

SCHOOL OF ENTREPRENEURSHIP AND BUSINESS INNOVATION

ORIENTATION – STUDENT
MATTERS



TOPICS

- SUPPLEMENTAL EXAMS
- RE-SIT EXAMS
- FAILED COURSES
- STUDENT REVIEWS

SUPPLEMENTAL EXAMS

❑ **DEFINITION** → SITTING OF 'FINAL' EXAM MISSED

❑ **PROCESS**

▪ FORM → LECTURER → FEES (\$5000) → REGISTRY

❑ **NB: BURDEN OF PROOF**

❑ **TIMING** – 5 DAYS

RE-SIT EXAMINATIONS

ELIGIBILITY

- FINAL YEAR OF PROGRAM
- FAIL < 2 COURSES

PROCESS

- FORM → LECTURER → FEES (\$6000) → REGISTRY

NB: UPGRADE

FAILED COURSES

- ❑ MUST BE RE-TAKEN AT NEXT OFFERING
 - NB: RECESS PERIOD OPTIONAL

- ❑ **NB:** # OF FAILURES IN SEMESTER
 - 2 → REDUCED LOAD, REPEAT COURSES
 - 3 OR MORE → ONLY FAILED COURSES*

- ❑ COMPULSORY VS. MINOR COURSES

- ❑ PERFORMANCE

STUDENT REVIEWS

❑ **NB:** MUST FILE WITHIN TWO (2) WEEKS OF RELEASE OF GRADES

❑ **PROCESS**

▪ REASON + FORM(REGISTRY) → FEE (\$5000) → ACKNOWLEDGEMENT (REGISTRY)

ALSO OF IMPORTANCE...

STUDENT EMAILS

ONLINE ETIQUETTE

REGISTRATION