

ASSOCIATION OF AFRICAN UNIVERSITIES



14th General Conference & Golden Jubilee Celebrations

*La Palm Royal Hotel, Accra, Ghana
June 5 - 8, 2017*



INFORMATION BULLETIN

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A. BACKGROUND

The Association of African Universities (AAU) is the apex organization and forum for consultation, exchange of information and co-operation among higher education institutions (HEIs) in Africa. It thus represents the voice of higher education in Africa and has its head office in Accra, Ghana.

The AAU was founded in Rabat, Morocco on November 12, 1967 by 34 of the then 37 accredited universities in Africa. Currently, it has a membership of over 380 spread across all five regions of the continent and representing all major language groups. The AAU enjoys a unique capacity for convening the vast majority of the African higher education community to reflect and consult on key issues affecting higher education in Africa, and for promoting cooperation and collaboration among its member institutions.

Every four years, the Association holds a General Conference, a forum of all its member institutions and representatives of its funding and technical partners. In 2017, the AAU will be holding its 14th General Conference which will coincide with the climax of its Golden Jubilee celebrations.

B. CONFERENCE THEME & SUB-THEMES

The theme for the Conference is “AAU@50: Achievements, Challenges and Prospects for Sustainable Development in Africa”.

In addition, the Conference will deliberate on the following five sub-themes:

- I. Promoting science, technology and innovation through higher education
- II. Curriculum reform as key to graduate employability and entrepreneurship
- III. The role of higher education in managing the environment
- IV. Higher education as a tool for promoting democratic governance
- V. Mobilizing resources for higher education in Africa.

Please visit the conference website at: <http://events.aau.org/gencon14/>

C. CALL FOR ABSTRACTS

Abstracts on the main and sub-themes can be submitted online at <http://events.aau.org/gencon14/call-for-papers/>

The deadline for submission of abstracts is 9th December, 2016

D. CONFERENCE VENUE

The Conference will be held at La Palm Royal Beach in Accra, Ghana.

E. WORKING LANGUAGES

The working languages of the Conference will be English, French and Arabic.

F. CONFERENCE ORGANISING COMMITTEE

The AAU and the Host Country, Ghana, working through the Ministry of Education of the Republic of Ghana and Vice Chancellors, Ghana have set up a Local Organising Committee (LOC) whose contacts are below:

<u>Name</u>	<u>Institution</u>	<u>E-mail address</u>
Prof. Jonathan Mba	Chair, LOC Association of African Universities	events@aau.org
Mr. Ransford Bekoe	Association of African Universities	
Mr. Peter Kaba	Exec. Sec., Vice Chancellors, Ghana	

G. REGISTRATION

Registration for the Conference is online at http://www.aau.org/subs/appgencon/main_regis.php

On-site registration will be done from Sunday 4th June 2017 between 12 noon and 7pm.

The **registration fee is US\$500** and this covers Conference documents, lunch and tea/coffee breaks during the five Conference days only.

Non-AAU member institutions, as well as accompanying spouses will pay **US\$600** for the Conference documents, lunch and tea/coffee breaks during the five Conference days

H. COST OF TRAVEL, ACCOMMODATION AND MEALS

Participants are responsible for their travel to and from Accra, accommodation, extra meals, and any other hotel expenses (laundry, phone calls, secretarial services, etc.) incurred during their stay in Accra. The AAU will not assume responsibility for any unpaid bills. Group lunches, tea/coffee breaks on Conference days only, are covered by the registration fee.

Blocked rooms have been negotiated at the following hotels and rates:

<u>#</u>	<u>Hotel</u>	<u>Room rate (US\$)</u>	<u>Contact</u>
1	La Palm Royal Beach Hotel	200	lapalmres@legacyafricahotels.com
2	Air Side Hotel	100	marketingmanager@airsidehotel.com.gh
3	MJ Grand Hotel	90	mj@mjgrandhotelghana.com
4	Best Western Hotel	180	marketingmanager@bestwesternpremier.com.gh

5	Airport West Hotel	100	info@airportwesthotel.com
6	ALISA Hotel	140	salesandmarketing.alisa@swissspirithotels.com
7	Fiesta Royale Hotel	180	reservations@fiestahospitality.com
8	Tomreik Hotel	\$100	fom@tomreikhotel.com
9	Susanna Lodge	\$70	stereoq@yahoo.com

Please note that:

- i. The hotels require that you confirm your reservations by 12th April, 2017 after which date accommodation cannot be guaranteed.
- ii. Your choice of hotel will be binding after the deadline of 12th April, 2017.

For further details on the accommodation, including filling of forms and hotel contacts, please go to <http://events.aau.org/gencon14/hotel-travel/>

Should you need any further clarification, kindly revert to the Local Organising Committee.

I. ENTRY VISA REQUIREMENTS

Please note that those coming from countries that have Ghana Embassies should kindly apply for their visa from there. Kindly write to us and we shall send you an invitation letter to support your application.

Participants from countries that require visa to enter Ghana but do not have Ghana embassies there should kindly inform us so we can arrange for visa on arrival for them. The bio data page of your passport must be sent to us, together with details of your institution and your position.

Also note that if you are coming from a country that has a Ghana Embassy and you do not apply for the visa there you will not be granted entry visa when you arrive.

This is a new immigration law in Ghana.

VERY IMPORTANT: VISA FEE OF \$150 HAS TO BE PAID ON ARRIVAL

If you have any further questions, please revert to the Local Organising Committee (events@aau.org).

J. HEALTH REQUIREMENTS

A YELLOW FEVER Vaccination Certificate is required for participants coming from infected areas. The countries and areas included in the endemic zones are considered as infected areas.

It should be pointed out that the Vaccination Certificate for Yellow Fever is valid ten (10) days after the date of vaccination or in case of re-vaccination as from the date of re-vaccination. Furthermore, participants may be subject to further medical screening, such as Ebola and other communicable diseases on arrival in Accra, and participants may be under health surveillance during their stay in Accra.

K. ARRIVALS

Kindly note that the Kotoka International Airport is the main international airport of the capital of Ghana. Participants are requested to send their flight details to the Local Organising Committee well in advance to facilitate airport pick up arrangements

L. IDENTIFICATION BADGES AND PERSONAL SECURITY

Participants will be given badges after confirmation of registration and payment of fees during the Conference. These are for identification and security purposes and you may be required to wear these at all times during the meeting.

M. COMMUNICATION

Free wireless internet services will be provided during the Conference.

SIM cards and airtime for your cell phones are locally available.

For other official communication costs (international phone call, fax), please check telephone service charges with the hotels before use as participants shall pay these costs to the hotel directly before or upon check-out.

N. FIRST AID & EMERGENCY NUMBERS

Participants are advised to bring their regular prescribed medication for health care during the Conference.

The nearest major hospitals to the Conference venue are The 37 Military Hospital, the La General Polyclinic and the Akai Clinic. There are, however, other health facilities closer to the hotels.

O. WEATHER

The month of June is characterised by heavy rains in Accra with an average temperature of 81°F. The temperatures ranges between highs of 86°F (27°C) and lows of 74°F (30°C and 24°C, respectively) throughout the month.

Daylight hours are approximately from 05.00 to 18.00 during this period of the year.

P. TIME

GMT + 0 hours.

Q. CURRENCY EXCHANGE

The Ghana Cedi is the currency of Ghana. The commercial exchange rate is subject to change on a daily basis. There are banks and licenced currency exchange bureaux located at the airport and in the City. You may exchange from the hotel cashier as well. For more information on currency exchange rate, please visit: <http://www.xe.com/>.

It is advised to use banks and licenced currency exchange bureaux rather than hotels to get the best available rate. Banking hours are from 9.00 am to 4.00 pm on weekdays and 9.00 am to 11.00 am on Saturdays. Most major credit cards are universally accepted.

R. ELECTRICITY

Electrical sockets (outlets) in Ghana usually supply electricity at between 220 and 240 volts AC. Type A electrical plugs (two flat parallel pins), Type C electrical plug (two-pin unearthed plug), and a combination of Type A and C electrical plugs are used in Ghana. You are advised to bring a universal adapter/converter as necessary.

S. EXCURSIONS AVAILABLE

Excursions will be arranged at the end of the conference for interested participants to either **Cape Coast Castle** and **Kakum Canopy Walk Park** in the Central Region of Ghana, or the **Akosombo Dam** in the Eastern Region of Ghana. The associated costs will be borne by participants.

Thank You