



LAGOS STATE UNIVERSITY, OJO

STAFF WELFARE, TRAINING AND DEVELOPMENT UNIT APPLICATION FORM FOR ALLOCATION OF UNIVERSITY ACCOMODATION

NOTE: Please complete this form by providing the correct information only. This committee may request for relevant documents to back up claims if necessary.

A

1. NAME: PF. NUMBER:
2. DEPARTMENT:
3. DATE OF FIRST APPOINTMENT IN LAGOS STATE UNIVERSITY:
4. TYPE OF EMPLOYMENT (Temporary, Contract, Permanent)
5. TICK AS APPROPRIATE: CONFIRMED NOT CONFIRMED:
If confirmed attach evidence.
6. STATUS/GRADE:
7. MARITAL STATUS: NUMBER OF CHILDREN:
8. NAME AND STATUS OF SPOUSE WORKING IN LAGOS STATE UNIVERSITY: *(if applicable)*
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9. STATUS OF SPOUSE: *(if applicable)* PF OF SPOUSE: *(if applicable)*:
10. PRESENT ACCOMMODATION: PRIVATE or UNIVERSITY
11. IF UNIVERSITY, INDICATE DATE OF ALLOCATION:
- 11A. LOCATION:
12. TYPE OF ACCOMMODATION REQUESTED:
- 12A. PREFERRED LOCATION: 13. PERSONAL PHONE NUMBER:
14. I certify that the above information is correct



.....
Signature of Applicant

.....
Date

15. I certify that the above information is correct

.....
Name & Signature of Head of Department

.....
Date

B. FOR EXPATRIATE AND UNIVERSITY VISITORS (ONLY)

1. NAME: SEX:
2. PURPOSE OF VISIT:
3. DURATION OF VISIT/STAY:
4. NO OF PERSON(S) ON ENTOURAGE:
5. Personal Phone NumberSignature & Date

C. FOR OFFICIAL USE

SCORING	
ITEMS	SCORE
1. Length of Service	
2. Grade level	
3. Spouse Score	
Total	

Remarks:



APPROVED SCORING SYSTEM FOR STAFF QUARTERS APPLICANT

Length of Service/No of years in LASU	1 mark for each year	
Status/grade level	Professor	19 marks
	Ass. Prof./Dep Reg/Dep Bursar	18 marks
	SL/P.A.R/CEO	17 marks
	L 1/S.A.R/PEO I	16 marks
	L 2/A.R/PEO II	15 marks
	A L/ AOI/SEO	14 marks
	G A/AOII/HEO	13 marks
	Level 6/EO/CCO	12 mark
	Level 5	11 marks
	Level 4	10 marks
	Level 3	9 marks
	Level 2	8 marks
	Level 1	7 marks
	Spouse	5 marks



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POLICY INDICATING THE TYPES OF ACCOMMODATION FOR VARIOUS CATEGORIES OF STAFF

1. APPLICATION

- Intending tenants to obtain application form from Staff welfare Office
- Fill the forms appropriately and get endorsement from HOD or supervising officer
- Submit three (3) copies of same to Staff Welfare Office.

A. IBEREKO QUARTERS

Houses at Ibereko Staff quarters to be allocated to Junior Staff only. Senior staff who prefer these would however be considered. The ratio of Senior/Junior staff allocation should not exceed 1/3.

B. AJARA QUARTERS

- a. Building 1: LCIA - 1 Block (Room & Parlour with common facilities) 48 Units: to be allocated to staff on levels 1 – 5.
- b. Building 2: LC – Block 2 blocks (Room & Parlour with separate facilities) 48 Units:
24 apartments to be reserved for staff on sabbatical, visiting lecturers or Guests of the University.
24 apartments to be allocated to Staff on levels 6 – 9
- c. Building 3: LL 24-1 block (2 bedroom flats) 16 units to be allocated to staff on levels 11- 14

C. IBA STAFF QUARTERS

For Senior Staff only between cadres 06 – 09 for Non-Academic Staff and 06 – 11 for Academic Staff.

Persons of higher status who choose to live in Iba will also be allowed

D. OJO QUARTERS

For Senior Staff only, between cadres

11 – 14 Non-Academic Staff

13 – 14 for Academic Staff at a ratio of 3/2 in favour of Academic staff

Persons of higher status who wish to live there will also be allowed

E. OJO DUPLEXES

For Professorial and Director cadres only i.e. level 15 for Non-Academic UASS 07 for academic staff.

F. AGBARA DUPLEXES

For Professorial and Director cadres only i.e. level 15 for Non-Academic, UASS 07 for Academic Staff.

‘Academic and Non-Academic Staff ratio WILL not be applicable to ‘E’ and ‘F’ above’.



APPROVED SCORING SYSTEM FOR STAFF QUARTERS APPLICANT

Length of Service/No of years in LASU	1 mark for each year	
Status/grade level	Level 15	19 marks
	Level 14	18 marks
	Level 13	17 marks
	Level 11/12	16 marks
	Level 9/10	15 marks
	Level 8	14 marks
	Level 7	13 marks
	Level 6	12 mark
	Level 5	11 marks
	Level 4	10 marks
	Level 3	9 marks
	Level 2	8 marks
	Level 1	7 marks
	Spouse	5 marks