



STUDENT HANDBOOK

UNDERSTANDING ALL STUDENT ISSUES
AT GRADUATE SCHOOL OF MANAGEMENT

Contents

WELCOME MESSAGE

Welcome to Graduate School of Management (GSM)

GRADUATE SCHOOL OF MANAGEMENT (GSM) - AN OVERVIEW

GSM - The Mission

GSM - The Vision

Core Values of GSM

Motto of GSM

THE ORGANIZATIONAL STRUCTURE OF GSM

GSM BOARD

ACADEMIC DEPARTMENTS

UNITS

ADMINISTRATIVE STRUCTURE

The Registrar

GSM Finance Officer

Administrative / Clerical Staff

GENERAL INFORMATION

Student Identification Card

Student's Official Name

Marriage

Campus Restaurant

Posting of Announcements

Dressing

Sexual Harassment

ACADEMIC PROGRAMMES

English Programmes
Business Programmes

ASSESSMENT POLICY

Credit Weightings for Courses
Minimum and Maximum Workload
Examination Resit
Probation
Computation of Results for Probation and Repeat Candidates

GRADING SYSTEM

Student Assessment
Grading Scale (For BBA and Undergraduate Programmes)
Grading Scale (For MBA)
Other Grades
Incomplete (I)
Display of Results
Degree Classification
Requirements for Graduation

EXAMINATION REGULATIONS**PENALTIES FOR EXAMINATION OFFENCES**

STUDENT SUPPORT SERVICES
Counseling
Advice
Career Services
Enrolment Services
Registration
Tutorial Services (Face-to-Face)

PROCEDURE FOR DEFERMENT

Deferment

FEEDBACK TO STUDENTS

Examinations
Detailed Results/Transcripts

STUDENT LEADERSHIP: SRC**CODE OF CONDUCT FOR GSM STUDENTS****PRESS CONFERENCES / PRESS RELEASE****DRAP**



Welcome Message

Welcome to Graduate School of Management (GSM).

On behalf of the Directors and staff, we welcome you to GSM and wish you a successful academic career.

At GSM, the academic growth and the success of our students is our primary concern and ultimate objective.

This handbook was developed to describe some of the expectations of our students and to outline the policies, programs, and benefits available for our students. Students should become familiar with the contents of the students' handbook as soon as possible, for it will answer

many questions about their student life on GSM campus.

We believe that communication is easier when all students are aware of the culture and values of the organization. This guide will help you to understand better our vision for the future of our business and the challenges that are ahead.

We hope that your study here will be enjoyable, and highly successful.

Again, welcome!

Bright AYIVOR-BEDZRAH
President-Founder



Graduate School Of Management (GSM) – An Overview

GSM was established in 2002 and has significantly expanded since. We now have a college. Although we have grown considerably, we have not lost touch with our original aims of bringing high quality and affordable qualifications to students around the world.

We offer programmes that will give our students a keen understanding of modern management and business in today's market. Our courses can also lead on to

university degrees and MBAs. We have agreements in place with universities around the world, from the United Kingdom to Spain and the United States.

With our recognition from the Ministry of Education, Abidjan Côte d'Ivoire, The Institute of Commercial Management (ICM) and partnerships signed with the University of Wolverhampton, UK, The Ecole Internationale de Management Paris (EIMP), and Groupe Sup Co

la Rochelle based in France, our courses have even more appeal to students.

Ministry of Higher Education continually monitors the performance of Awarding Bodies such as ICM, and UW to ensure they continually meet high standards of service and GSM is confident that the criteria, as laid down by our accredited bodies, will be met at all times.

We aim to provide the best service possible to our students; our website is updated continuously to keep you informed of any changes that may be happening and provides information on all aspects of Graduate School of Management and its external bodies and possible routes of progression after you finish your studies.

You can find our customer service statement in the About GSM section of the GSM website.

We hope that you will have every success in your studies with us.

I am pleased to have you as one of the GSM family members. The world is changing rapidly so are it is activities. You need to change with the world.

Focus on your studies. Broaden your horizon with more research work and take advantage of this unique opportunity to go International by obtaining qualifications from our renowned International Partners. Good Luck to all!

Mr. Emmanuel LEBA,
Vice President & Co-Founder

Graduate School of Management Compass



GSM - The Mission

GSM as a private university exists to provide high-quality education to tomorrow's leaders. This is offered in a congenial and serene environment.



GSM - The Vision

The vision of Graduate School of Management is 'Delivering internationally recognized and globally accepted education locally.' In this quest, the school is always working tirelessly to operate on standard and professional practices in its day to day affairs to realize this vision.

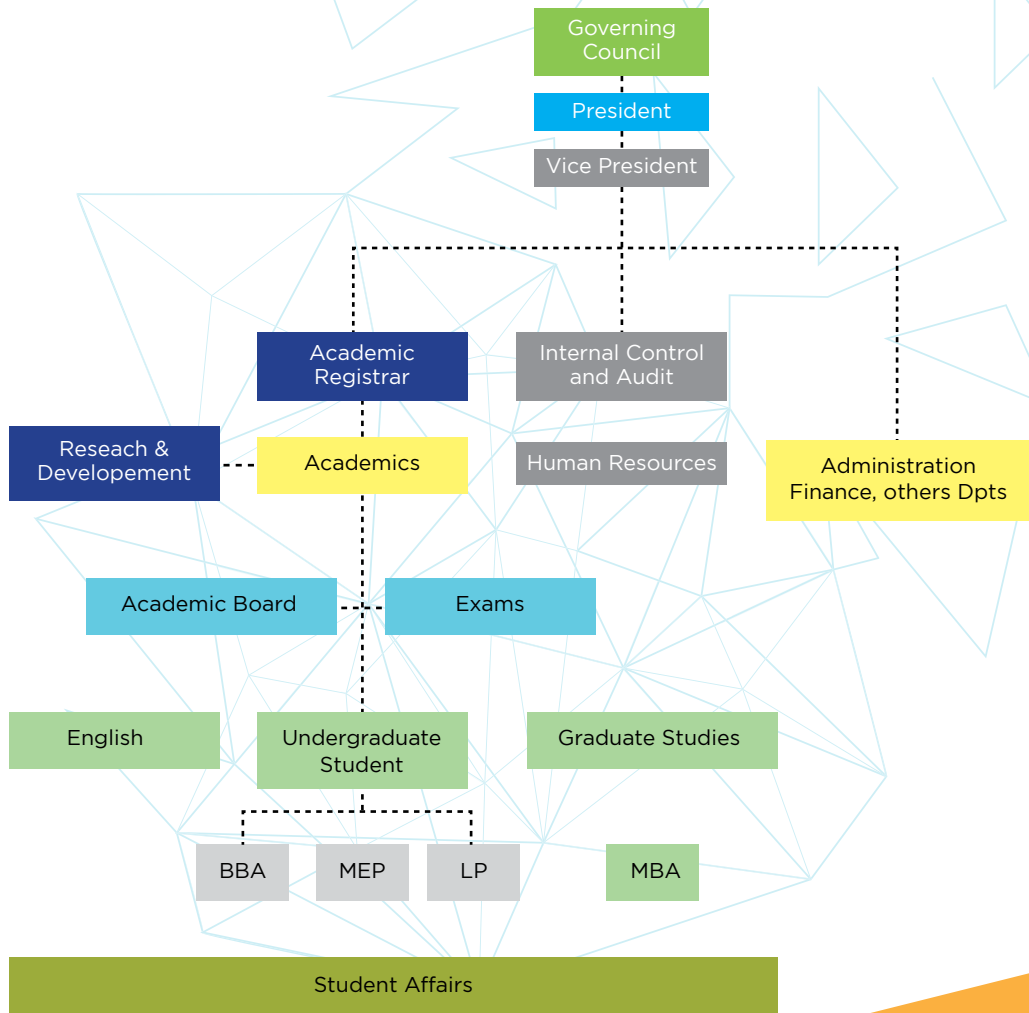


Core Values of GSM

Graduate School of Management is committed to some values that foster the raising of world-class leader for tomorrow however its core values are: excellence and integrity

Motto of GSM: Be Bilingual, Go International!

The Organizational Structure of GSM



GSM BOARD

- Dr AYIVOR-BEDZRAH Bright
President
- Mr LEBA Degny Emmanuel
Vice President
- Mr AFARI Robert Kolby
Academic Registrar
- Mr Bismark Tandoh

ACADEMIC DEPARTMENTS

GSM currently has the following Academic Departments:

- Department of Business Studies
- Department of English Studies
- Department of Licence Professionnelle

UNITS

GSM has highly committed and dedicated units which work harmoniously with both the Academic and Administrative divisions of the school to offer quality services. These are:

- Marketing and Communication
- Admissions
- Students Record and Management
- Academic Affairs
- Examinations
- Research, Projects, and Innovation
- Logistics and Operations
- Finance
- Information Technology

These units operate under heads and coordinators who are responsible to the President of the university.

Administrative Structure

THE REGISTRAR

The registrar of GSM is the head of Administration in the university

- The registrar supervises and directs all administrative activities in the university
- He / She coordinates activities of other administrative and academic units of the university. e.g. Examinations, Students Records, Students Affairs, etc.
- All administrative correspondence is copied to the registrar
- o Students' application for detailed results, transcripts, attestation, and introductory letters are addressed to the registrar.
- The registrar takes custody of all legal documents and records of GSM
- The registrar performs any other function that may be assigned to him by the President of GSM

GSM FINANCE OFFICER

The office of the Financial Officer manages all Financial transactions of the University

- He/ She is the head of the financial unit of the University
- He/she ensures the judicious use of the financial resources of GSM
- The finance officer ensures the effective execution of GSM's fee policy for students

ADMINISTRATIVE / CLERICAL STAFF

GSM has some administrative and clerical staff posted to the various units and departments of the university for the effective execution of its mandate.

In each of these units, the administrative/clerical staff are assigned specific roles in support of students learning services.

General Information

STUDENT IDENTIFICATION CARD

The university's registrar issues a student identification card to all students upon initial registration. The ID card is the university's official identification of a student. Students are required to present their ID cards when requested by a university official. Student ID cards are to be returned to the Office of the Registrar by each student upon termination of his / her academic career at the university. A fee is charged for its replacement.

STUDENT'S OFFICIAL NAME

The official name of a student is the name the student submits on the original application for admission to the university. No name shall be changed within the entire period of admission; except on marital grounds.

MARRIAGE

Students contemplating marriage during the regular school term must arrange to meet first with the Counselling Unit.

CAMPUS RESTAURANT

GSM operates a mini restaurant that offers a variety of quality meals and beverages at affordable prices. Students are encouraged to patronize the services of this mini restaurant.

POSTING OF ANNOUNCEMENTS

There shall be no defacing of poster or graffiti on the walls of the university, inside or outside. A permit is to be sought to post posters, advertisement, announcement, etc. on the notice board or elsewhere. Indiscriminate posting of posters is prohibited.

Posters and announcements shall only be displayed in areas designated for such (such as notice boards), by the person(s) in charge of the relevant building, section of the building or notice board. Permission to put up posters and announcements on or in any building should be sought and obtained from the Administration.

Posters or announcements by students should, also, carry the stamp of approval of the designated official.

DRESSING

Although GSM is not a mission university, it encourages students to dress in ways that compliment the school core values of excellence and integrity. Both males and female students are advised to avoid clothing that is tight-fitting or extremely oversized, torn or too revealing or transparent; similarly, advertise tattoos must be concealed. Female students are encouraged not to wear short skirts, spaghetti straps, low cut or low neckline that reveal parts of the breast. Also, females must as must as possible avoid dresses or skirts that could reveal the chest, thighs, abdomen, etc. Students are

supposed to wear corporate attire or suite on Mondays.

GSM strongly believes in a teaching and learning environment devoid of any form of harassment. Sexual harassment may be defined to include:

- Unwelcome physical contact and advances
- Demand or request for sexual favours
- Sexually coloured remarks
- Display of pornography
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature

Often such behavior goes unpunished because of the hesitation on the part of the victims especially women to report such behavior out of a sense of shame or fear or both. Students especially ladies are advised to report any incidence of sexual harassment to either the registrar or the vice president of the university. The university will consequently constitute a committee to address the case within the shortest possible time.

Academic Programmes

GSM currently runs programmes in the areas of Business and English Studies. The university also offers specialization in areas including Marketing, International Business, Financial Management, Human Resource Management, and Project Management. Details of these programmes are as follows:

ENGLISH PROGRAMMES

GSM offers some English courses designed to competently elevate students to a level of exceptional proficiency in the language. Below are the modules:

- VIP Coaching
- Intensive English
- General English
- Vacation English

- Corporate English
- IELTS Coaching

BUSINESS PROGRAMMES

GSM offers some business programmes carefully designed to transform product of the university into world-class graduates that will excel wherever they go and exhibit utmost competence and professional anytime. The following business programmes are offered:

- Licence Professionnelle (LP)
- Bachelor of Business Administration (BBA)
- Diploma in Business Studies (DBS)
- Bachelor of Art (BA/MEP)
- Master of Business Administration (MBA)

Assessment Policy

CREDIT WEIGHTINGS FOR COURSES

At GSM, undergraduate and post-graduate courses are assigned three credits. Credits are assigned by contact hours (Theory and / Practical). However, DBS courses carry four credits each.

A three-credit course (a full course) is a course which has either three contact hour (Face-to-Face) theory classes per week for one semester, of two contact hour theory classes and two or three hours of Practical/Field Work per week for one semester.

MINIMUM AND MAXIMUM WORKLOAD

The minimum workload for a full-time student is 15 credits for a

semester. The maximum allowable is 21 credits. To progress from one level to another (or one year to another), a student must:

- a. Pass all courses taken (must obtain grade A+-C)
- b. Attain a minimum C.G.P.A. of 2.0

Students with G.P.A below 1.9 at the end of the first semester shall be cautioned and counseled by the Academic Advisor.

EXAMINATION RESIT

Students who fail to make grade 'C' or better in any course shall be required to pay an amount to be determined by the academic office of the university before taking the exams in the next available sitting.

PROBATION

If a student fails up to 9 credits (3 courses), he/she will not progress to the next level but will be required to repeat that failed course. Such a student will have to drop the current level courses and substitute them with the failed courses.

- a. A student on probation is not allowed to register for the terminal semester (Semester 7)
- b. A student who is repeating a course will be required to take quizzes, assignments, mid-of-semester and end-of-semester examinations for the repeated courses
- c. A student on probation has two (2) chances of passing the failed course(s)
- d. A student on probation must avail himself/herself off and benefit from Academic Advisory and Counseling Services provided by the University.

COMPUTATION OF RESULTS FOR PROBATION AND REPEAT CANDIDATES

Candidates must pass each course with a minimum grade of C or better. Project work carries a point and count in the determination

of the semester grade point average (GPA) and the cumulative grade point average (CGPA). Where a course has been taken more than once, only the best grade shall be taken into account in the calculation of the CGPA.

TIME LIMITS FOR THE COMPLETION OF PROGRAMMES

The time limits for the completion of programmes are as follows:

- a. Three and half year programme: minimum of 3 1/2 years, maximum of 5 years
- b. Two-year programme: minimum of 2 years, maximum of 4 years

The University shall withdraw a student who is unable to complete the programme within the stipulated time.

GSM reserves the right to make curriculum changes (adding and delete courses) and require the student to meet the new course requirement. As a rule, a student will be required to follow the curriculum in force at the time he/she was admitted to the University

Grading System

STUDENT ASSESSMENT

The University operates a combination of Continuous Assessment and End-of-Semester Examination with the following weightings:

Class Work	20 %
Mid Semester Examination	30%
End-Of-Semester Examination	50 %
Total	100%

The continuous assessment component consists of take-home assignments, quizzes, and mid-semester. These components give students the chance to demonstrate their abilities on a wide variety of learning tasks and a broad variety

of work environments than is possible under formal examination conditions. For example, through continuous assessment, students can learn the values and processes of term work, plan and solve real-life problems.

GRADING SCALE (FOR BBA AND UNDERGRADUATE PROGRAMMES)

The University uses Letter Grades and corresponding Numerical Weightings which reflect the quality of performance. Total raw scores (combination of Continuous Assessment and End-of-Semester Examination) are converted according to the following Scheme:

Raw Score	Grade	Grade Point	Interpretation
91 - 100	A+	4.00	Outstanding
86 - 90	A	3.60	Excellent
81 - 85	A-	3.40	Excellent
76 - 80	B+	3.20	Very Good
71 - 75	B	3.00	Good
65 - 70	B-	2.80	Good
56-64	C+	2.56	Pass
51 - 55	C	2.00	Pass
0-50	F	0.00	Fail
	I	0.00	Incomplete

Grading Scale (For MBA)

Raw Score	Grade	Grade Point	Interpretation
85 - 100	A	5.0	Excellent
65-84	B	4.0	Good
51 -64	C	3.0	Pass
00 -50	F	0.0	Fail
	I	0.0	Incomplete

Other Grades

Incomplete (I)

A student is graded 'I' when he/she misses one or more components of the assessment - either the Continuous Assessment or End-of-Semester Examinations.

Display of Results

End-of-Semester Examination results shall be displayed on notice boards immediately they are ready. The results shall also be available on the university's website.

Computation of Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA)

A sample of how the computation is done is presented below:

2017/2018 SEMESTER 1

Code	Description	Credits Points (CP)	Grade Letters	Grade Point (GP)	CP x GP	Sem GPA	Cum GPA
ENGL 197	Reading & Listening Comprehension	3	A	3.6	10.8		
ENGL 193	Business Writing	3	A-	3.4	10.2		
ENGL 186	Grammar & Oral Communication	3	B+	3.2	9.6		
ENGL 181	Western Civilisation	3	C+	2.56	7.68		
ENGL 182	Presentation	3	A+	4.0	12.0	56.28/18	
MATH 189	College Algebra	3	C	2.0	6.0		
		18			56.28	3.13	

2017/2018 SEMESTER 2

MGNT 234	Principles of Management	3	A	3.6	10.8		
ECON 241	Microeconomics	3	B	3.0	9.0		
MATH 209	Quantitative Techniques	3	B+	3.2	9.6		
ACCT 221	Financial Accounting I	3	C	2.0	6.0		56.28 + 57.6 / 36
BSAD 235	Business Communication	3	A-	3.4	10.2	57.6 / 18	
ENGL 211	English for Business	3	A+	4.0	12.0		
		18		57.6	3.2	3.1	
		36		113.88			

In computing the Cumulative Grade Point Average (CGPA), all the courses are treated as if they are taken in one semester.

Note: Cumulative Grade Point Average (CGPA) is not the same as the average of GPAs for the various semesters.

Degree Classification

Undergraduate degree programmes are classified according to the candidate's Cumulative Grade Point Average [CGPA]. The classifications are as follows:

Class Designation

Honours	C.G.P. A
1st Class	3.5 - 4.00
2nd Class [Upper Division]	3.0 - 3.49
2nd Class [Lower Division]	2.5 - 2.99
3rd Class Division	2.0 - 2.49

Requirements for Graduation

To qualify for the award of a first degree, candidates must satisfy the following requirements:

- a. Pass all courses taken- general or departmental courses
- b. Accumulate the required minimum credits (including Advance Credits)
- c. Attain a minimum Cumulative Grade Point Average (C.G.P.A.) of 2.0
- d. Settle all financial and other obligations to the University
- e. Be in good standing - not barred from disciplinary reasons.
- f. Obtain a minimum of 120 credits

Examination Regulations

Examination seeks to assess students' competencies and their level of proficiency in the various disciplines they have been pursuing. The testing process, therefore, is directed towards knowledge, comprehension, application, analysis, and evaluation.

The following constitute some of the specific rules and regulations that govern examinations in GSM.

1. Candidate must be seated in the examination room at least 20 minutes before the start of the paper.
2. Candidates who arrive in the examination room more than 30 minutes of the commencement of the paper may not be permitted to write the paper.
(This may be at the discretion of the Chief Invigilator at the Examination Centre at the time)
3. Candidates shall not be permitted to leave the examination room 30 minutes to the end of the paper.
4. Pregnant Women and Nursing Mothers may be permitted to write their examination, depending on their conditions, if they breach the rule on lateness.
5. Candidates must be seated at their desks in silence before the commencement of examination.
6. Candidates shall locate and sit according to their index numbers.
7. Every candidate must display his / her ID card on the tables as they write the paper.
8. Candidates who have lost their 'ID' cards should inform the university in writing and get a replacement from the Registry at a fee.
9. Candidates **ARE NOT** permitted to bring any of the following to the examination room:
handbags, purses, books,

mobile phone, watches with USB ports, organizers, and programmable calculators.

10. Candidates shall not be permitted to use the washroom until the examination has been underway for at **least 2 hours**.
11. An invigilator must accompany candidates wishing to visit the washroom
12. Students must not cause any form of a nuisance that disturbs other students
13. Leaving the examination hall for the washroom or any other activity without permission from the invigilator is prohibited and will attract sanctions.
14. Candidates are to stop writing the order '**stop work immediately**' is given. They have a personal responsibility of ensuring that invigilators collect their answer booklets before they leave the examination room.
15. A candidate is required to provide for himself/herself materials such as pens, pencils, rulers, erasers, calculators, correction fluid, etc for the examination. Borrowing of materials during examinations is not allowed.
16. The following shall not be accepted as reasons for being absent from any official examination or quiz paper:
 - a. Mis-reading of the Examination Time Table
 - b. Forgetting the date or time of examination
 - c. Inability to locate the Examination Hall
 - d. Attending funeral, weddings and other social gatherings that have no bearing on academic work
 - e. Religious orientation
17. Any candidate who fails to attend any official examination or quiz **EXCEPT** on medical grounds shall have failed that examination.
18. Candidates shall under no circumstance take away any examination answer booklet or additional sheets whether used or unused from the examination hall.
19. There should not be any form of communication between candidates without the expressed permission of the invigilator.
20. ALL candidates should obtain Financial clearance from the Accounts office before entering the examination hall.

Penalties For Examination Offences

No	Offense	
1.	Leakage of examination question	Dismissal of offenders involved
2.	Possession of unauthorized material relating to the examination and likely to be used during the examination	Cancellation of the candidate's paper(s)
3.	Copying from prepared notes or a colleague's scripts during the examination	Cancellation of the candidate's paper/rustication for two semesters
4.	Impersonation	Dismissal / rustication of candidates involved
5.	Assisting or attempting to assist, obtaining or attempting to obtain assistance from a candidate	Cancellation of the candidate's paper/rustication for two semesters
6.	Persistently disturbing another candidate (s) or detracting their attention	Stopping candidate from continuing the examination/ cancellation of paper
7.	Positioning script(s) or booklets at a vantage point to enable a friend cheat	Cancellation of the candidate's paper/ rustication for two semesters
8.	The verbal assault on an invigilator	Cancellation of the candidate's paper/rustication for two semesters

9.	Exchanging question papers	Cancellation of the candidate's paper/rustication for two semesters
10.	Physical assault on an invigilator	Dismissal of the offender
11.	Challenging or struggling with a chief invigilator / Invigilator/ Invigilation Assistant in the examination room	Dismissal of the candidate involved
12.	Destroying materials suspected to be incriminating evidence	Cancellation of the candidate's paper/rustication for two semesters
13.	Writing after the examination has ended	Deduction of 5 marks from the students work.
14.	Plagiarism	Cancellation of a candidate's long Essay/ Project / Thesis
15.	Failing to fill the examination booklet	Deduction of 5 marks

ADVICE

Students who are not clear with their course requirements, subject selection or electives and other related problems can consult the Registrar or the Internal Controller for advice.

CAREER SERVICES

Students may consult the Registrar who may direct them to a faculty member for professional advice regarding career path or choices.

ENROLMENT SERVICES

Candidates seeking admission to programmes at GSM may access enrolment information from the university's website (www.gradsm.net or www.gradsm.education).

■ Candidates could also access information from the school's registry.

REGISTRATION

At the beginning of every semester, students are given the opportunity to register for the courses they will read for the semester. Guidance regarding the registration can be obtained from the registry.

TUTORIAL SERVICES (FACE-TO-FACE)

■ Tutorial services in the form of face to face interaction with lecturers are available. Students are encouraged to book appointments with lecturers for additional assistance or explanations regards courses taught.

Procedure For Deferment

There is a laid down policy that students need to follow in each case of deferment, transit, transfer, and assumption of the programme. In all cases, the student needs to apply to the Registrar officially.

DEFERMENT

Deferment- postponing the course for a maximum of two years. To defer a programme, a student must first indicate so in writing to the registrar, stating the reasons for deferment and period for deferment.

The student must receive a written reply before proceeding with a deferment.

A student can defer for a minimum of one year (2 semesters) and a maximum period of 2 years (4 semesters).

Students who have deferred must take all courses he/she missed before proceeding to the next level.

Feedback To Students

The university places much emphasis on feedback to and from students. In this regard, the following processes have been established to assist students in getting feedback on their academic and professional progression.

EXAMINATIONS

GSM organizes two main examinations (Mid-semester exams and End-of-semester exams) every semester. Other methods of assessing students understand of course work such as assignments, text, and quizzes are also used. All examination results excluding the end-of-semester exams scripts are returned to students giving them the opportunity to seek clarification on any issue regarding about

the marking of their script. After results are published, students have 14 days to make complaints at the examinations or academic office for redress.

DETAILED RESULTS/TRANSCRIPTS

Students are entitled to their semester results slip upon request from the university's registry. Record of academic transcript will be made available to students upon completion of the programme without any indebtedness to the university. This will be given at no cost however subsequent request will attract a fee. To receive a transcript, students must fill a 'request for transcript form' and will have to come after five working days for it.

Student Leadership: SRC

Like all other universities, GSM has a representative student council that plays a significant role in the management of the institution. The SRC is made-up of XX elected representatives made up of the president, who is responsible for:

- a. Coordinating the social, cultural, recreational and intellectual activities of GSM
- b. Presenting the views and grievances of students through the appropriate channels to the Internal Controller of GSM
- c. Promoting cordial relationship between all sections of the university and maintaining good relationships with past students of GSM
- d. Organizing and coordinating students programmes like SRC weeks, field trips, etc.

Code Of Conduct For GSM Students

The following regulations and sanctions are published to serve as a guide to student's behavior in GSM. The purpose is to ensure that a conducive teaching and learning environment is created so that students can derive the ultimate benefit from the university.

	Offense	Sanction
1.	Lateness to Lectures	A student is considered late if he/she comes 30 minutes after the start of lectures. A lecturer may draw a red line on the attendance sheet 30 minutes after the start of lectures to distinguish early comers from latecomers.
2.	Physical Assault	Suspension plus appropriate compensation or dismissal from the university / going to court for compensation
3.	Verbal Assault	Caution with written Apology / Rustication / Dismissal
4.	Sexual Assault	Dismissal / Prosecution in Court
5.	Sexual Harassment	Caution / Written Apology / Counseling / Rustication
6.	Noise Making	Caution / Written Apology / Rustication

7.	Destruction of GSM Property	Replacement of Property/ Suspension or Dismissal
8.	Smoking in or Around GSM	Caution / Suspension
9.	Drunkenness / Drug Abuse / Use of Narcotics	Rustication / Dismissal / Prosecution
10.	Stealing / Fraud	Replacement / Rustication / Dismissal / Prosecution
11.	Littering	Caution and cleaning the place / Fine
12.	Perjury / Slander / Impersonation	Suspension / Written Apology / Rustication / Dismissal
13.	Pasting of posters and handbills at places other than on Billboards / Notice Boards	Warning at first instance / Fine ranging from CFA 5,000 - 20,000 shall be imposed on subsequent violations
14.	Insubordination towards university authority / Staff	Suspension / Rustication / Dismissal
15.	Addressing senior members of the university or other officials in an insulting or disrespectful language/manner	Written Caution / Suspension / Rustication / Dismissal
16.	Indulging in anti-social activities whiles in or outside GSM to bring the university into disrepute. Eg. Sodomy, nudity, rape, obscenity, theft, fighting, etc.	Suspension / Rustication / Dismissal

NB: Students are also to note that all bad behavior is punishable through the law courts of Cote d'Ivoire.

Press Conferences / Press Release

In the era of rampant mediums of communication, it is straightforward for students to have access to print, electronic and social media. However, there are strict regulations governing student's use of the media as official platforms of communication or public address. The rationale for the careful use of the media is to ensure the accurate dissemination of information about academic life and institutions, official involvement in information release and the need for respect of the public order. In this regard, students must observe the following rules/regulations about the use of the media:

1. Students who wish to use the public media for any reason must first seek permission from authorities of GSM
2. The student leadership must seek permission

3. The full text of the press release or press conference should be submitted to the vice president three (3) clear days before the press release.
4. The vice president must give explicit written or verbal permission before the press conference, or press release is undertaken.
5. No student leadership or individual is permitted to engage in press conference/press release or speak to the media without the expressed permission of the vice president
6. Anonymous communication of information in whatever form is not permitted by GSM

Drap

DRAP is an acronym for “demonstrations, rallies, assemblies, and processions.” It should be observed that students are permitted to undertake any of these as long as permission is sought and granted by the appropriate GSM Management. Engaging in any of the above stated without permission is illegal and punishable by the rules of GSM.