



UNIVERSITY OF ILORIN, ILORIN, NIGERIA
ACADEMIC SUPPORT SERVICES
(EXAMINATIONS & RECORDS)

INTERNAL MEMORANDUM

FROM: Deputy Registrar (Exams & Records)

TO: University Community

REF NO: UI/REG/ASS/24

DATE: 22nd February, 2024

COMMENCEMENT OF 2022/2023 HARMATTAN SEMESTER EXAMINATIONS

This is to inform the University Community that the **2022/2023** Harmattan Semester Examinations will commence on **Monday, 4th** and end on **Thursday, 28th March, 2024**. It therefore becomes necessary to emphasize that the rules and regulations guiding the conduct of examinations should strictly be adhered to, in order to ensure a hitch-free examinations.

Further to the above, the cooperation of all those who will be involved in the conduct of the examinations is hereby solicited and all necessary machinery needed for a hitch free examinations should be put in place.

Students are strongly advised not to be involved in any form of examination malpractices, as anyone caught would face appropriate disciplinary action.

Also, note that **digital wrist watches, mobile sets, i-pods, etc; are prohibited** and any electronic device discovered in the examination halls would be impounded.

Students are also required to present to invigilators, the following:

- I. duly signed original coloured registration forms (**not copies**) and no registration form with any alteration without proper endorsement by the Level Adviser and Faculty Officer would be accepted;
- II. University identification cards; and

It is advisable that students who have misplaced their I.D. cards should make request for a replacement urgently. Students are equally advised to get acquainted with the rules and regulations guiding the conduct of the examinations as contained in the University Academic Programmes (Undergraduate and Sub-Degree on Unilorin website) with particular attention to the section which talks about absence from examination as stated overleaf:

- (a) Students shall present themselves at such University Examinations for which they have registered under these Regulations. Students who fail to do so, for reasons other than proven ill-health, accident or any proven emergencies shall be deemed to have failed that examination. Misreading/ignorance of the Time-Table and such other excuses shall not be accepted as a satisfactory explanation for absence.
- (b) A student who falls ill during an examination period should report in writing to the Dean of his Faculty through his Head of Department.
- (c) A student who is absent from an examination on account of ill-health confirmed by medical report from the Director of University Health Services may be given a make-up examination in the course(s) missed, based on guidelines approved by Senate. Otherwise, he shall take the regular examination on the following occasion as his make-up.
- (d) Approval for make-up examination shall be by the Faculty Board, provided: (a) the ill-health has been reported to the Dean through the Head of Department; and (b) the student has obtained a written report from the Director of Health Services or his designate which either is dated prior to the end of the examination, or provides evidence that the student was hospitalized during the examination.
- (e) Application for make-up examinations shall normally be made immediately at the end of the semester examinations.
- (f) Make-up examination shall normally be concluded within the first five (5) weeks of the semester following the application for the make-up.

Thank you.


Beatrice O. Ishola

cc: Vice-Chancellor
Deputy Vice-Chancellors
Registrar
Bursar
University Librarian
Provost/Deans/Dean, Student Affairs
Director, COMSIT - Please upload on the University Website
Director, Corporate Affairs - Kindly include in the University Bulletin and Radio advert
Other Directors
Heads of Departments
Sub-Deans
Secretary, College of Health Sciences
Faculty Officers