



MASTERS, PGD, BSc. AND HTDDS PROGRAMMES
OCTOBER 2015 SESSION
ORIENTATION PROGRAMME (12th to 16th OCTOBER 2015)

Time	Activity	Responsibility
DAY ONE		
9.00am	Arrival and registration of participants	EV
9.30am	Introduction of participants	AP
10.00am	Word of welcome from the Regional Director	UE
10.30am	Presentation of PAID and PAID-WA	AC
10.45am	Expectations and fears	AP
11.00am	Presentation of PAID-WA's activities, programmes and methodology	JA
11.20am	Presentation of the various programmes	HODs
11.30am	Presentation of log book and student/teacher evaluation format	MC
11.50am	Presentation of pedagogic calendar and lecturers	KN
12:00pm	Payment of fees	TR
12.10pm	Conditions for award of transcripts, certificates/diplomas	KN
12:20pm	Registration procedure	KN
12.30pm	Code of conduct	KN
12.35pm	Use of the library	CL/JG
12:45pm	Use of the IT center	JN
13:00pm	Questions/Answers session	AS
13.30pm	Tour of campus and group photographs	NK/P

EV: Elizabeth Vefonge
AP: All Participants
UE: Uwem Essia (PhD)
AC: Ayuk Caroline
JA: Juliana Anchang
NK: Njie Kelvin
MC: Monjowa Christiana
AS/P: All staff and Participants
CL/JG: Che Lovelyne/Julius Gisi
HODs: Mr Otu and Mr. Otteh
TR: Tiangum Rosetang
JN: Joseph Ngwa

Time	Activity	Responsibility
DAY TWO TO FIVE		
9.00am	Arrival and registration of participants	EV
9.30am	Modalities for registration	NK
10.00am	Meeting with programme coordinators	All Coordinators
12:00noon	Registration of courses	ASAO

EV: Elizabeth Vefonge
NK: Njie Kelvin