

OPEN DISTANCE LEARNING BILL, 2016

ARRANGEMENT OF CLAUSES

*Clause:*

1. Declaration
2. Application
3. Institutionalizing of open distance learning
4. Guiding principles
5. Admission and other Academic
6. Programmes
7. Mode of delivery
8. Support to Open Distance Learning programs
9. Support to students
10. Role of the National Open University of Nigerian
11. Zonal Open Distance Learning Centres
12. Roles of the National Universities Commission and the National Board for Technical Education
14. Roles of Broadcast media and Telecommunication Networks
15. Independent Evaluation in aid of better policy making
16. Interim and final report
17. Tax exemption
18. Implementing Rule and Regulations
19. Sec.20. Appropriations
20. Validity
21. Effect
22. Commencement
23. Interpretations
24. Citation

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy auditing of the accounts.

In addition, it is noted that regular reconciliation of the books is essential. This process involves comparing the internal records with the bank statements to identify any discrepancies. Promptly addressing these differences helps prevent errors from compounding over time.

Furthermore, the document highlights the need for clear communication between all parties involved. Whether it's with suppliers, customers, or financial institutions, providing timely and accurate information is crucial for maintaining healthy relationships and ensuring the smooth operation of the business.

Finally, it is stressed that staying organized is key to successful financial management. Keeping all documents in a systematic and accessible manner saves time and reduces the risk of losing important information.



1 focus on the needs of the learner and the goal of facilitating independent  
2 learning;

3 (b) quality and relevant programs- Open Distance Learning programs  
4 shall be equivalent in challenge and depth to conventional classroom or  
5 traditional programs in non-conventional delivery;

6 (c) transparency to guide informed choice- Open Distance Learning  
7 implementers shall make information about their programs particularly on the  
8 curriculum and delivery system, instructional materials development, delivery  
9 mode or strategies, student support service, and other relevant information  
10 available to accrediting bodies, academic peers, regulator and students;  
11 updated information shall be made accessible through such media as the  
12 internet;

13 (d) peer review by expert in Open Distance Learning to determine the  
14 acceptability of the course or subject shall be institutionalized following the  
15 criteria set by the National Universities Commission or the National Board for  
16 Technical Education;

17 (e) public responsibility and accountability- implementers shall heed  
18 the public Bill of Open Distance Learning programs and shall always exercise  
19 due diligence in avoiding harm to program stakeholders, especially students,  
20 consumer protection in particular shall be a priority because of the high value  
21 that Nigerians put on education, and

22 (f) quality and continuous Improvement of post-secondary school  
23 shall embed in its program framework the proactive needs assessment of  
24 students and stakeholders (especially industry) in terms of the Open Distance  
25 Learning programs planning, implementation and evaluation, the interaction  
26 of student's needs interests and perceptions, faculty interest and skills,  
27 technology available and Nigerian culture should be carefully examined,  
28 explored and monitored to continuously improve all aspects of development  
29 and delivery.

1                   5. Admission and other academic policies and requirements in all      Admission and  
2                   HELs and post-secondary school offering Open Distance Learning      other Academic  
3                   programs shall conform to the minimum policies standards and      policies and  
4                   requirements set by the National Universities Commission or the National      requirement  
5                   Board for Technical Education.

6                   6.-(1) Curriculum and course development offering and      Programme  
7                   requirements using Open Distance Learning mode shall ensure that the  
8                   learning outcomes are clearly articulated in terms of competence, skills and  
9                   behavioral attributes for Open Distance Learning set by the National  
10                  Universities Commission or the National Board for Technical Education.

11                  (2) There shall be a defined set of courses or subjects or special  
12                  projects and activities, the completion of which shall be required for  
13                  graduation from the higher education degree programs or technical-  
14                  vocational programs, and which shall be equivalent to those under the  
15                  conventional mode of instruction. The following shall also be considered:

16                  (a) the place, pace and mode of study of the student shall be at the  
17                  option and convenience of the student within the time frame as may be  
18                  prescribed by the learning institution provided, that the contents, context  
19                  and conduct, of examination shall be determined by the HELs or post-  
20                  secondary schools offering the Open Distance Learning programs;

21                  (b) the concerned HELs or post-secondary schools shall formulate  
22                  and implement a mechanism to monitor the academic progress of the  
23                  students;

24                  (c) the curriculum offering using Open Distance Learning shall  
25                  conform to respective policies, standards and guidelines for Open Distance  
26                  Learning of the National Universities Commission and/or the National  
27                  Board for Technical Education, as applicable;

28                  (d) practical or on-the-job training shall be observed for courses  
29                  that require the same;

30                  (e) completion of all the requirements for the academic program

1 shall be evidenced by the award of the appropriate academic degree or  
2 certificate; and

3 (f) for the practice of the profession for which one has acquired the  
4 necessary academic credential through Open Distance Learning, the existing  
5 requirements of the professional Education Commission or other relevant  
6 government agencies of passing a licensure examination for programs offered  
7 in the conventional classroom or traditional mode, or technical-vocational  
8 programs shall also apply to graduates of Open Distance Learning programs  
9 without discrimination.

Mode of delivery

10 7. The Open Distance Learning programs may be delivered using  
11 information and communications technology and other approaches, such as the  
12 following:

13 (a) print textbooks, study guides, workbooks, course syllabi,  
14 correspondence feedback and other print formats;

15 (b) audio-visual radio, audio cassettes, slides film, videotapes,  
16 television, telephone, fax, audio-conferencing and video-conferencing;

17 (c) information technology and virtual Classrooms-internet, CD-  
18 ROM, electronic mail, e-bulletin boards, podcasts, M-learning, or online  
19 learning management system, and

20 (d) face -to-face session conducted in learning and study centres.

Support to open  
distance learning  
programs

21 8. The National Universities Commission and the National Board for  
22 Technical Education shall provide support to HELs and post-secondary  
23 schools in developing and providing higher quality programs and offering in  
24 Open Distance Learning education, this support shall include the following:

25 (a) training of qualified teachers, providers, and other professionals;

26 (b) relevant curriculum, courseware, and program development;

27 (c) development of appropriate learning materials

28 (d) cyber infrastructure planning, resource sourcing, and  
29 implementation

30 (e) school operations and management planning and development,

1 including support services, learning management systems, instructional  
2 design and research on emerging technologies, and

3 (f) formal linkage and networking with Institutions which may  
4 serve as learning or testing centres.

5 9. Any student enrolled in Open Distance Learning programs  
6 under this Bill shall have access to all privileges, opportunities and  
7 entitlements that a student similarly situated under the conventional system  
8 of instruction may have access to, including the granting of scholarships,  
9 grants-in-aids, and loans from the government or government-administered  
10 funding source. Specifically, Higher Education Institutions and post-  
11 secondary schools engaged in Open Distance Learning programs shall be  
12 tasked to perform the following student support services:

Support to  
students

13 (a) provide for clear admission policies and procedures for  
14 applicants;

15 (b) maintain faculty-student dialogue and interactivity through  
16 virtual classroom linked electronically or through established learning  
17 centres, or both, whichever may be feasible, to ensure greater knowledge  
18 sharing access to counselling and other support service;

19 (c) provide for an efficient and reliable communication system,  
20 feedback mechanism, especially on learners' academic progress; and  
21 multimedia support;

22 (d) show evidence of regular monitoring of learners' progress; and

23 (e) provide a wide range of relevant, updated and accessible  
24 learning that is easily accessible to students.

25 10. The National Open University of Nigeria, shall assist and  
26 provide expertise to the National Universities Commission and the National  
27 Board for Technical Education in the performance of its function under this  
28 Bill as such, it shall:

Role of the  
National Open  
University of  
Nigerian

29 (a) provide leadership in the development of Open Distance  
30 Learning in the country and in the appropriate use of information and

- 1 communications technologies in support of quality tertiary education;
- 2 (b) promote best practices in Open Distance Learning in Nigeria;
- 3 (c) share knowledge through informed and innovative research and  
4 development of basic activities related to Open Distance Learning through its  
5 exemplar policies, programs materials, learning management systems,  
6 guidelines and offerings;
- 7 (d) provide technical assistance to the National Universities  
8 Commission and the National Board for Technical Education in matters  
9 relating to Open Distance Learning, particularly in the development of basic  
10 curriculum design and formulation of national policies, standards and  
11 guidelines for Open Distance Learning programs and institutions in the  
12 country;
- 13 (e) avail its model curricular programs which shall serve as prototype  
14 programs upon which similar programs to be offered by other Higher  
15 Education Institutions and post-secondary schools in the country shall be  
16 patterned after;
- 17 (f) develop and promote appropriate information and  
18 communications technology to facilitate quality Open Distance Learning  
19 programs in the country;
- 20 (g) design quality learning materials and objects, both in print and  
21 multimedia formats for higher education and post-secondary instruction in the  
22 country;
- 23 (h) make instructional materials for Open Distance Learning  
24 programs accessible to the public through collaborative arrangements and  
25 other appropriate mechanism;
- 26 (i) assist other interested educational institutions in developing their  
27 Open Distance Learning programs, courses, and materials for specific learner  
28 groups or the public at large;
- 29 (j) design and implement a continuing programs to develop high level  
30 expertise in the fields of Open Distance Learning in Nigeria through quality



1 higher education degree programs and technical-vocational programs  
2 through either or both Open Distance Learning and face-to-face modes of  
3 instruction and training; and

4 (k) help capacitate Open Distance Learning teachers and  
5 practitioners through capacity building and professionalization programs.

6 11. Zonal Open Distance Learning Centers shall be established,  
7 one each in geopolitical zone and eventually one in the Federal Capital  
8 Territory, Abuja, to assist the National Universities Commission and the  
9 National Board for Technical Education in performing its tasks. The zonal  
10 Open Distance Learning centers shall take charge of the training of teachers  
11 for Open Distance Learning programs.

Zonal open  
distance learning  
centers

12 12. The National Universities Commission and the National Board  
13 for Technical Education shall respectively be regulators of Higher  
14 Education Institutions and post-secondary schools involved in Open  
15 Distance Learning programs, they shall:

Roles of the  
National  
Universities  
Commission and  
the National  
Board for  
Technical  
Education

16 (a) formulate, promulgate, disseminate and implement the  
17 necessary policies, standard guidelines, rules and regulations for the  
18 effective implementation of Open Distance Learning in the country;

19 (b) develop strategies to improve the quality of Open Distance  
20 Learning programs and implement a system of quality control for Open  
21 Distance Learning in the country;

22 (c) monitor and evaluate existing Open Distance Learning  
23 programs and effect the continuation or closure of programs in accordance  
24 with the provisions of its enabling Bill National Universities Commission  
25 Bill and National Board for Technical Education Bill as applicable for  
26 programs offered in the conventional classroom or traditional mode, or  
27 technical-vocational programs;

28 (d) review and approve or disapprove programs from Higher  
29 Education Institutions and post-secondary schools for the implementation  
30 of new Open Distance Learning programs;

1 (e) recommend to the Honorable Minister of education the Budget for  
2 Open Distance Learning programs of qualified Federal Higher Education  
3 Institutions and post-secondary schools based on the monitoring and  
4 evaluation result of the National Universities Commission and National Board  
5 for Technical Education, respectively.

6 (f) advise States' and private Higher Education Institutions and post-  
7 secondary schools on the Budget for Open Distance Learning programs based  
8 on the monitoring and evaluation result of National Universities Commission  
9 and the National Board For Technical Education, respectively.

Roles of  
Broadcast  
media and  
Telecommunication  
Networks

10 13. Broadcast media and telecommunication Networks are  
11 encouraged to provide as much assistance and cooperation to Higher  
12 Education Institutions and post-secondary schools offering Open Distance  
13 Learning programs, such assistance may include, but not necessary be limited  
14 to, the transmission of learning materials for formal and non- formal courses to  
15 learners not only within Nigeria, but also outside the country.

Independent  
evaluation in  
aid of better  
policy making

16 14. The National Universities Commission and the National Board  
17 for Technical Education shall enter into agreement with reputable research  
18 institutions to conduct an independent evaluation of the state, regulatory  
19 governance, quality, concerns, challenges and prospect of Open Distance  
20 Learning programs in the Nigeria. It shall survey a diverse group of Higher  
21 Education Institutions and post-secondary schools with respect to size, mission  
22 and geographic distribution.

Interim and  
final report

23 15. The agreement under section 14 of this Bill shall require that the  
24 reputable research institutions submit to the Executive Secretary of National  
25 Universities Commission, the Director General of National Board for  
26 Technical Education, the Senate Committee on Education and the House  
27 Committee on Education the following:

28 (a) an interim report regarding the evaluation, as provided herein, not  
29 later than six(6) months after the date of enactment of this Bill; and

30 (b) a final report regarding such evaluation not later than one (1) year

1 after the date of the enactment of this Bill.

2 16. Any donation bequest and grant in cash materials and services Tax Exemption  
3 by individuals and organizations including private entities, which shall  
4 provide appropriate materials, time and delivery support service for the  
5 promotion of Open Distance Learning in partnership with Higher Education  
6 Institutions delivering academic degree programs and post-secondary  
7 school delivering technical-vocational programs through Open Distance  
8 Learning, shall be exempt from donor's tax and the same shall be considered  
9 as allowable deductions from the gross income in the computation of the  
10 income tax of the donor in accordance with the provisions of the Federal  
11 Internal Revenue Service Bill, as amended.

12 17. The National Universities Commission, through a Committee Implementing  
13 herein called Technical Panel for Distance Education, the National Board Rule and  
14 for Technical Education and the National Open University of Nigeria, in Regulations  
15 consultation with relevant stakeholders in higher degree and post-secondary  
16 education, are hereby mandated to formulate the rules and regulations to  
17 implement this Bill within a period of one hundred and eighty days (180)  
18 days from the date this Bill comes into force.

19 18. The amount needed for the initial implementation of this Bill Sec. 20-  
20 shall be sourced as a Special Grant from the Tertiary Education Trust Fund Appropriations  
21 (TETFUND). Thereafter, such sums as may be necessary for the continued  
22 implementation of this Bill shall be included in the Annual General  
23 Appropriations Bill for the respective institutions. In the case of Federal  
24 Government Institutions, the Federal Ministry of Education is to ensure  
25 compliance based on the force of Section 14 (e).

26 19. If any provision of this Bill or any part thereof be declared Validity  
27 unconstitutional or invalid, the same shall not affect the validity of other  
28 provisions of this Bill.

29 20. This Bill gives effect to all laws, orders, rules and regulations Effect  
30 that will facilitate the realization of the objectives of this Bill.

Commencement	1	21. This Bill shall take effect fifteen days after its publication in the
	2	official Gazette or in a national daily newspaper.
Interpretation	3	22. In this Bill:
	4	“Distance education” refers to a mode of learning in which students and
	5	teachers are physically separated from each other. It is students-centered,
	6	guided independent study, making use of well studied teaching and learning
	7	pedagogies to deliver well-designed learning materials in various media. It is
	8	also sometimes described as flexible learning and distributed learning;
	9	“Higher Education” refers to the Higher learning level after secondary school
	10	offering graduate or post-graduate programs;
	11	“Higher Education degree programs” refers to specific courses of study in the
	12	Higher level of the education system leading to bachelors; masters or doctoral
	13	degrees;
	14	“Higher Education institution” refers to an institution of higher learning which
	15	primarily offers degree-granting programs duly recognized by the National
	16	Universities Commission and Higher National Diploma duly accredited by the
	17	National Board for Technical Education leading to the conferment of a degree
	18	and Higher National Diploma respectively;
	19	“Open Distance Learning” refers to the merger of two concepts, that of open
	20	learning and distance education. It is a system which combines the
	21	methodology of distance education with the concepts of open learning and
	22	flexible learning;
	23	“Open learning” refers to a philosophy of leaning that is based on flexibility of
	24	access for equity in education, an education system accessible to every
	25	individual with minimal restriction and emphasizing the flexibility of the
	26	system to eradicate problem caused by barriers like low carrying capacity of
	27	regular universities and polytechnics, age, geographical location, time
	28	constraints and economic situation;
	29	“Open Universities, College, and Institution” refers to a degree granting
	30	Universities/College/Institution recognized by the National Universities

1 Commission which has at least provisional accreditation in the programs  
2 offered in the conventional classroom or traditional mode and which  
3 employs operational procedures and strategies of an open learning  
4 institution;

5 “Post-secondary school” refers to an Institution that offers no degree  
6 technical-vocational programs accredited by West African Examination  
7 Council (WAEC) , National Examination Council (NECO), the National  
8 Board for Technical Education (NABTEC) and other approved equivalent  
9 qualifications acceptable by the respective Institutions for admission;

10 “Technical-vocational programs” refers to post-secondary certificate  
11 course, officially recognized as no degree programs aimed at preparing  
12 technicians, paraprofessionals and other categories of middle-level workers  
13 by providing them with a broad range of general education, theoretical,  
14 scientific technological studies, and related job skills training, and

15 “Tertiary Education” refers to higher education degree programs, as well as  
16 post-secondary technical-vocational programs leading to award of National  
17 Diplomas.

18 23. This Bill is cited as the Open Distance Learning Bill, 2016.

Citation

#### EXPLANATORY MEMORANDUM

This Bill seeks to translate and expand the educational policy of the Federal Republic of Nigeria on access to educational services by institutionalizing open distance learning in collaboration with National Universities Commission, and National Board for Technical Education at all levels of tertiary education.

