to residential areas and city centre. The structure of residential areas, density, its determinations and control. Town centers, the structure and components. Open space and leisure. National policies and Institutional procedures for planning, control and management of land uses. Introduction to planning methods, survey techniques, analysis and other procedures.

BLD 305 – BUILDING MAINTENANCE I – 2 UNITS

This course deals with building maintenance technology. Decay of building – agencies involved. Alterations, conversion, extension, improvement in building dimensional consideration. Design defects and remedies. Structural survey of building, specification writing and schedule of dilapidations to include: Measurement of maintenance works, maintenance of mechanical/electrical services.

BLD 306 – BUILDING MAINTENANCE II – 2 UNITS

The course deals with the management aspect of building maintenance. Maintenance cycles for different types of building standard expected of buildings. Maintenance strategies repair/replacement theory, sensitivity analysis, planning maintenance – recourses required, programme execution, appraisal policy guidelines. Applications of other Operation Research and other General Management Techniques to building Maintenance. Landlord/tenant relationship and other legal matters.

BLD 307- BUILDING SERVICES AND EQUIPMENT I – 2 UNITS

Provision and distribution of services with facilities in buildings and the surrounding environment: Internal environmental control and maintenance; heating and ventilation systems; lighting systems in buildings, communication system; lift and maintenance operation; fire protection system and precautionary measures; waste (solid and liquid) and waste management: generation, disposal, types and/or methods. Foul, surface water and real drainage, solid waste management (Refuse disposal, e.t.c). Sewage treatment/disposal.

BLD 308- BUILDING SERVICES AND EQUIPMENT II – 2 UNITS

Ground and paved area maintenance; maintenance of drainage works. Service charge account and administration, principles of apportionment. Sustainable/Green building and their maintenance. Principles of fire fighting and associated equipment, bye-law, regulations, codes affecting fire services etc. Servicing and maintenance of escalators and other installation within buildings. Visits to sites to appreciate the practical implication of the theoretical frame-works.

BLD 312 – PROJECT PLANNING AND CONTROL – 2 UNITS

The course deals with the sequence, organization and control of projects and the interrelationship between various professional groups involved in the development of capital projects. The meaning of management and its role in construction. The nature of capital projects – client, consultants and contractors. Management tools/techniques (CPM, Bar charts, LOB, etc). Tender analysis. Building management procedures from inception to completion. Co-ordination; control and supervision of simple and multiple contracts, site layout, report for management. Financing capital projects; working capital flow of funds.

QTS 113- INTRODUCTION TO MEASUREMENT OF BUILDING WORKS – 2 UNITS

Standard Methods of Measurement (SMM) OF Construction Works: Evolution of SMM of Construction works, Development of different editions of SMM and Introduction to the use of Building and Engineering Standard Measurement Third Edition (BESMM3) in practice. Bill of Quantities (BOQ): Purpose of Bill of Quantities, Process of preparation of BOQ, Types of bill format and their uses. Components of BOQ: Preamble clauses, preliminary items and the use of Provisional and Prime Cost Sums.

ECN 301 – MICRO ECONOMIC THEORY I – 3 UNITS

Introduction: The subject matter of micro-economic analysis, economic model – meaning, feature and verification. Development of economic theory. Theory of demand: Theory of consumer behaviour, market demand, recent development in the theory of demand and the demand for the product of the firm. Theory of Production: Production function, law of production, technological progress of production function e.t.c. Theory of Costs. Theory of Firm: the traditional (neo-classical) theory of the firm, perfect competition, monopolistic competition and oligopoly. Alternative theory of the firm: Average cost pricing theory, limit-cost pricing theory. Management theory. Theory of Resource Market (Pricing in input market): Factor pricing in perfectly and imperfectly competitive markets. Elasticity of factor substitution, technological process and income distribution.

ECN 302 – MACRO – ECONOMIC THEORY II – 3 UNITS

The broad objective of the course is to disseminate to and expand knowledge of students in the principles and applications of economics and to thereby contribute rationally to the development of economics and manpower requirements for national development. Course contents include general introduction and definition of concepts. Measuring Macroeconomic Variables. School of Macroeconomic Thought – An Introduction. The classical Macroeconomic Theory. The theory of growth. Essentials of the Keynesian System. Money and Fiscal in the Traditional Keynesian system. The Keynesian and Monetarist views on price and output determination. Rational Expectations, new Classical Macroeconomics and Efficient market. Modern Keynesian Theory with Rational Expectations. New Keynesian versus Real-Business-Cycle Theories. Objectives and targets of macroeconomics policy. Rules versus discretion in macroeconomic policy. International dimensions of macroeconomic policy.

JPL 401 – LAND LAW I – 4 UNITS

Historical evolution of Land Law. Sources of Nigerian Land Law. Terminology – ownership, possession, title rights, liability, land e.t.c. Estates. Co- ownership. Customary Land Law: Modes of acquiring title to land. Concept and ownership of land: Nature of land today; control and management of community land; creation and nature of family land; an outline of succession to rights in land; prescription, latches and acquaintance.

JPL 402 – LAND LAW II – 4 UNITS

The Land Use Act – State Control of Land, grant of right of occupancy, alienation of certificate of occupancy; revocation of certificate of occupancy and compensation for revocation. Relationship between Land Use Act and other State Land Law. An outline of control of natural resources; minerals, water and forest; Agrarian Reforms. Leasehold, easements, profit-a-prendre, covenants mortgages. Registration – registration of instruments, registration of title.

ESM 411- PROPERTY MANAGEMENT AND SUSTAINABILITY - 2 UNITS

Management theory. Management evolution. Functions of management in relation to property management: forecasting, planning organisation, co-ordination, control, motivation and communication. The estate and its main features. The proprietary land unit as an area of decision. The proprietary land structure in Nigeria. The leasehold system. Estate Planning and supervision/control. Routine management functions of an Estate Surveyor: tenant selection, negotiation of lease terms, rent collection and treatment of defaults, maintenance and repairs and service charge administration/ treatment of outgoings. Principles of Estate Management applicable in the management of public and private estates, new towns, expanding towns, local authority redevelopment schemes. Sustainability concepts and sustainable aspect of the built environment; features of sustainable/green building; Assessing sustainability in properties and the rating tools; property management sustainability policy/Components of Green Lease; Retrofitting processes in existing buildings.

ESM 413- ESTATE AND DEVELOPMENT FINANCE – 4 UNITS.

Meaning and purpose of property development. Property development process. Development agencies Participants in the development process and their functions with emphasis on the functions of an Estate Surveyor and Valuer. Types of developers: Private, public, merchant developer and investor developer. Risk factors in development. Principal sources of finance for funding a development including techniques of direct property financing: conventional and contemporary methods (securitisation and unitisation). Types of finance: Short-term funds (Bank and trade credit), Long-term funds (loan and share capital). Criteria for funding a development project. Criteria for selecting sources of funding for development. Timing of finance. Budgeting and financial forecasting. The estate development investment decision.

ESM 415- COMPARATIVE LAND POLICIES – 2 UNITS.

Distinction between Land Policy and Land Reform – Meaning, Types and Nature. National land policies: Rent control measures; Taxation policies; Housing policies; Food security policies; Urban and Rural Policies: types and objectives; etc. A comparison of National Policies. The nature of customary land tenure systems/ownership in the economic and social structure of selected countries in West Africa. Social and Legal theories of property. Proprietary land use analysis: descriptive models of decision making units; goals and motives, maneuverability/proportionality; reciprocity of relationships-lateral, contiguity/neighbours, superior-inferior and successors. Predisposing functions of antecedents. Predisposing functions of lateral relationship. Property and power. Property and planning. Property and land nationalization. The purpose and progress in national land reforms in selected countries. Implementation of land policies and specialised institutions of land policies and specialized institutions of government and other bodies related thereto. Social relationships and land tenure. The evolution of the Right of Occupancy system in Nigeria-The Land Use Panel 1977(Majority and Minority Reports). The Land Use Act, 1978-An Overview. Land conflicts: pattern or nature, causes and mechanisms for resolutions. Effect of Land Grabbing. Land Governance for inclusive participation of all stakeholders in land management to reduce poverty and promote inclusive growth

ESM 417- RESEARCH METHODOLOGY – 3 UNITS

The course aims at giving the students an opportunity to develop their skill in research techniques and writing. It incorporates purpose of research in Estate Management, the nature, essence and types of scientific enquiry. Problem identification and definition. Selecting a topic. Definition of objectives and hypothesis. Preparing a research design. Literature search and note taking. Theoretical and conceptual frameworks. Data Sources: Statistical and non-statistical. Research survey: types, advantages, and disadvantages. Planning and execution of surveys. Data collection, including general principle of questionnaire design. Data analysis: Use of SPSS, Hypothesis testing, drawing conclusions. Report writing. APA, Harvard and other styles of referencing, Design of Abstracts and synopsis.

ESM 419- URBAN ECONOMICS – 2 UNITS

Urban economy as a field of study. The nature of urban areas and urban functions. Economic problems of urban economy. Urban Land Use and transportation, congestion, traffic and parking. Technology and the city spatial structure and growth. The Urban Economic Base; Economic Development Theories and application to Nigeria situation. Reilly's Law of Gravitational Pull and others. Occupation characteristics of urban populations. Pollution and Environmental Quality in Nigeria. New Town Development: Public and Private. Sources of finance for urban development and management. Planning and the compensation/betterment problems.

ESM 421- REAL ESTATE LAW II – 2 Units

Torts relating to land and real estate; general principles of the liability in tort; liability for torts of others; elementary introduction of torts connected with the organisation and occupation of land with special reference to notions of trespass, nuisance and negligence.

ESM 423- MANAGEMENT OF BUILDING PROJECTS – 2 UNITS.

Definition of Building projects, types of projects. Agents and the types. Duties of an agent to his principal. Termination of the agency. Types of principals or building project owners and their limitation. Formation of a building contract. Circumstances that can affect validity of a contract. Remedies for breach of contracts. Mode of payments. Contract documentation. Development process and building professional. Site meetings – interim valuation, planning for execution. Completion of a building project and maintenance procedures.

QTS 315- CONSTRUCTION ECONOMICS I – 2 UNITS

Structure of the Construction Industry. Variation in Workload of the Construction Industry. Relationship of output of Construction Industry to available resources. Effect of Government action on the Construction Industry. Cost implication of design variables. Functional requirements and cost implications of construction methods. Economics of Building development. Introduction to cost control. Historical development of cost control processes. Cost control techniques and methods. Preliminary estimates, Approximate Estimating, Cost Planning theories and techniques. Cost modelling, Introduction to methods of valuation of landed property, Construction and use of valuation tables and Life cycle costing.

CSC 201- COMPUTER PROGRAMMING I – 3 UNITS

- A. Brief survey of programming paradigms – Procedural programming – object – oriented programming, functional programming- Declarative programming, non-algorithmic programming- Scripting Languages. The effects of Scale on programming methodology.
- B. Programming the computer in current version of FORTRAN. Declarative statements; Input and Output statements; Program compilation and execution; Control and conditional statements; Loops and iteration; Functions, Routine and Sub-programmes
- C. Input Output; File Processing; Port addressing.
- D. Program testing and debugging techniques.

ESM 511- ADVANCED VALUATION I – 3 UNITS

Capital Budgeting Techniques – traditional and modern techniques. Contemporary methods of valuation. Minerals Valuation, Valuation of trade properties – fast foods restaurant, filling stations, brewery, hotel and motel, casinos and gaming clubs, etc. Examination of Property Valuation Standards - Appraisal and Valuation Manual (RICS), International Valuation Standards (IVSC), European Union Valuation Standards, Appraisal Institute's Valuation Standards. The Property Valuation Standards published by the Nigerian Institution of Estate Surveyors and Valuers, etc. Valuation of environmental resources. Valuation of contaminated land, the valuer as an expert witness.

ESM 512- ADVANCED VALUATION II – 3 UNITS

Site Analysis and site Valuation (Development Properties' Valuation). Valuation of a development in progress. The valuation of property assets of a company for different purposes – principles, bases, methods and processes. Valuation of way leaves, royalties, etc. Applied company assets valuation – licenced premises or trade properties, schools, teaching hospital, flour mill, detergent manufacturing concern, bottled beverages company, cement manufacturing industry, waterworks or Dams, telecommunication company, oil and gas installations, petroleum installations, etc. The valuer as an investment analyst. The role of the valuer in the property market. Valuation of stocks, shares and bonds.

ESM 513- LAND USE AND RESOURCES MANAGEMENT I – 2 UNITS

Land resources, human settlement and land use in Nigeria. The evolution of growth structure and pattern of human settlement. The proprietary land capital and income; obsolescence and urban renewal. The relocation problems. An introduction to economic forces that influence land uses. Succession of land uses and the competition between uses which are evident in the operation of the land market. The economics of land uses in non-market societies. Development of the theory of location, economics of location, land uses and land values. Man-land relationship. Rural and urban land uses and theory allocation. Urban growth theories. Location theory and land use. Acquisition and transfer of rights. Mobilisation of financial resources for urban management (local taxation, fees, capital budgeting, financial institutions, public and private sectors, bonds).

ESM 514- LAND USE AND RESOURCES MANAGEMENT II – 2 UNITS

Estate Development, Public Control of land uses. Housing: the provision of shelter in human settlements. The influence of climate, topography, social order and economic conditions on housing. Housing policy with particular reference to housing as a social need and private investment. The urban housing problems. Nature of urban housing market and policy. Capital costs and rental income. Urban transportation: Problems involved in traffic congestion. Theories of road pricing. Transport-land use interaction. Public measures for controlling and guiding

land use. Conservation of land resources. The role of the market in land resources allocation, estate investment and development. Real Estate Credit and land resources. Planning for more efficient land use. National Land Policy: relative instruments and empirical studies. Taxation of landed property, urban environmental pollution management. The use of economic criteria in public investment and planning.

ESM 515- APPLIED PROPERTY AND FACILITY MANAGEMENT I – 2 UNITS

Property development and redevelopment process. Economic importance of real estate. Property management in relation to social, political, economic, physical and location aspects. Property management process: strategy of estate owners and choice of alternatives to achieve owner's objectives. The estate life cycle and problems of obsolescence. Property manager in public and private sectors. Procedures for undertaking subsequent transactions on land under the Land Use Act: Sublease, assignment and mortgage. Real estate as strategic corporate Asset/resource. Strategy for corporate real Estate Management. Performance indicators, leasing practice. Management of institutional housing and commercial estates: Principles procedures and problems.

ESM 516- APPLIED PROPERTY AND FACILITY MANAGEMENT II – 2 UNITS

Concepts of building maintenance, liability for defects in buildings, maintenance needs, rehabilitation, alterations and improvements. Maintenance policies, strategies, process and activities. Performance of maintenance activities: Staff vs contract maintenance, contract administration and management, schedules and inspections, work order, property maintenance record, inventory listing and administration, Accounts for various bills: electricity, water, e.t.c. Estimating maintenance budgets. Job evaluation and monitoring/feedback system. Property management organisations and functions of maintenance units within the set-up. Repairs obligations under Tenancy/Lease agreements. Maintenance management system: planning for maintenance. Concepts of tenant participation in maintenance and self-help schemes for public housing management. Policy issues on alteration, improvements (modernisation) and conservation/disposal.

ESM 517- FEASIBILITY AND VIABILITY STUDIES I – 2 UNITS

The property investment climate in Nigeria and the need for thorough appraisal. The Estate Surveyor and Valuer as adviser in investment and property development. Principles and techniques of investment appraisal and application to property development. Market analysis and determination of catchment areas for commercial or shopping properties. Feasibility studies. Quality of a good feasibility and viability report.

ESM 518- FEASIBILITY AND VIABILITY STUDIES II – 2 UNITS

Investment decision process. Project supervision, management, monitoring and evaluation. The traditional and contemporary methods of appraisal. Risk associated with different types of projects, allowing for inflation, e.t.c. Treatment of risk and uncertainty in property investment appraisal.

ESM 519- PROJECT DISSERTATION I – 3 UNITS

At the end of his training, the student should be able to demonstrate an appreciation of and the capacity to recognise the integration and contribution of the various contributory subjects which give the discipline its distinctive and unique kernel. The student should also be able to apply the total body of knowledge acquired, especially in an independent and original way, to the solution of specific practical problem and submit a project on this. The special project is designed to give the student this test. In this aspect of the project, the student will

be expected to submit a proposal demonstrating its readiness to conduct the research, which will be graded accordingly.

ESM 520- PROJECT DISSERTATION II – 3 UNITS

This is a continuation of ESM 509 started in the previous semester.

ESM 521- REAL ESTATE PORTFOLIO MANAGEMENT – 2 UNITS

Fundamental concepts of investment theory and financial markets. This will include an introduction to portfolio theory, asset pricing and the analytical tools of portfolio management. Real estate as an investment in a portfolio context. Risk/return characteristics of a portfolio. Modern Portfolio and Diversification Theories. Portfolio selection, Performance measurement and analysis; Portfolio Rebalancing. The use of various indices in performance appraisal.

ESM 522- PROFESSIONAL PRACTICE AND CODE OF CONDUCT – 2 UNITS

Defining a profession: criteria used to define a profession; salient characteristics of a truly professional approach in practice. Rules of professional practice and code of conduct: Code of ethics vs standards of professional practice. Professional firms, groups, partnerships and their organisation and management. Professional-Client relationship. The consulting process. Office procedure and management; The development team/development consortium. Proposal to the client. Consulting contract/taking brief. Professional practice in Land Administration: Preparation of letters of offer and Rights of Application. Acquisition of land by private sector investors. Professional practice in Valuation: Inspections. Report writing; Expert evidence and proof of evidence.

ESM 523- PLANT AND MACHINERY VALUATION – 2 UNITS

Definition of Plant and Machinery. Classification of manufacturing industry, industrial buildings, plant layout, product layout and process layout. Valuation of plant and machinery valuations: Scope, Basis, Purposes and methods. Depreciation of plant and machinery for valuation purposes, methods, factors, procedure and problems. Valuation of obsolete plant and machinery; the concepts of scrap and salvage values; the impact of changing technology and economic policies. Preparation of Report and Proof of Evidence for plant and machinery valuations in Nigeria. Examination of the application of the Standards Asset Valuation Practice (SAVP) of various professional bodies and International Financial Reporting Standard (IFRS). The roles of Estate Surveyors and Valuers, Engineers and Accountants in plant and machinery valuations: An examination of Laws related to Plant and Machinery Valuation such as Estate Surveyors and Valuers Registration Board of Nigeria (ESVARBON) Decree No 24 of 1975 (now Cap E13 Laws of Federation of Nigeria 2007). Engineering Decree No 55 of 1970; Engineering Decree No 27 of 1992. The Institute of Chartered Accountants Act No. 15 of 1965, Nigerian Companies and Allied Matters Law and the subsequent amendments of the Laws.

ESM 524 – ARBITRATION AND AWARD – 2 UNITS

The concept and nature of arbitration and its application to valuation. Types of arbitration. The Arbitration Act; reference to arbitration by consent. Statutory and conventional advantages of arbitration. Submission, parties and subject matters. Appointment of arbitrators and umpires. Principal rules of evidence applicable to arbitrations. Compensation of arbitrators: arguments for and against. Cost of arbitration. Reference by order of court. Neutral and Tripartite Panels. Procedures in arbitration awards. Proceedings subsequent to award; categories of Award and the costs on award. Arbitration of real estate and related disputes in the construction

industry. Particular skills required of a professional acting as arbitrator in the construction industry. Real estate documents and arbitration clauses; Distinction between valuation, arbitration and action. Methods of enforcing and impeaching an award.

ESM 525- REAL ESTATE AND STRATEGIC DECISION MAKING – 2 UNITS

The course deal with the management of real estate business enterprise. It focuses on strategic concepts, mission and objectives, Strategic planning process and techniques for strategic appraisal. SWOT, PESTLE analysis; etc. Scope, nature, methods and principles of organisational human resources management. Workers' motivation and Incentives schemes.

ESM 526- REAL ESTATE AGENCY AND MARKETING - 2 UNITS

Marketing and real estate agency: Types of Agency, legal positions of principal and agent, methods of sale, promotion, selling, market segmentation, market research and planning. Conveyance functions: offer and acceptance, legal title search, Deed of transfer, transferring ownership, closing and appropriate registration. Rule of Thumb in real estate practice. Service charge administration: service charge items, budget, apportionment, cost and account.

ESM 527- ENVIRONMENTAL IMPACT ASSESSMENT – 2 UNITS

A glossary of environmental terms. Review of Nigerian Environmental Crisis. The concept of Environmental Impact Assessment (EIA) The need for Assessment. Stages in Environmental Impact Assessment. Methodologies and logical requirements of EIA. EIA in project appraisal. Case studies of existing and proposed projects. The environmental Impact Statement (EIS). The Nigerian Environmental Impact Assessment Decree.

ESM 529- APPLIED TOWN AND COUNTRY PLANNING – 2 UNITS

Planning standards, methods of collection, organisation and selection of planning data. Preparation of surveys and analysis. Sources of Information, available statistical material, phasing and the time-scale. Applied planning powers; i.e. the administrative and executive resources available. Surface and sub-surface conditions. Utility services right of way, the landscape. Accessibility and environmental standards. Functional requirements of building environment in siting buildings. Introduction of Planning Law – Machinery of planning control and planning application. The reconciliation of private and public objectives in planning. The competition between long and short-term objectives.

7. IMPORTANT INFORMATION

RELEVANT SECTIONS OF THE UNIVERSITY EXAMINATION REGULATIONS

(i) Registration for University Examination

- a) A candidate for a University examination must have registered for the courses in the prescribed format not later than the closing date prescribed for registration for such courses. Any candidate who fails to register for courses at the appropriate time as prescribed by Senate will not be allowed to take any examination in such courses. Any examination taken without course registration shall be null and void.

- b) Students who register for courses are committed to the number of units registered for and are expected to take examinations in such courses. If a student failed to take an examination he would be scored '0F' for the number of units he had registered for and in which he had failed to take the prescribed examination.
- c) Any student who does not have any course or courses to offer in a particular semester should apply for leave of absence.
- d) A candidate who has less than 15 units in a particular semester to graduate should apply to his/her Faculty Board, through the Head of Department (HOD), for permission to register for less than 15 units. Failure to do so constitutes a breach of regulation which may result in the non-processing of the candidate' results.
- e) A candidate who cannot register for courses during the prescribed period for registration because of an illness must ensure that medical report on his illness is forwarded by him or his parents/sponsors to reach the Dean of his Faculty not later than four weeks after the end of the normal registration period as scheduled in the University Calendar. Such a medical report should be forwarded for authentication by the Director of Medical and Health Services for it to be considered valid. Such a candidate shall be exempted from the penalties of late registration. All applications should be routed through the Head of Department.
- f) Students must attend a minimum of 75% of course instructions including lectures, tutorials and practicals where required to qualify to sit for examination in any course.
- g) A candidate for a university examination in a particular degree programme should not be a regular candidate for another degree in this or any other university concurrently. Any candidate so discovered shall forfeit his/her studentship.

(ii) Absence from Examination

Candidates must present themselves at such University examinations for which they have registered. Candidates who fail to do so for reason other than illness or accident shall be bound by the following regulations:

- a) Any student who fails to register for courses during one semester without permission should be deemed to have scored '00F' in the minimum number of units required for full time students (i.e. 15 units).
- b) Candidates who registered for courses, attended classes regularly, did all practicals and tests but did not take required semester examinations should be given a continuous assessment grade in each of the affected course and a grade of "0" in the examination which they should have taken, but which they did not take.
- c) Candidates who have less than 15 units to graduate but who fail to take the required examinations should be deemed to have scored "0F" in the outstanding courses only provided such candidates obtained permission to register for less than 15 units.

- d) Any candidate who, on account of illness, is absent from a University examination may be permitted by the Senate on the recommendation from the appropriate Faculty Board, to present himself for such examination at the next available opportunity provided that:
- i. A full-time student in the University shall report any case of illness to the University Health Centre at all times.
 - ii. When a student falls ill during examination, he should first report to the Director, Medical and Health Services before attending any hospital outside the University. A report of sickness should be made to the Registrar within a week and a medical certificate for validation of his illness within three weeks.
 - iii. When a student falls ill before an examination, he shall be under an obligation to send a medical report countersigned by the Director, Medical and Health Services within one week of such illness. Any time outside this period, shall be considered on its own merit.
 - iv. The Director of Medical and Health Services should, within 48 hours, submit a medical report on a candidate who is ill during an examination and is taken to the Health Centre or referred by it to the hospital for treatment.
 - v. A candidate applying for leave of absence on medical grounds must forward his application together with a medical report to the Dean of his Faculty through his Head of Department. The Medical report must be countersigned by the Director of Medical and Health Services. All applications for Leave of Absence must be taken by the appropriate Faculty Board.

(iii) Examination Offences and Penalties

- (a) A candidate shall not be allowed during an examination to communicate by word or otherwise with any other candidates nor shall he leave his place except with the consent of an invigilator. Should a candidate act in such a way as to disturb or inconvenience other candidates, he shall be warned and if he persists, he may, at the discretion of the invigilator, be excluded from the examination room. Such an action by the invigilator must also be reported in writing through the Head of Department to the Vice-Chancellor within 24 hours.
- (b) It shall be an examination offence for any student, staff or any person whatsoever to impersonate a candidate in any University examination. Any student or staff of the University found guilty under this regulation shall be subjected to disciplinary action by the appropriate authority of the University. The candidate impersonated shall also be liable to an infraction of this regulation where it is established directly from circumstantial evidence that the impersonation is with his knowledge or connivance.
- (c) No candidate shall take into an examination room, or have in his possession during examination any book or paper or printed or written documents, whether relevant to the examination or not, unless specifically authorized to do so. An invigilator has authority to confiscate such documents.
- (d) Mobile phones are not allowed in examination halls.

- (e) A candidate shall not remove from an examination room any papers, used or unused, except the question paper and such book and papers, if any, as he is authorized to take into the examination room.
 - (f) Candidates shall comply with all “direction to candidates” set out on an examination answer book or other examination materials supplied to them. They shall also comply with direction given to them by an invigilator.
 - (g) Candidates shall not write on any paper other than the examination answer books. All rough works must be written in the answer books and crossed out neatly. Supplementary answer books, even if they contain only rough work must be tied inside the main answer books.
 - (h) When leaving the examination room, even if temporarily, a candidate shall not leave his written work on the desk but he shall hand it over to an invigilator. Candidates are responsible for the proper return of their written work.
 - (i) Smoking shall not be permitted in examination room during examination sessions.
 - (j) Any candidate or staff who attempts in any way to unlawfully have or give pre-knowledge of an examination question or to influence the marking of scripts or the award of marks by the University examiner shall be subjected to disciplinary action by the appropriate authority of the University.
 - (k) If any candidate is suspected of cheating, receiving assistance or assisting other candidates or of infringing any other examination regulation, a written report of the circumstance shall be submitted by the invigilator to the Vice-Chancellor within 24 hours of the examination session. The candidate concerned shall be allowed to continue with the examination.
 - (l) Any candidate suspected of examination malpractice shall be required to submit to the invigilator a written report immediately after the paper. Failure to make a report shall be regarded as a breach of discipline. Such report should be forwarded along with the invigilator’s report to the Vice-Chancellor.
 - (m) Where a Head of Department fails to forward a report on examination malpractice to the Vice-Chancellor, such action would be considered as misconduct, he shall refer the case to the Central Committee on Examination Malpractice.
 - (n) Where the Vice-Chancellor is satisfied on the basis of the reports forwarded to him that any candidate has a case to answer, he shall refer the case to the Central Committee on Examination Malpractice.
- (iv) Penalties for Examination Malpractice and Other Offences**
- (a) Any examination offence would attract appropriate penalty including outright dismissal from the University.

- (b) Where the Vice-Chancellor has reason to believe that the nature of any question or the content of any paper may have become known before the date and time of the examination to any person other than the examiners of the paper, the Board of Examiners, and any official of the University authorized to handle the paper, he may order the suspension of the examination or the cancellation of the paper or setting of a new paper and shall report the matter to the Senate. The Vice-Chancellor shall also take any disciplinary measure against any student involved as he may deem appropriate.
- (c) If in the opinion of an invigilator, circumstances arise which render the examination unfair to any candidate he must report the matter to the Vice-Chancellor within 24 hours after the examination. Where such matter is reported to the Vice-Chancellor he may take such action as he deems fit. If he directs that another examination be held, that examination shall be the examination for the purpose of this regulation.
- (d) Any candidate or member of staff may complain to the Vice-Chancellor that an examination has been improperly conducted. The Vice-Chancellor shall investigate the complaint and report the result of his investigation to the Senate which shall take such action as it may deem appropriate, including withholding a result or deprivation of the award of a degree, diploma etc as laid down in Statute 17. However, where it is shown to the satisfaction of the Committee of Deans that any alteration or amendment of a University regulation involving a change in a course of study or in examination requirements has caused hardship to a candidate in any examination, the Committee of Deans shall make such provisions as it thinks fit for the relief of each hardship and report same to Senate.

STUDENT REGISTRATION ON E-PORTAL

Visit e-portal URL directly on www.eportal.oauife.ng

OR

Visit OAU website with www.oauife.edu.ng and click “e-portal” from OAU Home page.

Form e-portal home page

Click “Payment/Registration (on-line)”

From Login Screen

Read additional directives and comply

Click on “Submit” to display your identity for confirmation

Click “OK”

Click again “Payment/Registration (online)” to display list of tables of Students.

From the Table List

Click on “Bio-Data Form” to display “Submit Information Form (MIS2)” and fill accordingly.

Click “Submit” to save your form.

THE DEPARTMENT WEBSITE AND STUDENT PORTAL

Students can also visit students’ portal at the Department’s website for other day to day useful information relevant to making their stay at the Department and the University an easy and enjoyable one. To access go to

www.oauife.edu.ng and click on “Department” and then “Estate Management”. The student handbook is also available at this portal

UNIVERSITY LIBRARY FACILITIES

Plan of the University Library

The Library consists of the North and South wings, which are connected by walkways on two levels.

MEMBERSHIP

Membership of the Library is available, on completion of a registration card, to all students, members of the senior staff of the University and such other persons as may be determined by the Library Committee for the University Librarian on behalf of it.

Students are required to renew their registration at the beginning of each academic year. Library Cards and Borrower’s Tickets are not transferable; books issued on them remain the responsibility of the person whose name appears on them.

A lost Library Card or Borrower’s Ticket may be replaced on submission of a written application.

THE LIBRARY COLLECTION

Hezekiah Oluwasanmi Library now contains over 380,000 volumes. It consists of two main areas:

- (a) The Undergraduate Area and
 - (b) The Research Areas
1. *Serial Collection consists of:*
 - (i) Current journals, the most current issues of which re shelved in the display section of the Serial Room
 - (a) Latest backfile i.e. the latest 10 years of journal which are on open access to register senior staff and postgraduate students.
 - (b) Older backfiles i.e. journals older than ten years are on closed access to all categories of readers who must obtain and complete request forms at the serials hatch.
 2. *Africana Special Collection*

The African Special Collection is a collection of rare and other books of primary interest to people whose fields of interest are in African Studies. Staff publications and these submitted for higher degrees of the University as well as of other Universities are also housed there. The Collection is closed access.
 3. *Documents Collection*

The Documents Collection includes official publications of the Federal Government of Nigeria, the old regional governments, the present state governments and the Federal Capital Territory. It includes publications of other African governments and international organizations.
 4. *Reference Collection*

Dictionaries, encyclopedia, handbooks, directories, atlases, University Calendars, etc, are shelved in the Reference Room. Bibliographies, indexes and abstracts are available in Bibliography Room. Reference books do not ordinarily circulate.

A newspaper clippings file (post-October, 1985) and a vertical file of reprints and other pamphlet type materials is kept in the Reference Room.

5 *Reserve Collection*

(i) Day Reserve Collection

Multiple copies of textbooks, particularly some of those recommended for specific courses, are shelved in the Reserve Books Room on Floor 3 North Wing East.

(ii) Two-Hour Reserve

Some other materials, periodical articles in particular, are placed on 2-hour reserve. These may be obtained on request (signature and seat number required) and retained for a period of two hours at a time, subject to renewal, provided other readers have not demanded the materials.

6. *Recent Accessions*

A selection of books added to the Library stock is normally displayed for several days before being put in the main collection. The books may not be borrowed while on display but may be reserved at the Loans Desk.

CATALOGUES

A library catalogue is a finding list of books and other materials available in the Library. The following catalogues can be found in the Catalogue Hall.

- The Author/Title Catalogue
- The Subject Catalogue
- The Shelf List
- The Serials Catalogue
- The Documents Catalogue

HOW TO BORROW A BOOK

When you have found the book you want to borrow, you will be required to sign your name and address on the book card provided in duplicate. You must surrender a Borrower's Ticket for each book borrowed.

When you return a book, you must ensure that you receive your Borrower's Ticket back immediately.

RESERVATION

A book can be reserved by filling a reservation slip; in which case, it will not be renewed for the present borrower when returned, and, if it is already overdue, it will be recalled at once.

INTER-LIBRARY LOAN

If the book you require is not in stock, it is often possible to borrow it from another library. This service is dependent on goodwill and co-operation between libraries, and readers who benefit from it are required to observe the regulations applying to each loan.

PHOTOCOPYING SERVICES

Within the limitations imposed by copyright, the library is able to supply readers with photocopies of periodical articles and parts of books at moderate charges.

PENALTIES FOR OVERDUE OR LOST BOOKS

Penalties for overdue books will be imposed as follows:

- a) N5.00 per day for the first 30 days; thereafter, all loan privileges will stop.
- b) Books specially recalled by the University Librarian will attract a fine of N10.00 per day after the third day from the date of recall.
- c) Books lost or damaged will attract a fine of five times the current cost of the books.
- d) No student will be allowed to attend the Graduation Ceremony or receive his/her certificate without a certificate from the University Library to the effect that no book or fine is outstanding against him or her.

DIVISION OF STUDENTS AFFAIRS

1. *Guidance and Counselling Unit:*

The Division of Student Affairs has Professional Counsellors who are committed to helping students grow in self-understanding in the process of integrating their personal and academic experiences. The services are free to students and are confidential (i.e. not used as part of his/her other University records). The services include personal counseling, group counseling, study skills improvement, tests anxiety reduction, personal crisis intervention, psychological testing, career and occupational counseling and settlement of grievances between students. Where necessary, consultations are made with campus organizations, specialist and academic Departments, to ensure that students' problems are resolved satisfactory.

The Counsellors can be contacted in Rooms 9 and 10 Division of Student Affairs between 10.00 a.m. and 2.00 p.m., Monday to Friday.

2. *Scholarship and Financial Assistance:*

The Division of Students' Affairs serves as a link between students and sponsoring authorities both within and outside Nigeria. Students are advised to check the Notice Boards in their respective faculties as well as those at the Division of Student Affairs office for advertisements and other relevant information.

CODE OF CONDUCT FOR STUDENTS

- (A) Allocation of Accommodation in the Halls of Residence
 - i. A student shall not obtain accommodation by fraudulent means;
 - ii. A student shall not sell accommodation to another student;
 - iii. A student shall not keep non-students in rooms;
 - iv. A student shall not obtain double accommodation in one or more Halls of Residence.
 - v. An undergraduate student shall not take accommodation in the Postgraduate Hall.
 - vi. No Graduate Assistants and University Staff on Study Leave who takes Housing Allowance or is provided with accommodation shall take accommodation in the Postgraduate Hall.
 - vii. Part-time Postgraduate students shall not take accommodation in the Postgraduate Hall.
 - viii. A student shall not harbour any squatters in the Halls of Residence.

Sanctions

The following sanctions shall apply to any violation of the codes listed in IV (A) except where otherwise indicated.

- (1) Forfeiture of bed space and accommodation fees, ejection from the Hall and black-listing for the first offender(s)
 - (2) Suspension from the University for a Semester for a second offender(s).
 - (3) Students violating items IV(A)(iii) and (iv) shall be made to appear before the University Disciplinary Committee.
- (B) Inter-personal Relationship
- A student shall not be rude to University officials.
 - A student shall not keep guest(s) and visitors in rooms outside the official visiting hours.
 - A student shall not organize private parties in the Halls of Residence.
 - A student shall not engage in betting and gambling activities
 - A student shall not engage in thefts and attempted thefts.
 - A student shall not engage in hemp smoking and drug abuse.
 - A student shall not engage in cases of drunkenness and smoking in rooms.
 - A student shall not engage in sexual assault and abuse;
 - A student shall not engage in activities that constitute a threat to the life of other students;
 - A student shall not be a member of any proscribed organization.
 - A student shall not participate in any illegal or secret meetings organized by societies/fraternities.
 - A student shall not participate in noisy religious worship in the Halls of Residence and outside of designated areas for religious worship without permission;
 - A student shall not make a noise in the Halls of Residence
 - A student shall not engage in any act that constitutes an offence under the laws of the country.

Sanctions

- 1) Offender shall face the Students Disciplinary Committee depending on the seriousness of the misconduct.
 - 2) For IV(B)(ii) suspension for one semester from the Halls of Residence and forfeiture of bed space and accommodation fees.
 - 3) For IV(B)(iii) suspension for one semester from the Halls of Residence and forfeiture of bed space and accommodation fees.
 - 4) For IV(B)(iv)-(xi) and (xiv) the culprit shall be expelled from the Hall and made to appear before the University Disciplinary Committee.
 - 5) For IV(B)(xii) the first offender shall be warned while the second offender shall be suspended and made to forfeit accommodation fees and for a third offender, expulsion from the Halls of Residence.
 - 6) For IV(B)(xiii) the offender shall be warned. A persistence offender shall be expelled from the Halls of Residence.
- (C) University Property
- i. A student shall not use high voltage appliances, tamper with or alter electrical installations in the rooms.

- ii. A student shall not damage or destroy carelessly any Hall property.
- iii. A student shall not take away door keys during vacations/closures.
- iv. A student shall not move any University illegally University property to personal use.
- v. A student shall not move any University property from one Hall to another.
- vi. A student shall not illegally occupy the Vice-Chancellor's Lodge and the residence of other University staff.
- vii. Student demonstrations resulting in the vandalization and/or theft of University property and those of staff shall not be allowed.
- viii. Unauthorized seizure of University property shall not be allowed.

Sanctions

- 1) A breach of item IV(C)(i) above shall be punishable with expulsion from the Halls or Residence.
- 2) A breach of item IV(C)(ii) and (iii) shall be punishable with the payment or 'reparation fees' to be determined by the Division of Maintenance Services and such students shall be liable to such other punishment e.g. with expulsion from the Hall for a Semester or a Session as may be determined by the Hall authority.
- 3) A breach of items IV(C)(iv)-(iii) shall be punishable by expulsion from the University.

(D) Environmental Issues

- i. A student shall not walk on/across the lawns
- ii. Indecent use of the bathrooms and toilets shall not be allowed
- iii. A student shall not wash clothes on the verandah.
- iv. A student shall not disturb ornamental plants.
- v. A student shall not ride a motor cycle within the Halls of Residence.
- vi. A student shall not cook in the rooms and along the corridors.
- vii. Indiscriminate littering of the environment shall not be allowed.
- viii. A student shall not discharge human waste in an unauthorized place.
- ix. A student shall not walk across the top of cover – ways
- x. A student shall not pour water from top floors.
- xi. A student shall not create unauthorized entrances in the Halls or Residence.

Sanctions

An persistent commission of the offences listed in IV(D)(i)-(xi) above may lead to expulsion of the offender from the Halls of Residence.

(E) Miscellaneous

- i. A student shall not climb wall fence.
- ii. A student who has been advised to withdraw from the University for any reason shall neither attend lectures nor live in any Hall of Residence.
- iii. A student shall not molest, intimidate or harass any University staff.
- iv. A student shall not invite and accommodate any outsiders who are not cleared with the Vice-Chancellor or any other authorized University functionary.

Sanctions

- 1) For items IV(E)(i) and (ii), offenders shall be ejected from the Hall and handed over to the University Security Unit immediately for other necessary action.
- 2) For items IV(E)(iii) and (iv), offenders shall be expelled from the University.

(F) Matriculation Oath

A student shall adhere strictly to his/her matriculation

Sanctions

Any student who violates his/her matriculation oath shall be appropriately disciplined for his/her failure to keep to the oath of allegiance to the University by the appropriate arm of the University.

OTHER RELEVANT INFORMATION**1. THE NIGERIAN INSTITUTION OF ESTATE SURVEYORS AND VALUERS (NIESV)**

The Nigerian Institution of Estate Surveyors and Valuers is a non-profit voluntary professional organisation established in 1969 by a handful of qualified Chartered General Practice Surveyors who were trained mainly in the United Kingdom. The professional organisation was set up to cater for the interests of the landed profession in Nigeria. The Institution was accorded official government recognition six years later by the promulgation of the Estate Surveyors and Valuers Registration Decree No 24 of 1975. The Institution has a membership of 2544 as at January, 2002, spread all over the country.

The objects of the Institution as stated in its Constitution are as follows:

- (a) To establish a high and reputable standard of professional conduct and practice in the landed profession throughout the Federal Republic of Nigeria.
- (b) To secure and improve the technical knowledge which constitutes land economy including the Valuation or appraisal of Real Estate and Land Management and Town Planning and to facilitate the acquisition of such knowledge by working in close collaboration with Universities, other Institutions of higher learning and other Professional bodies.
- (c) To promote the general interests of the Profession and to maintain and extend its usefulness for the public good by advising members of the public, Government Departments, Statutory Bodies, Local Governments, Associations, Institutions and such like bodies on all matters coming within the scope of the profession and to initiate and consider any legislation relevant to the objects of the Institution.
- (d) To endeavor to acquaint the public with the role of the Estate Surveyor and Valuer in the economic development of the country.

The affairs of the institution are managed by a council elected annually by ballot. The council is assisted by the standing committees and the committees of Branches. The work falls into two main categories: The first comprising those matters of national and public interest with which Surveyors are equipped to deal with by their professional knowledge and the second comprises matters connected with the internal organisation of the Institution and the profession. The council examines parliamentary bills affecting the valuation, management and development of urban and rural property, town and country planning and land use and other matters connected with the land. The council also submits memoranda to government departments, government

commissions or other public enquiries on matters affecting landed property as far as they affect the profession. The internal organisation of the Institution deals with professional conduct and procedure, education and training of candidates for professional examinations and those aspiring to the membership of the Institution. The council meets quarterly at different locations throughout the country and may convene emergency meetings as circumstances warrant.

Members of the Institution have contributed their quota in the pursuit of national goals and general progress of the country both social and economic. Members of the Institution have been called upon to serve on various national and local assignments including the following: Location of new Federal Capital – Abuja, Rent Control, Lagos State New Land Policy, Rating Assessment and Management and Collection of Rates within Local Government Areas Sitting on Land Tribunals and National Housing Policy. The President of the Federal Republic of Nigeria is the Patron of the Institution while the Governors of the States are Vice-Patrons.

2. ESTATE SURVEYORS AND VALUERS REGISTRATION BOARD OF NIGERIA – (ESVARBON)

The Estate Surveyors and Valuers Registration Board of Nigeria – ESVARBON was established by Decree No. 24 of 1975 as the sole corporate body empowered to regulate the practice of the profession of Estate Surveying and Valuation in Nigeria. (See also Laws of Nigeria 1990, Volume 7, Chapter 111).

The Decree defines the Profession of Estate Surveying and Valuation as those engaging in the arts, science and practice of: -

- a) Determining the value of all description of property, and of the various interests therein.
- b) Managing and developing estates; and other business concerned with the management of landed property.
- c) Securing the optimal use of land and its associated resources to meet social and economic needs.
- d) Determining the structure and condition of buildings and their services and advising on their maintenance, alteration and improvement.
- e) Determining the economic use of the resources by means of financial appraisal for the building industry.
- f) Selling (whether by auction or otherwise), buying or letting as an agent, real or personal property or any interest therein.

In accordance with the provision of the Decree establishing it, the Board is charged with the general duty of:

- a) Determining who are Estate Surveyors and Valuers for the purposes of this Decree.
- b) Determining what standards of knowledge and skill are to be attained by persons seeking to become registered as Estate Surveyors and Valuers and reviewing such standards from time to time for the purposes of raising them.
- c) securing in accordance with the provisions of this Decree, the establishment and maintenance of a register of persons entitled to practice as Estate Surveyors and Valuers and the publication from time to time of the lists of such persons.
- d) Regulating and controlling the practice of Estate Surveying and Valuation in all its aspects and ramifications, and
- e) Performing the other functions conferred on the Board by the Decree.

The Board has a Chairman, a Registrar and twenty-one other members who is either appointed, elected or nominated in accordance with stipulated guidelines in the Decree to represent various interests. The Registrar shall prepare and maintain, in accordance with the rules made by the Board a register of Estate Surveyors and Valuers. A registered person uses the acronym RSV after his name.

3. STUDENTS WORKS EXPERIENCE SCHEME (SIWES) JOB SPECIFICATION

INTRODUCTION

The Student Industrial Work Experience Scheme (SIWES) is the accepted; skills training programme, which forms part of the approved Minimum Academic Standards in the various degree programmes for all the Nigerian Universities. It is an effort to bridge the gap existing between theory and practice of Engineering and Technology, Sciences, Agriculture, Medical, Management and other professional educational programmes in the Nigerian tertiary institutions. It is aimed at exposing students to machines and equipment, professional work methods and ways to safe-guarding the work areas and workers in industries and other organizations. The minimum duration for the SIWES should normally be 24 weeks except for Engineering and Technology programmes where the minimum duration is 40 weeks. The scheme is a tripartite programme, involving the students, the universities and the industry (employers of labour). It is funded by the Federal Government of Nigeria and jointly coordinated by the Industrial Training Fund (ITF) and the National Universities Commission (NUC).

OBJECTIVES OF SIWES

Specifically, the objectives of the Students Industrial Work Experience Scheme are to:

- (i) provide an avenue for students in the Nigerian universities to acquire industrial skills and experience in their course of study;
- (ii) prepare students for the work situation they are likely to meet after graduation;
- (iii) expose students to work-methods and techniques in handling equipment and machinery that may not be available in the universities;
- (iv) make the transition from the university to the world of work easier, and thus enhance students' contacts for later job placement;
- (v) provide students with an opportunity to apply their theoretical knowledge in real work situation, thereby bridging the gap between university work and actual practice; and
- (vi) enlist and strengthen employers' involvement in the entire educational process of preparing university graduates for employment in industry.

PHILOSOPHY OF JOB SPECIFICATION FOR SIWES

To facilitate the full realization of the objectives of SIWES, it is essential to ensure the proper training of the university students' in preparing them for the world of work. One important instrument for maintaining uniformity high and consistent standards is the provision of university-wide job specifications for each programme. Job specification, is, therefore the breakdown of, or packaging of, a discipline into various tasks and task-element, which would serve as, a major guide not only for the students on industrial attachment but also for the industrialists. Thus, job specification involves the itemization of the tasks the university students are expected to perform while on industrial attachment along the lines of the theoretical knowledge imparted in the classrooms.

THE ROLE OF THE FEDERAL GOVERNMENT

- (i) Make adequate funds available to the Federal Ministry of Industry to fund the scheme;
- (ii) Make it mandatory for all Ministries Companies and Government parastatals, to offer attachment places to students;
- (iii) Make it a policy to include a clause in every major contract lasting over six to nine months being awarded for contractors to take student on attachment.

THE ROLE OF THE INDUSTRIAL TRAINING FUND (ITF)

- (i) Provide logistic material needed to administer the scheme,
- (ii) Complete lists of employers and available training places for industrial attachment and forward such lists to the Co-ordinating Agencies (i.e. NUC, NBTE. NCCE0;
- (iii) Organise bi-ennial Conferences and Seminars on SIWES.

THE ROLE OF THE CO-ORDINATING AGENCY (NUC)

- (i) Establish SIWES Co-ordinating Units;
- (ii) Appoint full-time industrial Co-ordinators to operate the Scheme at Agency Level;
- (iii) Evolve a minimum national guide programme for supervised industrial training activities for approved SIWES courses;
- (iv) Vet and approve SIWES Master and Placement lists and forward to ITF;
- (v) In collaboration with ITF, compile lists of employers for institutions' placement lists;

THE ROLE OF INSTITUTIONS (UNIVERSITIES)

- (i) Establish SIWES Co-ordinating Units and appoint Department/Faculty SIWES Co-ordinators within the Institutions;
- (ii) Appoint full-time Industrial Co-ordinators to operate the Scheme at institutional level;
- (iii) Prepare and submit Master and Placement Lists to the respective co-ordinating agency and ITF;
- (iv) Place students on attachment with employers
- (v) Organise orientation programmes for students to prepare them for Industrial Training. ITF representative may be invited to give a talk to the students during the orientation programme;
- (vi) Work out industrial tailor-made programme with the employers-based supervisor on the National Industrial Training guidelines for each course.
- (vii) supervise students on attachment and sign their log-books. A minimum of three visits should be made to the students by the institution's supervisor during the period of attachment.
- (viii) Assess students' performance and award grades accordingly;
- (ix) Submit completed ITF Form 8 to the ITF at the end of the programme;
- (x) Maintain separate account books for SIWES;
- (xi) Submit comprehensive reports on the Scheme to the ITF after the programme.

THE ROLE OF STUDENTS

- (i) Be regular and punctual at respective place of attachment;
- (ii) Comply with the Employers' rules and regulations;
- (iii) Keep proper records of training activities and other assignments in the Log-book;
- (iv) Arrange their own living accommodation during the period of attachment;

- (v) Submit to ITF through their employer Form SPE 1.
- (vi) Submit to ITF through their institutions the Evaluation Report Form 8 duly completed by the students, employers and the Institutions.

THE ROLE OF EMPLOYERS

- (i) Accept students and assign them to relevant on-the-job training;
- (ii) Attach experienced staff to students for effective training and supervision. Supervisors should not handle more than ten students at a time;
- (iii) Control and discipline students like permanent staff;
- (iv) Pay students' monthly allowances as and when due'
- (v) Provide medical care for students within the limits of the employers' conditions of service during attachment;
- (vi) Follow joint tailor-made programmes during the period of industrial training. The use of this handbook is emphasized.
- (vii) Permit representatives of ITF and institutions'-based supervisors to visit the students of attachment;
- (viii) Grade students, as provided in the Assessment Form and the ITF Form 8 at the end of the programme and submit same to the institutions.

ASSESSMENT AND MONITORING ELIGIBILITY

The SIWES is for the students who passed all core and compulsory courses. Those with repeat in such courses cannot benefit from the practical experience it offers.

Timing and Duration

The SIWES programme will take place during the 2nd semester of the fourth year of the five-year programme. All qualified students should take part in the scheme. The scheme will last a minimum of 15 weeks and will carry 18 credit hours.

Scoring

Industrial-Supervisors' assessment	-	20%
Log Book	-	20%
Technical Report by student	-	40%
Oral	-	10%
Institutional Supervisor's Assessment	-	10%
		100%

4. ASSOCIATION OF PROFESSIONAL BODIES OF NIGERIA - APBN

The Association of Professional Bodies of Nigeria – APBN was formed in 1983 as an umbrella body of recognized professional Institutes, Institutions and Associations to promote a new era of cooperation among professionals in Nigeria. APBN is set up to speak with one voice on behalf of its member bodies while at the same time giving professional and proper technical advice to government on matters affecting the professional and proper technical advice to government on matters affecting the professionals and their practices. It is the apex organisation comprising professional bodies, whose main object is to provide Nigeria with an effective

forum for transmitting to government the aggregate views of the nation's professionals on matters of public interest on which they are competent to express informed and enlightened views.

APBN was given official Federal Government recognition as the third leg of the tripod of the Organised Private Sector (OPS) in January, 1992. Although its activities started far back in 1983. APBN is actively involved in promoting and enhancing the status of professional bodies in Nigeria by ensuring maximum utilization of the talent, skills and knowledge of the Nigerian professionals. APBN believes that human welfare problems are multidimensional in nature and for this reason it pursues a multi-disciplinary approach to problem solving. In this regard, APBN discourages traditional professional jealousies, prejudice, intolerance, arrogance, self-centeredness and egoism. APBN believes that, in the interest of the wider society, no profession needs to operate in isolation of the other professional bodies.

As the third leg of Nigeria's development tripod – the APBN briefs include: (i) actively encouraging the exchange of ideas on subjects of common interest among professionals and for this purpose it collects and publishes literature which may result in the promotion of such interest. (ii) Playing active role in the socio-economic planning process and development of Nigeria. (iii) Involve in developing and maintaining cooperation with other similar professional bodies in other countries of the world (iv) provides library and information services on its constituent professional bodies, and (v) involve in promoting good relations and understanding among member bodies and other general public.

APBN has a constitution which guides its operations while its membership is open to recognized professionals bodies in Nigeria that satisfy certain laid down conditions. The structures of the Association is as follows:

- (i) The General Assembly which is made up of delegates of Member Bodes, meets once a year;
- (ii) the Board, which is made up of Presidents of Member Bodies and the Executive Council, meets quarterly and
- (iii) the Executive Council, which is made up of officers of the Association, meets once in two months. The Nigerian Institution of Estate Surveyors and Valuers is a member of APBN.

Mr. W.O. Odudu PPNIVS, FRICS, RSV, The 12th President of The Nigerian Institution of Estate Surveyors and Valuers has served as 6th President of the Association of Professional Bodies of Nigeria.

5. CAREER/EMPLOYMENT OPPORTUNITIES

Members of the estate surveying and valuation profession are employed in various positions throughout the country in the public and private sectors of the economy as follows:

A. Public Sector

Government Ministries (Federal and State)

Government Corporations and Parastatals (Federal and State) e.g. State Housing or Property Development and Investment Corporations, Federal; Housing Authority, Nigerian Ports Authority, and Nigerian Railway Corporation. Others include: NNPC, NEPA, Nigerian Airports Authority and Federal Mortgage Bank of Nigeria.

Local Government Councils through the Local Government Services Commissions across the country.

B. Private Sector

- (i) Banking Institutions e.g. UBA Plc., First Bank of Nigeria Plc., NIDB etc as Premises, Property or Resources Managers
- (ii) Primary Mortgage Institutions – PMIs-as Mortgage or Estate Officers
- (iii) Oil Companies – e.g.- Shell, National and Unipetrol as Property or Facility Managers.
- (iv) Insurance Companies – as Property and Investment Managers
- (v) Practicing Firms of Estate Surveyors and Valuers that are spread across the country
- (vi) Manufacturing Companies- as Premises or Property Managers
- (vii) Property Investment and Development Companies e.g. UACN, Stallion Properties and WEMABOD Estate Ltd.

It would be of interest to mention here that many organizations are now opting for in-house Estate Surveyors and Valuers to render the various real estate professional services. In effect, many of them especially banks, insurance, manufacturing and oil companies are setting up Estate Departments to look after their property portfolio. This is a very encouraging trend which would surely create more employment opportunities for members of the profession. The restructured course at Ife has been geared towards giving the student a deeper and broader academic and professional outlook. It is aimed at expanding the scope of his professional services without losing the main spectrum of his professional services.

POSTGRADUATE PROGRAMME IN THE DEPARTMENT

Postgraduate courses offered in the Department are:

- M.Sc. (Estate Management) Research thesis
- PhD (Estate Management)
- Master of real Estate (Executive) Part Time Taught Course