



THE UNIVERSITY OF FIJI

2013 ANNUAL REPORT



1. 0 MESSAGE FROM THE ACTING VICE-CHANCELLOR



Acting Vice Chancellor, Dr. Chandra Dulare

I took over the position of Acting Vice-Chancellor on 2 December 2012, following the departure of Professor Mahendra Kumar.

Upon taking up office, I very quickly embarked upon two strategic tasks: meeting with crucial Ministers and permanent secretaries to assure them that things were fine at the University, and a vigorous marketing campaign to increase student numbers and fee revenue.

Both these activities were highly successful. Student numbers grew by more than 250 over previous trend and fee revenue increased by more than half a million dollars during the first semester.

The University is doing vigorous marketing to increase student numbers which will be a major contributor to fixed income generation. Increased in students numbers will also assist in increased government funding. University is also marketing for donor funds and sponsor for its capital projects and also securing funds from various donors to support student loan scheme.

To promote teaching as an academic discipline and provide training, resources and support to enhance teaching, learning and advising two trainings (IWRM Conference and Supply Chain Workshop) were conducted this year where the entry was free the University staff.. More training programmes are being developed for example, Customer Care training, OHS training, etc.

I wish to record at the outset the excellent support I have received from the Registrar and his staff, other support staff and all academic staff. I am also indebted to the advice and support provided by the Pro Chancellor.

This reports records the University's gratitude to the Arya Pratinidhi Sabha of Fiji, members of the University council and the hardworking academic and non academic staff. Hearty thanks to the Government of Fiji for their continuous support. I also acknowledge all the other stakeholders' input and assistance.

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2. 0 COUNCIL

Name	Appointment by
APPOINTED MEMBERS	
Pt. Bhuwan Dutt	Ex-Officio
Dr Chandra P Dulare	Ex-Officio
Mr Umesh Chand	Arya Pratinidhi Sabha of Fiji
Mr Arun Padarath	Arya Pratinidhi Sabha of Fiji
Pt Narendra Prasad	Arya Pratinidhi Sabha of Fiji
Mr Ravindra Varman	Arya Pratinidhi Sabha of Fiji
Mr Shanti Saroj	Arya Pratinidhi Sabha of Fiji
Mr Agni Deo Singh	Fiji Teachers Union
Mr Abdul Qayyum Khan	Fiji Muslim League
Mr Kamal Shasaiya Mani	Dakshina India Andhra Sangam of Fiji
Mr Swami Tadananda	Rama Krishna Mission
Mr Dewan Chand Maharaj	Shree Sanatan D P Sabha of Fiji
Mr Dalabar Singh	The Sikh Association of Fiji
Mr Manhar Narsey	Gujarat Education Society in Fiji
Mr Filipe Bole	Government – Education Department
Ratu Meli Q Saukuru	Ba Provincial Council
Prof. Altaisaikhan Khasag	Appointed by Senate
Vacant	Executive of Students Association
Vacant	Elected Non Professorial Member
Mr Anil Tikaram	Co-Opted Member
Ms Vasantika Patel	Co-Opted Member
Mr Govind Singh	Co-Opted Member
Mr Padam Raj Lala	Co-Opted Member
Deans of School	Upon Invitation
Pt Kamlesh Arya	In Attendance
Mr Ravineet Sami	In Attendance

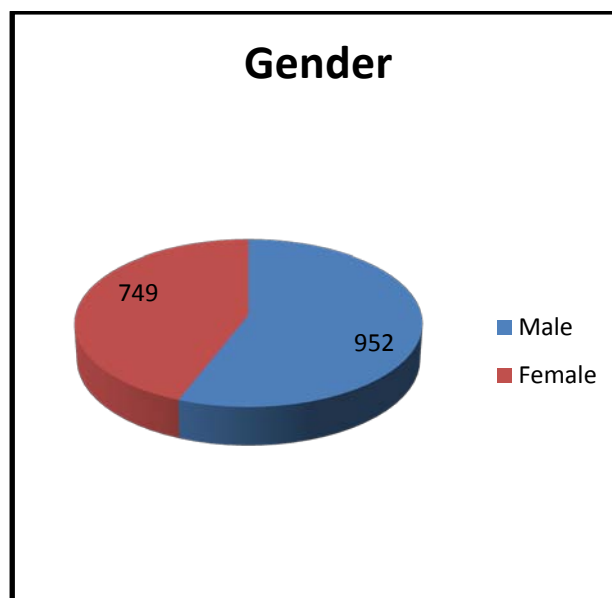
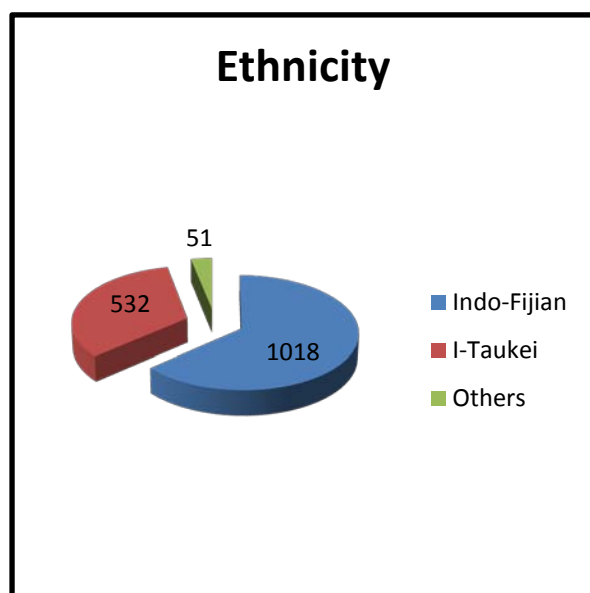
3. 0 STUDENT ENROLMENT

A total of 1701 students were enrolled in 2013 and the breakdown of the above is categorized into the following:

- a) Ethnicity and gender;
- b) Home town;
- c) Programmes; and
- d) subjects/levels/gender

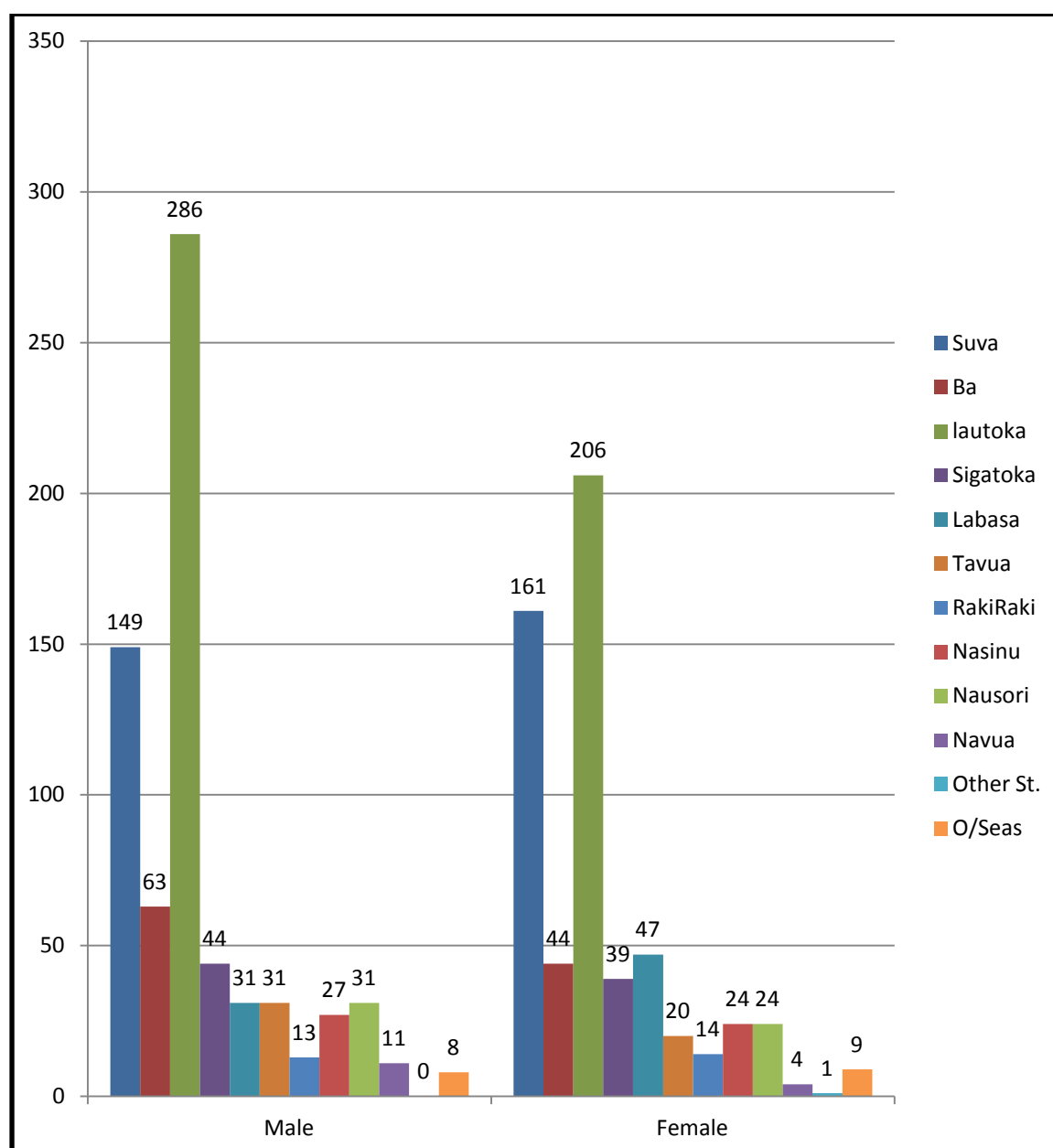
a) Ethnicity and gender

By Ethnicity and Gender	Indo-Fijian	I-Taukei	Others	Total
Female	550	371	31	952 (56%)
Male	468	261	20	749 (44%)
Total	1018(60%)	632 (37%)	51 (3%)	1701



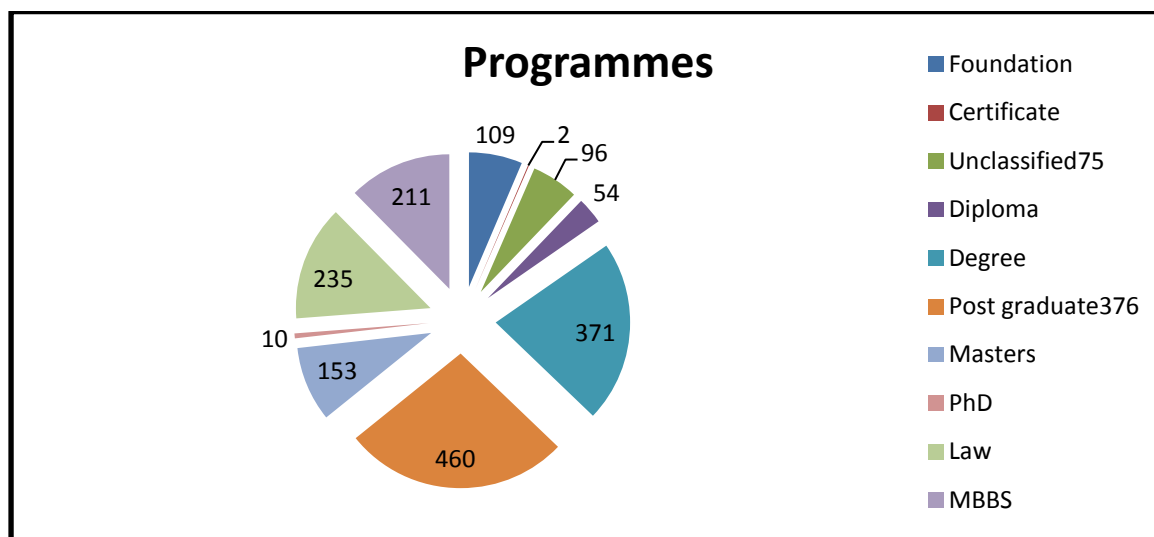
b) Home town

By Home	Suva Lami	Ba	Nad	Ltk	Sigtk	Lab. Savu2	Tav.	Ra	Nas.	Nau.	Nav	Oth.	O/S	Tot
Female	149	63	258	286	44	31	31	13	27	31	11	0	8	952
Male	161	44	156	206	39	47	20	14	24	24	4	1	9	749
Total	310	107	414	492	83	78	51	27	51	55	15	1	17	1701



c) Programmes - 2013

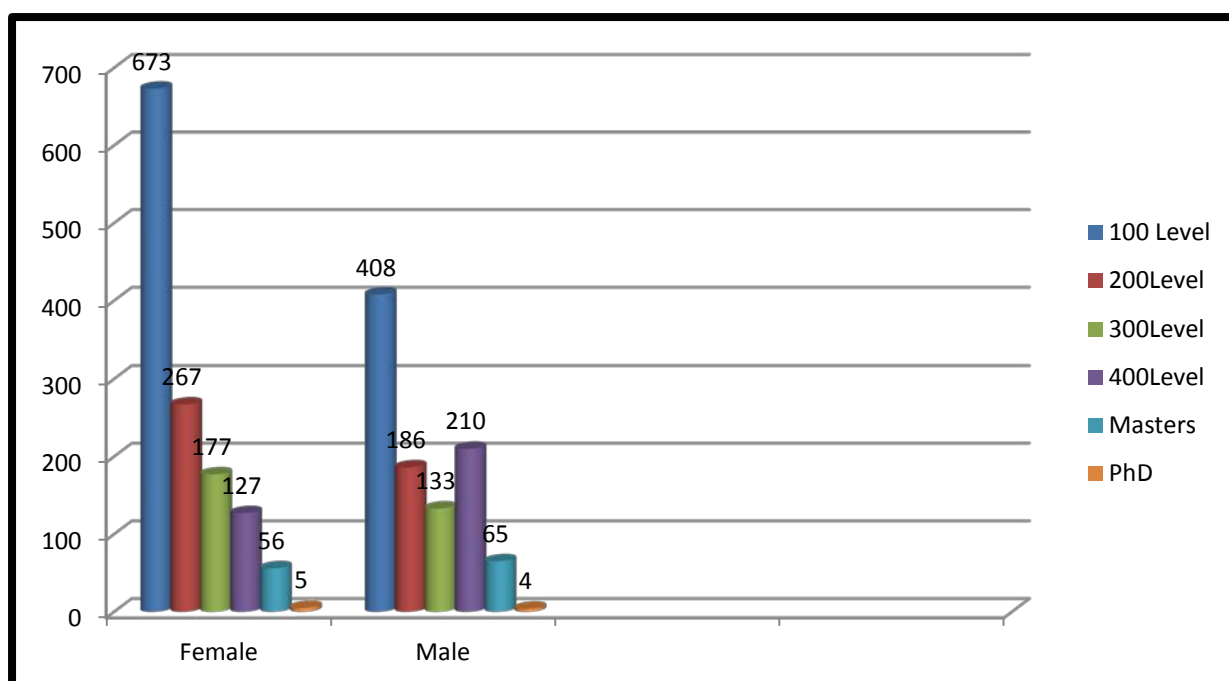
Programme	Fnd.	Cert	U/C	Dip	Deg	PG	Masters	PhD	Law	MBBS	Tot.
No.of Students	109	2	96	54	371	460	153	10	235	211	1701



d).Enrolment by subject/ level/gender - 2013

Level	100		200		300		400		MA		PhD	
Subject	F	M	F	M	F	M	F	M	F	M	F	M
ACC	43	24	28	15	29	21	0	0	0	0	1	3
BIF	N/A	N/A	3	4	1	4	0	0	N/A	N/A	N/A	N/A
BIO	25	8	13	4	9	3	N/A	N/A	N/A	N/A	N/A	N/A
CHE	29	9	10	6	9	2	N/A	N/A	N/A	N/A	N/A	N/A
ECO	24	10	21	13	14	4	3	1	0	0	0	0
EDU	0	0	1	6	38	31	84	95	33	35	2	6
ESC	N/A	N/A	14	6	8	2	N/A	N/A	N/A	N/A	N/A	N/A
HIC	50	25	18	8	20	12	7	1	N/A	N/A	N/A	N/A
INR	N/A	N/A	N/A	N/A	N/A	N/A	11	20	6	19	N/A	N/A
ITC	72	62	17	19	23	24	1	5	1	2	0	0
ITK	82	37	15	7	28	12	N/A	N/A	N/A	N/A	N/A	N/A
LAW	64	53	58	43	66	70	3	10	N/A	N/A	N/A	N/A
LLC	153	90	24	11	19	11	26	12	6	3	0	0
MBA	N/A	N/A	N/A	N/A	N/A	N/A	51	78	13	29	N/A	N/A
MGT	31	10	23	12	18	9	2	2	0	0	0	0
MTH	40	18	9	8	4	2	0	0	0	0	0	0
PHY	6	1	13	6	0	0	N/A	N/A	N/A	N/A	N/A	N/A
UUU	78	32	60	22	46	15	8	6	1	1	N/A	N/A
TOTAL	673	408	267	186	177	133	127	210	56	65	5	4

e). Enrolment in different levels breakdown into gender.



MBBS Student Enrolment - 2013

Year	Year 1		Year 2		Year 3		Year 4		Year 5		Year 6		TOTAL
Gender	F	M	F	M	F	M	F	M	F	M	F	M	
Nos.	37	20	22	19	15	8	26	11	10	10	20	3	<u>211</u>

4.0 GRADUATION DATA

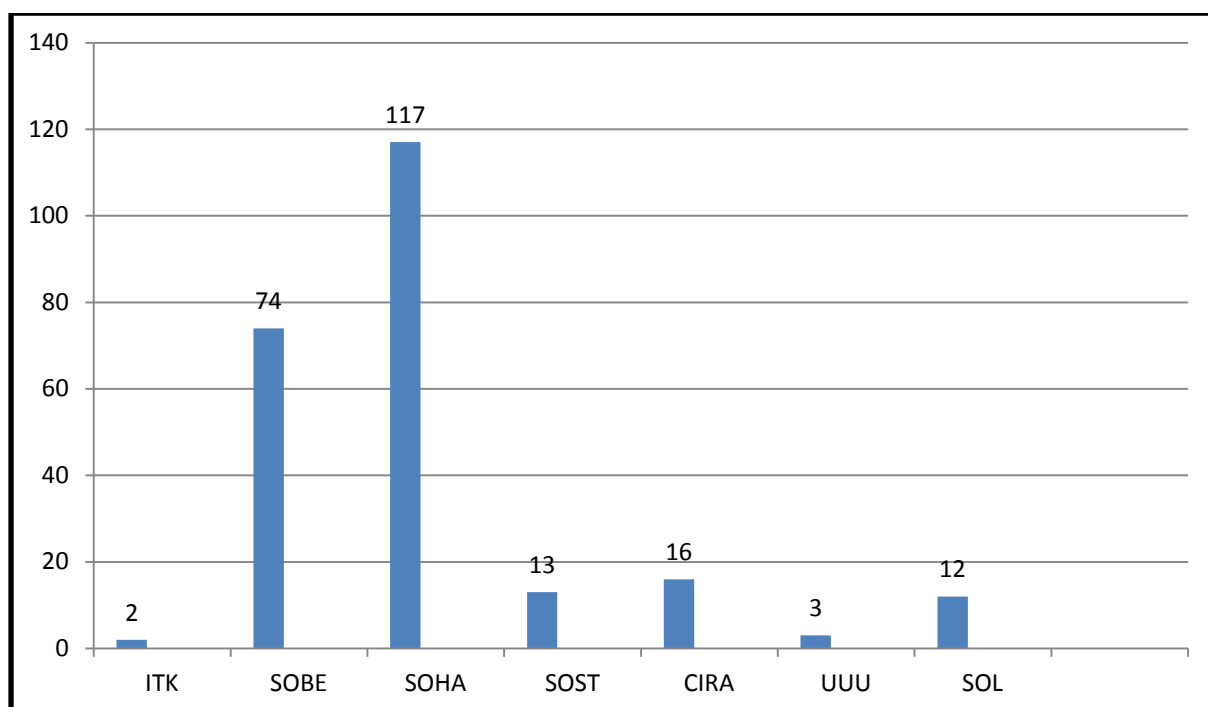
The sixth Graduation Ceremony was held at the Saweni Campus on 12 April 2013 in the forenoon in the presence of the Chancellor His Excellency Ratu Epeli Nailatikau. The Graduation Ceremony saw 250 students graduate, the largest number so far. The Ceremony was well attended by Council Members, invited dignitaries and the parents of the graduands. The Vice-Chancellor in his address acknowledged the progress UniFiji had made and urged the graduating students to be faithful ambassadors of the University.

The Chancellor in his speech to the graduands urged them to become responsible adults and contribute to the economic development of Fiji. Thanks to the Graduation Committee for a job well done as it has received accolades from several quarters including the Chancellor's office.

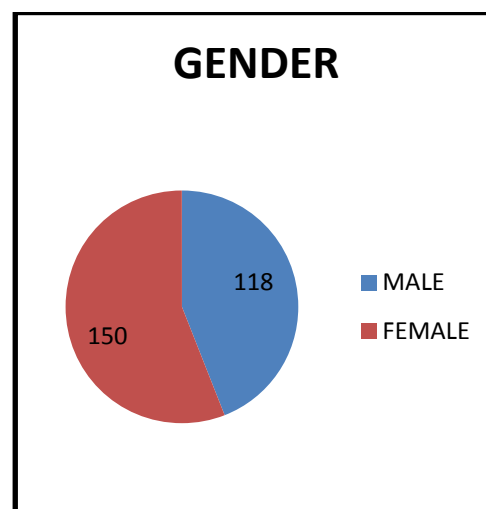
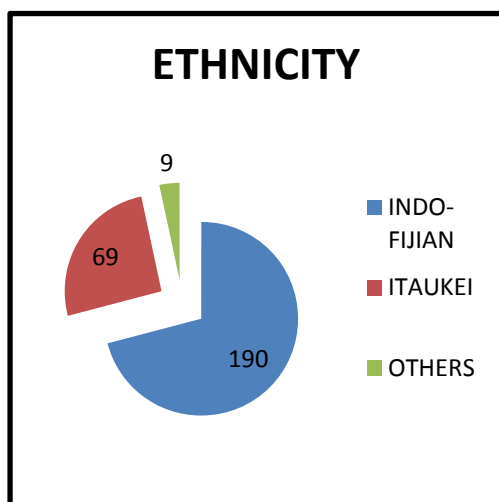
The second graduation was on 6th of December where the first 33 medical students graduated. All were absorbed into government hospitals soon after graduation.

The table shows the graduation data breakdown into gender and ethnicity in different areas of study.

DEPT	CIRA	ITK	UUU	SOBE	SOHA	SOST	SOL	FND.	M	F	INDO-FIJIAN	I-TAUKEI	OTH.	TOT
NOS.	16	02	3	74	117	13	12	33	118	150	190	69	9	268



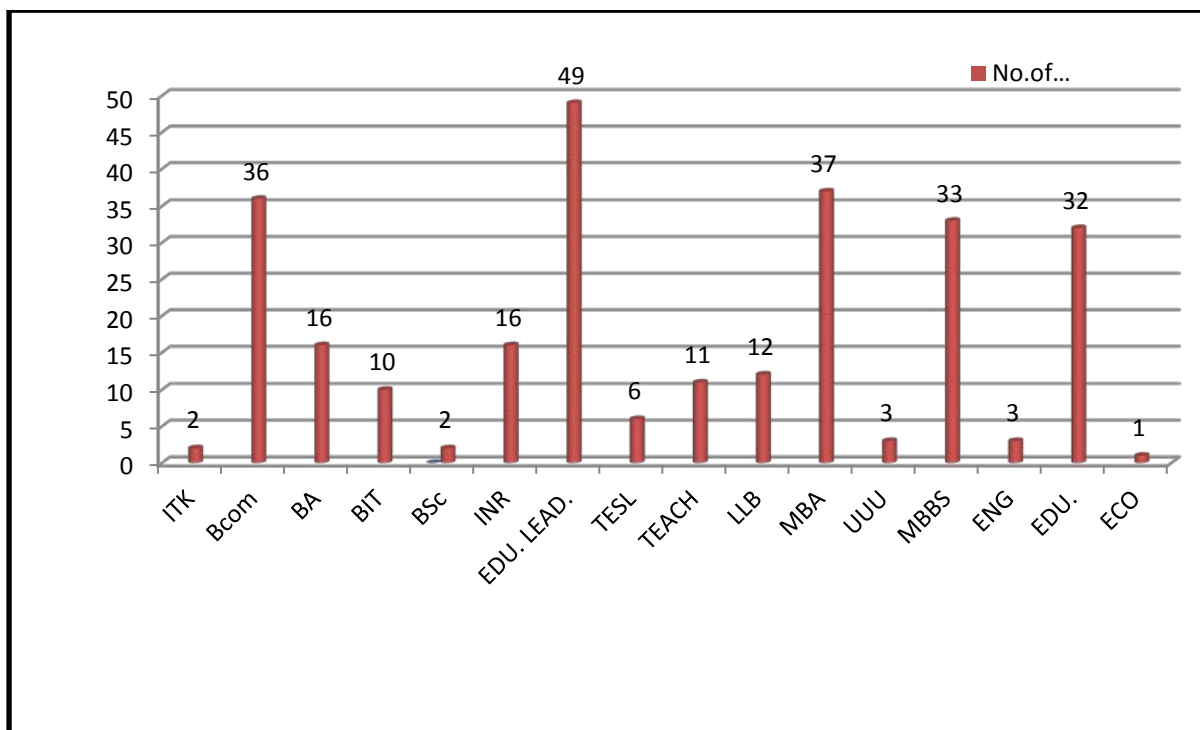
Graduates from different school/centre



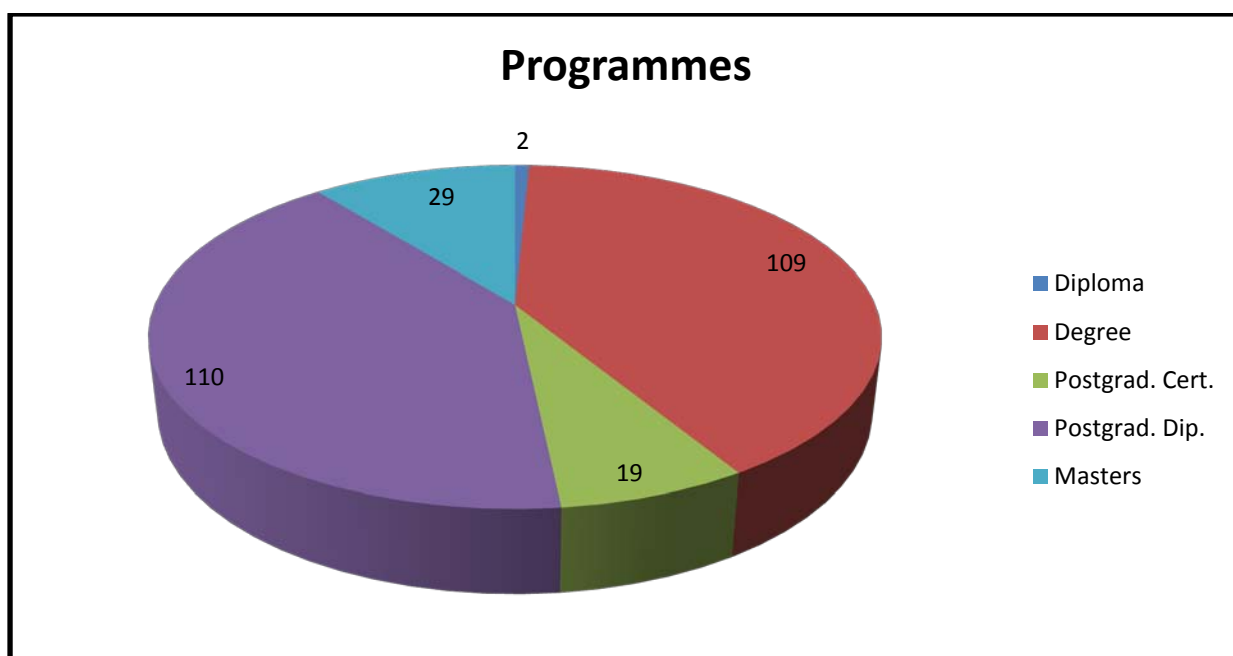
The breakdown of the graduates into gender and ethnicity

PROG .	DI P	DEGREE						PGCERT		PG DIP									MASTERS		
COUR SES	IT K	BCo m	B A	BI T	B S C	L L B	M BBS	MB A	IN R	MB A	EN G	ED U	TE AC H	ED. LEAD	E C O	TE SL	W W W		ED L	INR	MB A
NOS.	2	36	16	10	2	12	33	14	5	13	3	32	11	33	1	6	3	8	16	3	10

The breakdown of graduates under different programmes for 2013.



The graduates under different courses for 2013.



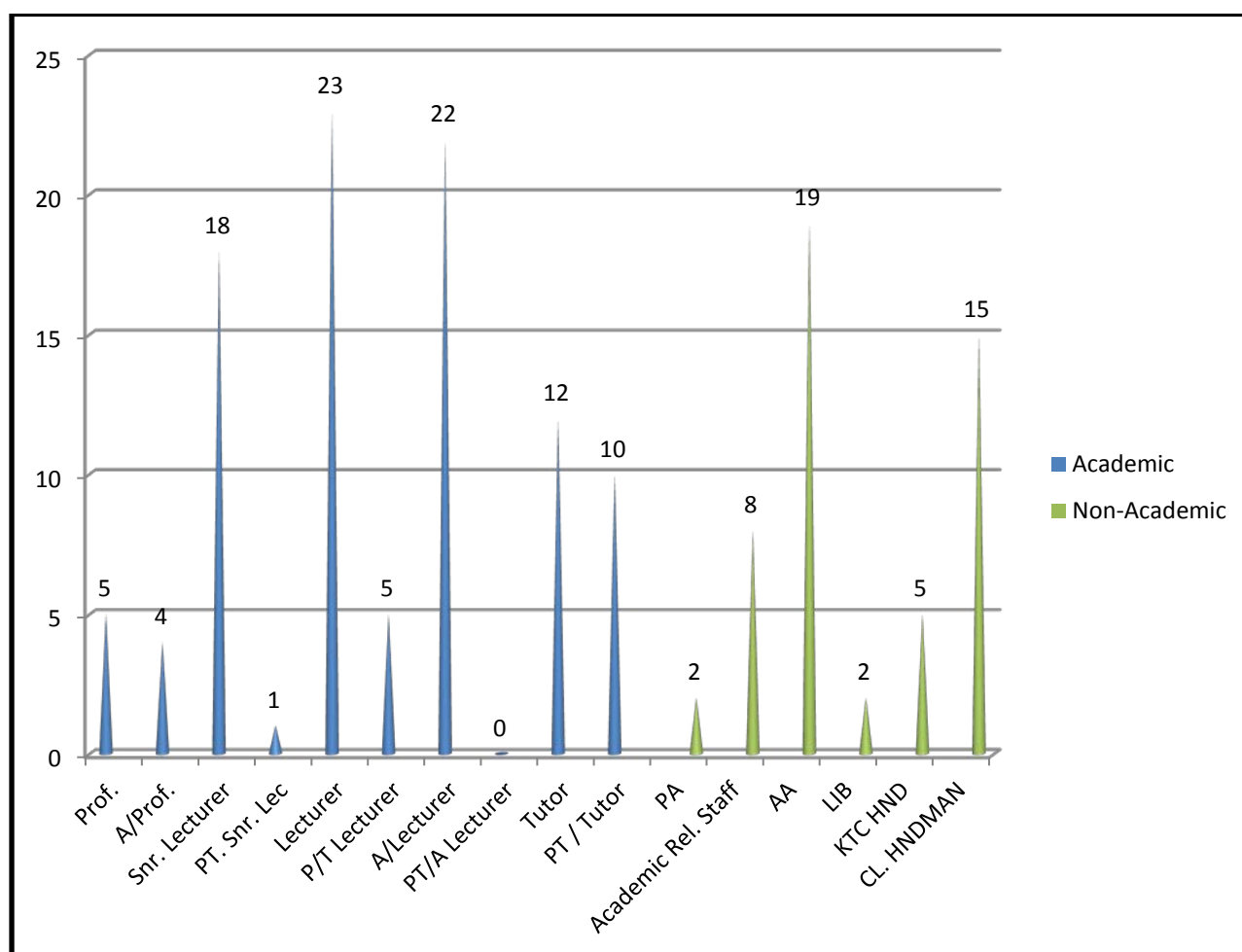
5.0 STAFFING

ACADEMIC STAFF										TOTAL
Prof	A/Prof	Snr Lect	P/T Snr. Lecturer	Lect.	P/T Lect.	Asst. Lect.	P/T Asst. Lecturer	Tutor	P/T Tutor	
5	4	18	1	23	5	22	-	12	10	100

A total 100 Academic Staff under different classification for 213.

NON – ACADEMIC STAFF						TOTAL
Personal Assistants	Academic Related Staff	Admin. Assistants	Library	Kitchen Hand	Cleaners & Handyman	
2	8	19	2	5	15	51

A total of 51 Non Academic staff under different classification for 2013.



A total 151 staff under different classification for 2013.

5.1 Departures

The following staff left the University over the last quarter:

Sashi Parwati	Cleaner
Edrina Chand	Customer Services Assistant, Registrar's Office
Rohitash Chandra	Senior Lecturer CS/IT
Sanmogam Goundar	Senior Lecturer CS/IT
Pamela Kenilorea	Lecturer in Law
Amresh Kumar	Facilities Officer
Mahendra Kumar	Vice-Chancellor
Litiana Kuridrani	Senior Lecturer in Basic Professional Skills
Joyce Latchmi	Administrative Assistant
Minakshi Maharaj	Lecturer in LLC
Rupika Nandan	Lecturer in Law
Lusia Penjueli	Admin/Resource Officer - CIS
Shaleshni Prasad	Tutor in LLC
Roneeta Raina Sharma	Assistant Lecturer in Biology
Rohini Singh	Bookshop Staff
Vikashni Nand Singh	Lecturer in Chemistry
Yogesh Dhawan Singh	Library attendant
Nemani Tuifagalele	Lecturer in Law
Vidya Wati	Canteen Staff
Priyatma Singh	Assistant Lecturer in Biology
Rabiya Rahman	Administrative Assistant, MBA
Prof Robert Hogan	Professor of Education
Lalesh Sharma	Lecturer in Education
Shaneil Narayan	IT Manager
Nawazish Ali	Tutor (expected to leave in October)

5.2 Staff Arrivals

The following staff have joined the University:

Ashish Dutt	Administrative Assistant, SAS
Fotagkauriro Aisea	Administrative Assistant, CIS
Michelle Kumar	Administrative Assistant, UPSM
Nakisha Bi	Administrative Assistant, Bookshop
Rabiya Rahman	Administrative Assistant
Kamlesh Arya	Registrar
Randhir Charan	Manager HR
Shaileshni Sangita Devi Prasad	Marketing Officer
Prof Kieran James	Professor of Accounting
Emmanuel Iyabora	Lecturer in Accounting
Ashwin Nand	Assistant Lecturer in Economics
Prof Robert Hogan	Professor of Education
Nanise Vakarau	Assistant Lecturer in Education
Geetika	Assistant Lecturer in Biology
Dr. Priit Kilgas	Senior Lecturer in Biology
Roselyn Naidu	Assistant Lecturer in Chemistry
Dr. Syed Ghani	Senior Lecturer in Chemistry
Sanjay Raj Singh	Tutor in Chemistry
Ramendra Prasad	Assistant Lecturer in Physics
Nikleshwar Datt	Assistant Lecturer in Mathematics
Adi Salaseini I Naivaluvou	Lecturer in Law
Ilisapeci Whippy	Lecturer in Law
Marika Degei	Lecturer in Law
Atelini Bai	Lecturer in LLC
Sanjaleen Prasad	Tutor in LLC
Dr. Joel Trazo	Lecturer in Community Medicine
Dr. Fred Merchant	Senior Lecturer in Anatomy; Head of Basic Sciences
Dr. Wilma Cruz	Lecturer in Obstetrics and Gynaecology
Prathika Goundar	Lecturer in Education

Rajneel Prasad	Administrative Assistant (Facilities)
Dr. Pitigala A Kumara	Senior Lecturer in Management & MBA
Karishma Naidu	Relieving Administrative Assistant, CIRA & MBA
Vinesh Kumar	Part-time Lecturer in Management
Manpreet Kaur	Lecturer in Linguistics
Matilda Gibson	Part-time Lecturer in LLC
Ruveni Tuimavana	Assistant Lecturer in Education
Priyatma Singh	Lecturer in Biology
Jamie Anne Bancod	Assistant Lecturer in Law

Staff on temporary or Part Time contracts:

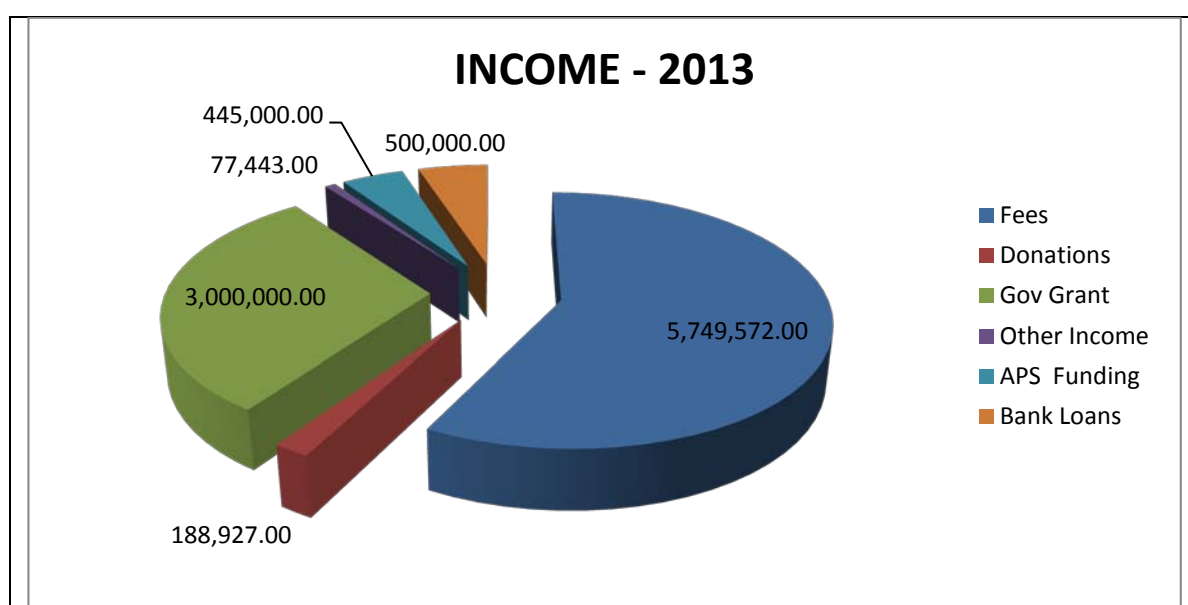
Employee Status	Names	Position	Total
Part Time	Jiten Singh	Senior Lecturer	1
	Joeli Veitokiyaki	Senior Lecturer	1
	Kathleen Taito	P/T Lecturer	1
	Manulawa Kolinisau		
	Sukanavere	Tutor	1
	Matilda Catherine Gibson	P/T Tutor	1
	Mukesh Kumar	Tutor	1
	Rajneesh Lata Charan	Lecturer	1
	Sharneet Shalvin Singh	P/T Assistant Lecturer	1
	Aderemilekun Babatunde	Lecturer	1
Part Time Total			9
Temporary	Ashwin Vikash Nand	Assistant Lecturer	1
	Karishma Archana Naidu	Administrative Assistant	1
	Rajeshni Lata	Library attendant	1
Temporary Total			3
Grand Total			12

6.0 GOVERNMENT GRANT ACQUITTALS & SCHOLARSHIP

Pacific Islands Universities Research Network agreement signed.

ACP-EU Co-operation programme in Higher Education grant⁵ approved for collaborative project between UniFiji, UPNG and University of Alicante, Spain for 3 years: 398,993 Euros.

INCOME - 2013							
Funding Agency	Fees	Donations	Gov Grant	Other Income	APS Funding	Bank Loans	TOTALS (\$)
Amount	5,749,572.00	188,927.00	3,000,000.00	77,443.00	445,000.00	500,000.00	9,960,942.00



7.0 SCHOOLS & CENTRES

7.1 Foundation Studies Programme

7.1.1 Introduction

The Foundation Studies Programme consists of four strands, with a total of twelve subjects being offered. Foundation Studies offers courses in both semesters one and two. Enrolments include Foundation Studies and Unclassified Programme

studies offered in both the semesters. Once students successfully complete Foundation Studies Program, they enter into full degree programme here at the University of Fiji. With the passing of a decade, Foundation Studies has progressed extensively, with the inclusion of Distance and Flexible Learning for Language, Literature and Communication Course at foundation Level offered for interested students in Suva Campus. Each semester, Foundation Studies has increased its student enrolment which is a testimony of student confidence in the programme as it continues to provide meaningful learning to our students both in Saweni and Suva Campus.

7.1.2 Teaching and Learning

Foundation Studies currently has twelve teaching staff each semester, based on the four strands of courses offered to students. Ten staff members are full-time staff for the Campus while two are on contractual arrangement teaching Foundation Geography and History from the Social Science strands. Foundation English is also offered in Suva Campus through Distance and Flexible Learning Mode. The offerings include an array of options that allow passionate learners to create their own educational path to the undergraduate programmes offered here at The University of Fiji.

Four exciting Foundation concentrations provide zealous learners the opportunity to study an area of their choice at the initial stage, and later creates a pathway for myriad undergraduate Programmes. There is ample support provided to students and staff use Moodle regularly to impart information on their courses. A Foundation Studies Notice Board has been placed outside Ms Manpreet Kaur's office. All announcements and events are posted on the board to create awareness amongst the students.

7.1.3 Student Enrolments in 2013

Foundation: 109 students

Unclassified: 89 students

7.1.4 Strands offered by Foundation Studies

The Foundation Studies Programme is available in four strands, namely:

Foundation Science

Foundation Information Technology and Mathematics

Foundation Social Science

Foundation Commerce

7.2 Unclassified Studies Programme

The Unclassified Studies option at the University also enables students to take Foundation courses in subjects they have not passed in Year 13, while also enrolling in degree courses in subjects they have passed at Year 13 level.

7.3 Appointment of Co-Directors for Foundation Studies

Ms Priyatma Singh and Ms Manpreet Kaur were appointed as the Co-Directors for Foundation Studies on 11th November, 2013. Ms. Priyatma was entrusted with heading Foundation Science and IT/Mathematics while Ms. Manpreet Kaur was bestowed with the responsibility to Head Foundation Social Science and Commerce Streams. The two Co-Directors have taken the responsibility to ensure Foundation Studies Programme delivers quality education, thus, an ideal career path to undergraduate programmes.

7.4 Marketing and Registration

The rising numbers of Foundation students over the past years indicate that Foundation Program is quite popular and carries immense potential for further development. Staff from various departments has represented the University on vigorous planned marketing visitations in 2013 during Mid-Semester Break covering all high schools in the Western Division. During these visits, representatives from each school also informed the students about Foundation and Unclassified Studies, their entry requirements, strands under Foundation Studies and distributed Foundation Studies brochures. Also, further marketing is planned through University of Fiji Open Day scheduled in July to promote Foundation Courses.

7.5 Foundation Studies Engagement with Community

Ms Manpreet Kaur

- Invited as Chief Guest at Lautoka Arya primary School on 25th November, 2013 for Annual Awards and Open Day from 9-1pm.
- Invited in the Capacity of Co- Director for Foundation Studies at Gurukul Primary School for their Annual Awards Day on 26th November, 2013 from 9.30 to 1pm.
- Organized Christmas Eve Treat for Velomani Boys' Home in Namosau, Ba on 24th December, 2013.

7.6 Summation:

2013 was accomplished on a high note with an increase in student number achieved through the dedication and commitment of all foundation staff members. The Foundation Team hopes to enhance the intake in all four strands in 2014. The Department wishes to thank all the teaching staff, technical support from Foundation Studies Administrative Assistant, Ms. Harmindar Kaur and the students of the University of Fiji for making this year a thriving one.

8.0 School of Humanities and Arts

8.1 Introduction

School of Humanities & Arts (SoHA) has established itself as an important School of the University of Fiji with a commendable national and international profile. Its programs in Education, Language, Literature & Communication continue to attract students from year 1 to PhD and EdD levels. This year at the University Graduation we had a number of students graduating in English and Education with post graduate diplomas and degrees apart from undergraduate qualifications. The School of Humanities & Arts consists of the Department of Language, Literature & Communications and the Department of Education.

8.2 Department of Education

The Department of Education in the School of Humanities and Arts is a rapidly expanding section dedicated to providing the very latest approaches to teaching, learning and leadership within the Fiji context. The Department currently has four fulltime lecturers. Dr. Wahab Ali coordinates the EdD program, while Ms Prathika Gounder coordinates the Masters program. Ms Atelini Bai coordinates the Graduate Diploma in Teaching Program while Ms Mohini Devi coordinates the programs at the Suva Campus together with Ms. Nanise Vakarau. This is the first time we have a full time Education Staff based at the Suva Campus. Professor Bob Hogan joined the Department for a short stint and left after a few months.

8.2.1 Programs offered by the Department

- Doctor of Education
- Postgraduate Diploma in Educational Leadership
- Master of Educational Leadership
- Postgraduate Diploma in Education
- Master of Teaching
- Graduate Diploma in Teaching
- Bachelor of Teaching

8.2.2 Departure of the Dean of SOHA, Professor Satendra Nandan

Professor Satendra Nandan completed his term on 28th February, 2013 and did not seek for the renewal of his contract due to his personal and national commitments. Professor Nandan has been the Foundation Dean for SOHA and had been a pillar of strength for all the staff members. We congratulate him for his appointment as a member of the Constitution Review Team in Fiji and thank him for all he has done for the University of Fiji.

8.2.3 Appointment of Acting Dean SOHA

Dr. Wahab Ali was appointed as the Acting Dean with effect from 1st March 2012. Dr Ali joined the Department as a Senior Lecturer on 22nd February 2011. He acted as Head of Department for education with effect from 9th July 2011 and was subsequently appointed as the substantive head on 12th August 2011. Dr. Ali acted as Dean of SoHA from 3rd December 2011 – 12th January 2012 while Professor Nandan was on leave. The School wishes him all the best in his appointment.

8.2.4 Doctoral program

A major development this year has been the Senate's approval of the Doctor in Education (EdD) Program in collaboration with the University of New England, Australia. This is the first of its kind program in the South Pacific. The program rolled out this semester with 8 students which is a rational number for a doctoral study. The EdD program consists of 4 course work units and a portfolio/thesis. The current students are all enrolled in EDU780

Professional Workplace Culture & Learning. The students are taught online from Australia by Professor Ken Nobin and they lately attended an intensive holiday class with Professor Tom Maxwell at the Saweni Campus.

8.2.5 Visit by Adjunct Lecturer

Professor Tom Maxwell was at the University from 30th April to 4th May. He took a week of intensive class with the first cohort of our EdD students. His teachings centred on doing research related activities. Professor Maxwell is a great writer and publisher of research articles and has widely travelled the world giving seminars and has a wide experience supervising doctorate students doing their thesis worldwide. Having counterparts from external universities is a great advantage to our students as it provides them new perspective to learning and teaching. Currently Professor Tom Maxwell is an adjunct Professor at the University of New England.

8.2.6 Visit by the Permanent Secretary for Education, Dr. Brij Lal

Dr Brij Lal, The Permanent Secretary for Education, National Heritage, Culture and Arts, Youth and Sports was invited as a guest academic during the joint lecture of all the Post Graduate Students in Education on Saturday 3rd March. He thanked the University for inviting him and suggested that closer links needed to be built between the University and the Ministry of Education as they are one of the key stakeholders. He was quite impressed by the courses offered by the Department and suggested that issues like ethics, values, internal assessment and reforms could be integrated in our education courses. He suggested that we needed to have regular meetings and invited the Department to address the Senior Management Board of the Ministry of Education. This took place on 13th March at the Marela House.

8.2.7 May Holiday Class

An intensive holiday class was held at the Suva campus from 7th to 12th May 2012. Ms Mohini Devi coordinated this unit and had 18 students. Most of the students were our continuing students while some were from other departments and ministries. *EDU405 Contemporary Issues in Education* focuses on examining the current issues affecting education in Fiji, Oceania and beyond through the perspectives of history, philosophy, sociology, psychology, anthropology and politics of education. This course covers interesting and relevant topics in Education globally and blends them with contemporary issues and reforms currently implemented in our schools. EDU405 is one of the courses that leads toward a Masters Degree in Educational Leadership.

8.2.8 Externalizing the Education Units

As part of its outreach program the Department of Education has for the first time began offering a post graduate unit in Tavua. For the first time, the students in Tavua are enrolled in a post graduate program offered by the University of Fiji. Mr Lalesh Sharma coordinates *EDU401 Educational Leadership for the 21st Century* and has 20 students. He travels to Tavua to conduct this class on Saturdays. Most of the students are high school teachers, vice principals and principals. The unit is very relevant as it exposes students to a number of leadership styles and enables them to make sound decisions in the administration and management of their schools.

8.2.9 Staff Resignation

Ms Sarita Harish resigned as a Lecturer in Education after serving the University for about 3 years. She had been a pillar of strength for the Department and has contributed a lot towards the designing and teaching of Masters in Teaching Program. Before joining the university Ms Sarita was a civil servant and a distinguished curriculum developer and writer. She leaves the University of Fiji to join Fiji National University as an Assistant Registrar. We wish her all the best in her new appointment.

8.3 Department of Language, Literature & Communication

The Department of Language, Literature & Communication in the School of Humanities and Arts offers a number of programs from degree level to Masters and PhD Level. Major changes have occurred in the staffing of the LLC Department. Associate Professor Cliff Benson is now Acting Head of Department and one new member, Ms Shaleshni Prasad, recently joined the Department as a tutor. Ms Prasad is also delivering the three French courses on offer this semester. With the departure of Professor Satendra Nandan, and the imminent departure of Dr Jyoti Nandan, the Department is assigning the three existing experienced staff to ensure the maintenance of high quality delivery of the upper level (including post graduate) literature courses.

8.3.1 Enrolments

Enrolments continue to be very high for LLC101, English for Academic Purposes course, but moderate for other 100- to 400- level courses. The likely transfer of the Post Graduate Diploma in Teaching English as a Second Language (PGDIPTESL) Programme to the Department will substantially enhance its post-graduate offerings, hitherto confined to literature courses.

8.3.2 Hindi Section

Highlights not only for the Department, but for the University, were two activities organized by the Hindi section of the Department, namely

- A two-day seminar on the teaching and promotion of Hindi, attended by nearly 40 participants including FNU and USP colleagues. The facilitator was Professor Ramvir Prasad, Second Secretary of the High Commission of India.
- An outstanding Girmrit Smriti function was organized on Friday May 13th, the chief guest for which was his Excellency, Mr. Vinod Kumar, the High Commissioner for India.
- Also of note are the following activities of Mrs. Suklesh Bali during Semester one:
 - ✓ Chief Guest at Drasa Secondary School, Hindi Day Celebration - 7th March, 2012.
 - ✓ Chief Guest at FNU, 'Ek Shaam Hindi Ke Naam', - 16th March, 2012.
 - ✓ Chief Guest at Gurukul Primary School on the occasion of Arya Samaj Sthapna Diwas, - 03rd May, 2012.
 - ✓ Coordinator and speaker on the occasion 'Girmrit Remembrance Day' 11th May, 2012.
 - ✓ Coordinator of a Musical Programme at Unifiji – 1st February, 2012.

9.0 School of Science and Technology

9.1 Promotions of Staff/Appointment

Mr. Nikleshwar Datt was appointed as an Assistant Lecturer to the Department of Mathematics in March 2013 and Mr Nawazish Ali as a Tutor to CS/IT Department. Ms Rajneesh Charan and Mr Sharnit Singh were appointed for part time teaching commitments.

External Advisor and Moderator to the Mathematics Department, Dr Jito Vanualailai, Associate Professor and Director of Research at the University of the South Pacific was appointed for another three-year term.

Adjunct Associate Professor Dr. Donald Davendra was appointed to the Department of CS/IT. Dr Davendra is an Associate Professor to the Department of Computing Science at the University of Ostrava in Czech Republic

9.1.1 Visiting Professor

External Advisor to the CS/IT Department, Professor Dharmendra Sharma from University of Canberra visited UniFiji in June 2013. Business Informatics and Information Technology courses were reviewed. Bachelor of Business Informatics was implemented in 2011 under the University of Canberra collaboration.

External Advisor to the Mathematics Department, Dr Gurudeo A. Tularam of Griffith University in Australia visited UniFiji in 2013. Dr Tularam is a Senior Lecturer in Mathematics and Statistics at Griffith.

9.1.3 Community Engagement

Mr Nikleshwar Datt was the guest speaker at Ratu Navula Secondary School during Math & Physics week celebrations.

9.2 Science Department

9.2.1 New programme offering

BSc in Environmental Science was proposed and developed (to be taught in 2014).

New courses developed and taught for the first time:

BIO311 Research Topics in Plant Biology

BIO312 Physiology

BIO313 Marine Biology

CHE311 Qualitative and Quantitative Techniques

CHE314 Biochemistry

CHE312 Aquatic Chemistry

CHE313 Applied and Environmental Chemistry

PHY212 Atmospheric Physics

PHY214 Physics of the Environment

ESC200 Scientific Methods

New courses were proposed (to be taught in 2014):

BIO214 Microbiology

BIO 212 Genetics

PHY314 Electricity and Electronics

GEO200 Physical Geography

9.2.2 Grants

The previous Head of Science Department, Prof. Mahendra Kumar, in collaboration with University of Alicante, Spain and University of Papua New Guinea, PNG received a grant from ACP-EU Co-operation Programme in Higher Education (EDULINK II) amounting to 338 993 EUR – for the Renewable Energy in Pacific Islands: Developing Skills and Capacity (EPIC) project. The main objectives are to develop a joint masters program in Renewable Energy Management Program and Centre of Renewable Energy at University of Fiji and University of Papua New Guinea. University of Alicante is coordinating this project.

A grant of FJD 5000 was received from IWRM – Nadi Project for the completion of the Nadi Basin Literature review.

9.2.3 Renewable Energy Project

Dr. Syed Ghani and Mr. Ramendra Prasad participated in the Kick-Off meeting of the Renewable Energy in Pacific Islands: Developing Skills and Capacity (EPIC) project at University of Alicante, Spain. 18-29 November, 2013.

10.0 School of Business and Economics

10.1 Staffing

The school continued to operate with limited staff especially in Accounting & Finance and the Economic Department. The school was able to recruit a Professor in Accounting and this was expected to facilitate in the accreditation of the Accounting Programmes with the Fiji Institute of Accountants. The MBA programme continued to rely on both internal and external part time lectures to deliver this programme.

10.2 Consultancy

SOBE staff undertook external consultancy in job evaluation and fee structure for a tertiary institution, strategic management workshop and development of a strategic plan for a statutory organisation; and conducted a workshop on Supply Chain Management.

10.3 Research and publication

Professor Narendra Reddy and Dr Amaradasa presented a paper titled “Challenges in nursing education for the global market: the case of Fiji”. This paper was presented at the XXX Pan-Pacific Conference held in Johannesburg, South Africa 2013 and was subsequently published in the *International Journal of Business and Social Science*, Vol 4 No 5 pp 246-250.

10.4 Academic matters

The Management Department started offering a Postgraduate Diploma in Management. MBA programme delivery was expanded and offered face to face in Sigatoka from trimester 3. This programme continues to generate surplus cash for SOBE. The majority of the students are studying on a part time basis. To facilitate this, all classes are offered in the evenings and weekends.

10.5 Employments of graduates

SOBE graduates continue to find employment within three to six months after completing their programmes of study.

11.0 School of Law

The major achievements for the School of Law for 2013 are as follows:

1. Introduction of full Master of Law program
2. Received full recognition from PSC
3. Opened doors to international students in GDLP and LLB
4. Appointed our first Academic Professor of Law
5. Started Annual Public Lecture on Sir Moti Tikaram
6. Introduced Double Major in Law with Bcom, BA
7. Started School of Law Journal
8. Offered First ever Migration Law course.
9. Sought successful bid from Council to expand Suva Campus

11.1.1 School of Law Programmes

11.1.1 LLB

The Programme was recently reviewed by School of Law Board and is in order.

The new brochures were ordered and printed and can be obtained from our Marketing Personal Ms. Sangita. *LLB brochure is annexed and marked 1.*

11.1.2 BA/LLB or BCom/LLB

This is a new program approved by the council. This programme needs to be marketed vigorously.

11.1.3 LLM

The programme is a winner and it is doing exceptionally well.

11.1.4 GDLP

The program was last reviewed in 2012 by school of law board. Mr. Udit was planning to review this program and its offering. Important: we need to consider how GDLP will be offered in Saweni campus from 2015. Also our planning for July session 2014 must start now.

11.1.5 Law Journal

This is a very important exercise. We have to begin the work on this. During the last board meeting, we appointed Mr. Udit as the editor in chief and Mr. Parmesh as co-editor.

11.1.6 Law Clinic

Since 2010 we are planning for this project. Now that the council has approved the Chief Registrar has requested that we seek approval from Board of Legal Education. Ms. Goundar is responsible for this project with.

11.2 School of Law Students

11.2.1 Enrolment Rules and Procedure

Full time students can enroll in four courses per semester but a working student can only get two courses. However, with a proper release letter from his/her employer, the student can enroll in four courses.

11.2.2 School of Law Society

Approved and functioning.

11.3 Important Matters

The following matters are of high priority;

1. GDLP graduation;
2. GDLP admission to High Court Date;
3. Visit by Justice Ajit Singh to Saweni and Suva Campuses in September. Need to organise CLE points for next year;

12.0 Umanand Prasad School of Medicine (UPSM)

The highlight of the Umanand Prasad school of Medicine for 2013 was the first graduation held for the medical students in December. A tribute was paid for the Late Mr Umanand Prasad for his generous contribution towards the establishment of the Medical School. Mrs. Prasad presented medals to all the 33 grandaunts.

13.0 Centre for International and Regional Affairs (CIRA)

The following programmes in Governance were offered in 2014 that are not offered by other tertiary institutions in Fiji.

- Postgraduate Certificate in Peacekeeping
- Postgraduate Certificate and Postgraduate Diploma in International Relations
- Master of International Relations and Diplomacy

14.0 University Wide Programmes

The following programme was introduced under University Wide programme:

- Postgraduate Certificate of Governance and Public Policy;

-
- Postgraduate Diploma of Governance and Public Policy;
 - Master of Governance and Public Policy.

15.0 MARKETING AND PUBLICITY

Various marketing and advertising strategies were adopted by new Marketing and PR Officer. The marketing strategies used in 2013 are as follows:

15.1 Radio Advertisements (CFL)

Radio advertisements were carried out from mid January to February end before the beginning of the enrolment for Semester 1. Another month of on air advertisement was carried in mid June to mid July to broadcast our Open day and enrolment for Semester 2. Outdoor broadcasting was also conducted during the Open Day in both campuses.

15.2 Newspaper Advertising and Publicity

Advertising in Fiji Times and Fiji Sun is an ongoing activity in marketing. Different department ads appear in the newspapers at different time of the year. Frequency is high before enrolment and the third term of the school when high school students fill in their enrolment forms.

New Professors, events, graduation in Uni were all publicized by the newspapers either as news or in supplements. There was a 4 page lift-out on April and December graduation respectively.

15.3 Calendar inserts

40,000 calendar inserts were done in Fiji Times and Nai Lalakai. This was done for the first time and assisted in branding and creating awareness of the University in the household where the calendar has a presence throughout the year.

15.4 LED/ Digital Advertising in Suva

We broadened our marketing zones from out of “just marketing in west” to wider boundaries. To brand and market University courses before enrolment, we had:
January- February: Two general ads were screened right in the heart of Suva City.
June- August: 2 LED screens located at Navua, and Nakasi. The Nakasi ad was shifted to Sukuna Park screen in August to give great mileage to UniFiji during Hibiscus Carnival.

15.5 UniFiji Open Day

There were two Open Day organized this year; one in Suva 11th & 12th of July and another in Saweni Campus on 2nd and 3rd of July. It was the first time for Suva Campus. The response was good in Saweni. 22 secondary schools and two primary schools attended. Suva Campus opened its doors for Open Day on 11th and 12th of July. A total of 8 secondary schools participated.

15.6 Secondary School/ Organization Visitation

Academic staff, comprising of lectures primarily from Education, MBA department went to schools and organizations. Few schools from the East will also be visiting the Saweni Campus. Different departments did their own school visitations MPRO arranged with lecturers to visit schools as guest speakers where the units offered as University were being discussed with forms 5 to 7 students

15.7 Outdoor Marketing-Road shows:

Marketing team inclusive of staffs and students had a two day road shows at various locations in the West. (Sigatoka, Nadi, Namaka, Lautoka, Ba & Nasinu).

15.8 SOBE Careers Day

Organisations and companies were invited to have a Careers day for School of Business and Economics students. The students had a chance to learn about their prospective workplace and organisations had an opportunity of recruiting students who were in their final year of study.

15.9 Transit Advertising- Branding UniFiji

We had 2 months of bus advertising which covered areas from Sigatoka to Ba.

15.10 Careers Teachers Workshop

Another historical marketing strategy that was started this year was **Career's Teachers workshop**. This got recognised by MOE and careers teachers from 24 different schools from the West participated. The purpose behind the careers workshop is not only to instruct teachers on how to offer careers advice and prepare students to successfully look for work or pursue further studies but to also give careers teachers a first-hand experience with the UoF so that they could advise students to apply for admission at UniFiji.

15.11 School Managers Workshop

There was a school manager's workshop as well to train managers on the choices of subject combination for their students of their respective schools.

15.12 UniFiji Website and Social Media

News and events together with the advertisement were always updated on the website. Lots of queries were received via website and Facebook page.

15.13 Showcase in Suva: May 24th to June 1st

UniFiji marketed at the showcase. Booth was sponsored by BulaMyFiji, subsidiary of Marketing Genie (\$3900.00). Lot of awareness was created during a nine day showcase.

15.14 Advertising in School Magazine

Uni courses were also advertised in many western school magazines.

15.15 Community Engagement

A clean up campaign was done by the Science department where the lectures and students clean up the University compound and nearby areas.

The University took part in the Agriculture Show (3-7th September 2013) and Sugar Festival (20-28th September 2013) organized at the Churchill Park in Lautoka. UniFiji was the major sponsor of Sugar Festival. The university also provided its assistance and collaboration to the charity organization, Soroptimist International who assists women in education.

15.16 Careers Expo/ festivals:

UniFiji actively participated in careers expo at different venues. This was a huge success as we met directly with Form 6 and 7 students and had direct marketing of our courses. Staff and students met with different government and non profit organizations and exchanged information. The University had a booth at the festival which led to people having easier access to our brochures and information.

- March: 31st May- Youth Rally Namaka Police Department;
- April: Poverty Monitoring Unit in Sigatoka;
- Dilkusha Methodist High School Careers Expo;
- 31st May- Ratu Sir Lala Sukuna School- Careers Expo;
- 6/7th June- LDS Careers Expo;
- 13/14 June- Lawaqa Park - Poverty Monitoring Unit;
- 14th June- Ra Secondary School;
- 25th June- PSC Day- R B Patel, Lautoka;
- 6/7th August- Higher Education Commission at the Green Economy Expo at Denarau;
- 11th August- Eid Mela at Girmit Centre in Lautoka;
- 1st August- Nabua Secondary School;
- 15th August- Yat Sen College;
- 13 September- Careers Expo at Queen Victoria School;
- Mid September- Sugar Festival.

15.17 Georgia University Visits:

On foreign exchange scheme over 100 students came to UniFiji on 31st May, 7th, 12th and 14th June. Exchange of culture and study environment was compared between the two universities.

15.18 Promotional Items

We got shoulder bags, pencil case, tote bags, pen with UniFiji logo and lanyards with Uni Logo that can be purchased from the bookshop.

15.19 No TV advertising was done due to cost factor

16.0 IT SERVICES

- Moodle Upgrade from version 1.9 to version 2.0
- Edupoint Implementation
- IP PABX
- Installation of cameras in UPSM classrooms and labs
- Installation of Microphone and speaker systems in UPSM teaching rooms
- Projector mounting in all teaching rooms
- Network cabling of Finance building and installation of Cameras
- Suva campus network cabling/camera/internet connections after fire in server room.
- Access to online databases for All Students (PROQUEST, OECD LIBRARY), Law Students (LEXISNEXIS, PACLEII), Medical Students (HINARI, MEDICAL EVIDENCE MATTERS, NEW ENGLAND JOURNAL OF MEDICINE, PEDIATRIC NEUROLOGY BRIEF), Science Students (OARE), Accounting Students (ACCOUNTING JOURNALS, INTERNATIONAL JOURNAL OF CRITICAL ACCOUNTING)

17.0 RESEARCH AND PUBLICATIONS

Ghani, SS., Prasad, R. Kick-Off Meeting for Renewable Energy in the Pacific Islands, Developing Skills and Capacity (EPIC) project in Alicante, Spain. November 18-19, 2013. (The presentation was about University of Fiji) (Oral presentation).

Ghani, S. S. 2013. The Chemistry of Nitrogen Donor Synthetic Macro-cyclic Complexes. Lambert Academic Publishing, Germany. ISBN: 978-3-659-42223-2.

Singh, P., Charan, D., Deo, A., Kiran, A., Kumar, M., Singh, V., 2013. Literature review for Nadi Basin – IWRM funded grant. (Publication on UniFiji website)

18.0 VISITORS

A number of prominent and distinguished individuals visited the Saweni Campus during the period of the report:

3/18/2013 Meera Nair; Queensland University of Technology

1/4/2013 Ajit Swaran Singh

2/4/2013 Adrian Weeks; Auckland, NZ Australian Trade Commission

2/19/2013 Maneesh Sunder; Australian Trade Commission

19.0 MASTER PLAN AND PHYSICAL FACILITIES

Student sports facilities were upgraded which includes soccer field, rugby provisions, cricket pitch, volley ball and netball space. Student's mealing provision was extended with the expansion of cafeteria and further work is in progress. Heavy benches, student lockers and tents have been provided with also refurbishment of bures and improved internet facilities. Library and Computer facilities had been upgraded with extended opening hours. Currently negotiations are underway to provide bus services.

The University has continuously improved its teaching and staff office space through refurbishing its existing facilities and proving additional with new construction. Plans are under way for new constructions if the numbers increase significantly.

Building and Upgrades

- Extension to the Cafeteria Area currently underway
- Construction of main gate in progress
- Main gate security booth completed

20.0 UNIVERSITY EVENTS

Sir Moti Tikaram lectures was by SOL and media was invited to cover the lecture. Ads were sent to media prior to the lecture and after the lecture. The Public Lecture articles were uploaded on the Uni website and the Official Facebook Page.

- UniFiji – IWRM Eco-Contest for Western Division High School Students.
- “World Water Day” – environmental awareness event for high school students, 22nd March 2013.
- Kilgas, P. Freshwater biodiversity: importance and conservation. World Water Day Awareness Event. 22. March 2013, The University of Fiji, Saweni, Fiji (oral presentation).
- Girit Divas – 10 May 2013
- WHO POLHN Workshop – 9-11 April 2013
- Graduation Ceremony – 12 April 2013

To promote the intellectual engagement of staff and students with societal issues, the following staff and students took part in the following events:

- USM Sai Camp
- Health awareness campaigns

21.0 VICE-CHANCELLOR’S ENGAGEMENTS

- Fiji Higher Education Commission
- Minister for Health
- Minister for Education
- Minister for Local Government, Urban Development, Housing and Environment
- Minister for Works, Transport & Public Utilities
- President of Fiji – provided a synopsis of the University of Fiji
- Meeting of the 3 Vice-Chancellor’s
- Tourism Update Forum at Best Western Hexagon Hotel (December 12, 2012)
- FTU Conference (30 April – 1 May 2013)
- Pacific Conference on Finance and Investment (8-10 May 2013)
- Chief Guest at the Diamond Jubilee Celebrations of DAV College on 26 April 2013.

22.0 CONCLUSION

A number of exciting events and challenges took place in the year 2013. One of the most significant and historic moment for the University of Fiji and the Umanand Prasad School of Medicine is for graduating first batch of 33 doctors.

The University of Fiji is very grateful to Late Dr Umanand Prasad for his vision in establishing the Medical School. He has left a legacy that shall benefit people in Fiji forever.

As we move to the seventh year in the MBBS programmes, we must ensure that what we offer our students is of the highest quality in terms of the curriculum, teaching, assessment, learning support, and resources. It is essential that work commence at the University for its various courses and programmes on offer to be fully accredited.

Furthermore, we have a Staff Policy Committee therefore, we need to develop a comprehensive staff development plan across the university, and also to introduce additional incentives from time-to-time to attract and retain high-quality staff. Incentives might include provision of medical benefits, and subsidizing the fees for courses taken by the children of staff.

Fund-raising, both for our loan scholarship scheme and for capital projects is vital, and we need to make a firm commitment to it, by assigning groups to target specific donors and specific areas.

It is exigent to develop working relationships with the University of the South Pacific and the National University of Fiji so that our students and staff can benefit from the extensive pool of academic expertise available in Fiji. For the growth and development of the University, we need to work in collaboration and partnership with relevant stakeholders.

20.0 FINANCIAL STATEMENTS

SHIKSHA (FIJI) LIMITED
T/A THE UNIVERSITY OF FIJI
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2013

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**T/A THE UNIVERSITY OF FIJI
GENERAL INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2013**

DIRECTORS

Kamlesh Arya
Bhuwan Dutt

Kamal Singh
Arun Padarath

Narendra Prasad
Shanti Saroj

ADMINISTRATION

Dr. Chandra Dulare
Acting Vice-Chancellor

BANKERS

Bank of Baroda, Suva, Fiji.
Westpac Banking Corporation, Suva, Fiji.
Merchant Finance, Suva

SOLICITORS

M. C. Lawyers

AUDITORS

Ernst & Young, Lautoka, Fiji.

REGISTERED OFFICE

The University of Fiji
Private Mail Bag
Saweni
Lautoka.

**T/A THE UNIVERSITY OF FIJI
DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2013**

In accordance with a resolution of the Board of Directors, the directors herewith submit the statement of financial position of the company as at 31 December 2013, the statement of comprehensive income and statement of cash flows for the year ended on that date and report as follows:

Directors

The names of the directors in office at the date of this report are:

Kamlesh Arya, Kamal Singh, Narendra Prasad, Bhuwan Dutt, Arun Padarath, and Shanti Saroj.

Principal Activities

The principal activities of the company comprise providing tertiary education for foundation, undergraduate, postgraduate and general education under the trading name of the University of Fiji. The company is an entity limited by guarantee as permitted under the Fiji Companies Act, 1983.

Results

The operating surplus for the year was \$955,265 (2012: \$417,292). No income tax was recorded as the company has been granted an exemption from income tax.

Dividends

The directors recommend that no dividend be paid for the year ended 31 December 2013 (2012: Nil).

Reserves

The directors recommend that no transfer be made to reserves within the meaning of the Seventh Schedule of the Companies Act 1983 .

Bad and Doubtful Debts

Prior to the completion of the company's financial statements, the directors took reasonable steps to ascertain that action had been taken in relation to the provision for doubtful debts. In the opinion of directors, adequate provision has been provided for doubtful debts.

As at the date of this report, the directors are not aware of any circumstances, which would render the amount written off for bad debts, or the provision for doubtful debts in the company, inadequate to any substantial extent.

Non-Current Assets

Prior to the completion of the financial statements of the company, the directors took reasonable steps to ascertain whether any non-current assets were unlikely to be realised in the ordinary course of business compared to their values as shown in the accounting records of the company. Where necessary these assets have been written down or adequate provision has been made to bring the values of such assets to an amount that they might be expected to realise.

As at the date of this report, the directors are not aware of any circumstances, which would render the values attributed to non-current assets in the company's financial statements misleading.

Going Concern

The financial statements have been prepared on a going concern basis, which contemplates the continuity of business activities and the realisation of assets and the payment of liabilities in the normal course of business. At 31 December 2013 the company's current liabilities exceeded its current assets by \$1,181,271. To be able to meet the company's obligations the Arya Pratinidhi Sabha of Fiji will continue to support the company financially by not demanding their loan to be repaid in the near future. To this effect a signed document from the Arya Pratinidhi Sabha of Fiji is being held by the company.

Unusual Transactions

Apart from these matters and other matters specifically referred to in the financial statements, in the opinion of the directors, the results of the operations of the company during the financial period were not substantially affected by any item, transaction or event of a material unusual nature, nor has there arisen between the end of the financial period and the date of this report any item, transaction or event of a material unusual nature likely, in the opinion of the directors, to affect substantially the results of the operations of the company in the current financial year, other than those reflected in the financial statements.

Events Subsequent to Balance Sheet Date

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

Other Circumstances

As at the date of this report:

- a) no charge on the assets of the company has been given since the end of the financial period to secure the liabilities of any other person;
- b) no contingent liabilities have arisen since the end of the financial period for which the company could become liable; and
- c) no contingent liabilities or other liabilities of the company has become or is likely to become enforceable within the period of twelve months after the end of the financial period which, in the opinion of the directors, will or may substantially affect the ability of the company to meet its obligations as and when they

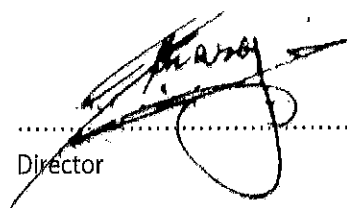
As at the date of this report, the directors are not aware of any circumstances that have arisen, not otherwise dealt with in this report or the company's financial statements, which would make adherence to the existing method of valuation of assets or liabilities of the company misleading or inappropriate.


Directors' Benefits

Since the end of the previous financial period, no director has received or become entitled to receive a benefit (other than those included in the aggregate amount of emoluments received or due and receivable by directors shown in the financial statements or received as the fixed salary of a full-time employee of the company or of a related corporation) by reason of a contract made by the company or by a related corporation with the director or with a firm of which he is a member, or with a company in which he has a substantial financial interest.

For and on behalf of the Board and in accordance with a resolution of the Directors.

Dated this 14th day of June 2015.


.....
Director


.....
Director

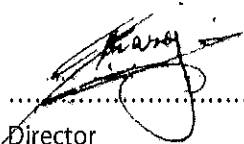
T/A THE UNIVERSITY OF FIJI
STATEMENT BY DIRECTORS
FOR THE YEAR ENDED 31 DECEMBER 2013

As at the date of this report:

- (a) the accompanying statement of comprehensive income of the company is drawn up so as to give a true and fair view of the results of the company for the year ended 31 December 2013;
- (b) the accompanying statement of financial position of the company is drawn up so as to give a true and fair view of the state of affairs of the company as at 31 December 2013;
- (c) the accompanying statement of cash flows of the company is drawn up so as to give a true and fair view of the cash flows of the company for the year ended 31 December 2013;
- (d) at the date of this statement there are reasonable grounds to believe the company will be able to pay its debts as and when they fall due; and
- (f) all related party transactions have been adequately recorded in the books of the company.

For and on behalf of the Board and in accordance with a resolution of the Directors.

Dated this 14th day of June 2015.


.....
Director


.....
Director

INDEPENDENT AUDIT REPORT

To the members of Shiksha (Fiji) Limited trading as The University of Fiji

Scope

We have audited the accompanying financial statements of Shiksha (Fiji) Limited trading as the University of Fiji, which comprise the statement of financial position as at 31 December 2013, the statement of comprehensive income and the statement of cash flows for the year then ended and a summary of significant accounting policies and other explanatory notes.

Directors' and Management's Responsibility for the Financial Statements

The directors and management are responsible for the preparation and fair presentation of these financial statements in accordance International Financial Reporting Standard for small and medium-sized entities and the requirements of the Companies Act, 1983. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Financial Statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Qualification

As disclosed in note 8 of the Financial Statements, land and improvements recorded at a written down value of \$299,934 are recorded as an asset of the company although legal title is in the name of the Arya Pratinidhi Sabha of Fiji.

Opinion

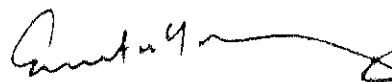
In our opinion of except for the effect on the financial statements of the matter referred to in the preceding paragraph:

- a) proper books of account have been kept by the company, so far as it appears from our examination of those books, and

- b) the accompanying financial statements which have been prepared in accordance with International Financial Reporting Standards for small and medium-sized entities:
- i) are in agreement with the books of account;
 - ii) to the best of our information and according to the explanations given to us:
 - a) give a true and fair view of the state of affairs of the company as at 31 December, 2013 and of the results and cash flows of the company for the year ended on that date; and
 - b) give the information required by the Fiji Companies Act, 1983 in the manner so required.

We have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of our audit.

Suva, Fiji
 2015



Ernst & Young
Chartered Accountants

T/A THE UNIVERSITY OF FIJI
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31 DECEMBER 2013

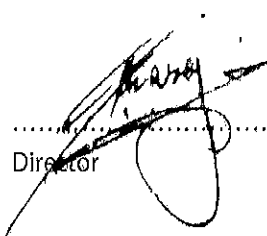
	Notes	2013	2012
		\$	\$
INCOME		\$	\$
Amortisation of deferred income		5,557	6,557
Donations		16,537	115,780
Fees	15	2,334,169	1,797,201
Government grant		3,000,000	3,000,000
Other income	2.1	1,400,729	629,944
		<u>6,756,992</u>	<u>5,549,482</u>
EXPENDITURE			
Advertising and marketing		201,217	160,910
Auditors remuneration	2.2	10,609	11,296
Bad and doubtful debts	2.2	311,753	121,413
Bank charges		13,326	15,055
Cleaning and sanitary		48,401	40,594
Council/other meeting cost		7,165	6,985
Depreciation and amortisation		769,350	683,140
Electricity		50,658	52,472
FNPF - employer contributions		209,319	209,167
FNU levy		4,631	3,830
Functions		10,284	10,798
General expenses	22	58,827	169,116
Graduation		42,096	18,785
Insurance		53,989	26,469
Interest	17	385,911	581,234
Legal fees		23,896	51,523
Photocopier rental		80,298	85,119
Rent and rates	19	31,760	32,881
Repairs and maintenance	18	303,660	150,965
Salaries and wages	16	2,731,387	2,334,390
Security		108,282	101,491
Stationery, printing and postage		70,518	71,857
Telephone, fax and internet		73,322	61,203
Traveling and accommodation	20	201,068	131,497
Total Expenditure		<u>5,801,727</u>	<u>5,132,190</u>
Net Surplus for the year was		955,265	417,292
Balance at the beginning was		1,404,140	986,848
Total accumulated funds		<u>2,359,405</u>	<u>1,404,140</u>


The statement of comprehensive income is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 11 to 21.

T/A THE UNIVERSITY OF FIJI
STATEMENT OF FINANCIAL POSITION
AS AT 31 December 2013

	Notes	2013 \$	2012 \$
CURRENT ASSETS			
Cash	3	1,100	688
Trade and other receivables	4	248,436	336,484
Inventories	5	179,003	157,401
Prepayments and other assets	6	34,241	50,825
TOTAL CURRENT ASSETS		462,780	545,398
NON-CURRENT ASSETS			
Trade and other receivables	4	321,010	287,377
Property, plant and equipment	7	10,042,749	9,569,036
Held to maturity investment	8	200,000	200,000
TOTAL NON-CURRENT ASSETS		10,563,759	10,056,413
TOTAL ASSETS		11,026,539	10,601,811
CURRENT LIABILITIES			
Trade and other payables	9	808,990	813,040
Deferred income	1(l)	5,064	11,454
Interest bearing borrowings	10	829,997	666,357
TOTAL CURRENT LIABILITIES		1,644,051	1,490,851
NON CURRENT LIABILITIES			
Interest bearing borrowings	10	6,667,317	7,376,475
Trade and other payables	9	355,766	330,345
TOTAL NON CURRENT LIABILITIES		7,023,083	7,706,820
TOTAL LIABILITIES		8,667,134	9,197,671
NET ASSETS		2,359,405	1,404,140
ACCUMULATED FUNDS			
Accumulated funds	11	2,359,405	1,404,140
SURPLUS IN SHAREHOLDERS' EQUITY		2,359,405	1,404,140

Signed on behalf of the Board of Directors


.....
Director


.....
Director

The statement of financial position is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 11 to 21.

T/A THE UNIVERSITY OF FIJI
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	2013 \$	2012 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Student fees		2,405,168	1,796,954
Government grants and donation		3,010,147	3,099,223
Other income		1,406,286	623,748
Payments to suppliers and employees		(4,556,612)	(4,192,556)
Interest and other costs of finance paid		(385,911)	(581,234)
Net cash flows provided by Operating Activities	12(i)	<u>1,879,078</u>	<u>746,135</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Acquisition of property, plant and equipment		<u>(1,333,148)</u>	<u>(1,441,461)</u>
Net cash flows (used in) Investing Activities		<u>(1,333,148)</u>	<u>(1,441,461)</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from interest bearing borrowings		-	3,330,895
Repayment of interest bearing borrowings		<u>(616,971)</u>	<u>(2,623,826)</u>
Net cash flows (used in)/provided by Financing Activities		<u>(616,971)</u>	<u>707,069</u>
 Net (decrease)/increase in cash held		 (71,041)	 11,743
 (Overdraft) at the beginning of the year		 (74,172)	 (85,915)
(Overdraft) at the end of the financial year	12(ii)	<u><u>(145,213)</u></u>	<u><u>(74,172)</u></u>

The accompanying notes form an integral part of this statement of cash flows.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared on a going concern basis, which contemplates the continuity of business activities and the realisation of assets and the payment of liabilities in the normal course of business. At 31 December 2013 the company's current liabilities exceeded its current assets by \$1,181,271. To be able to meet the company's obligations the Arya Pratinidhi Sabha of Fiji will continue to support the company financially by not demanding their loan to be repaid in the near future. To this effect a signed document from the Arya Pratinidhi Sabha of Fiji is being held by the company.

Furthermore, given that the Government of Fiji grant will reduce to \$2.5 million as announced in the 2015 budget, the continuing viability of the company is dependent upon stringent financial matters adopted by the directors and management to ensure the company maintains its profitability and generates positive working capital.

The financial statements have been drawn up in accordance with International Financial Reporting Standard for Small and Medium-sized Entities issued by the International Accounting Standards Board.

The principal accounting policies adopted by the company are stated to assist in a general understanding of these financial statements. The accounting policies adopted are consistent with those of the previous period except as stated otherwise.

All amounts are stated in Fijian dollars.

a) Basis of accounting

These financial statements have been prepared under the convention of historical cost accounting and do not take into account changing money valued or current valuations of non-current assets unless stated otherwise.

b) Trade and other receivables

Trade receivables are recognized at original invoice amount (inclusive of VAT) less any provision for uncollectible debts. Bad debts are written off during the year in which they become known. A specific provision is raised for any doubtful debts. Aggressive debtors collection is not practiced as the company plans to collect these by retaining graduation certificates unless full payment by the student or any other payment arrangement is made.

c) Cash and cash equivalents

Cash comprise cash at bank and short-term deposits with original maturities of 3 months or less. For the purposes of the statement of cash flows, cash and cash equivalents consist of cash and cash equivalents as defined above.

d) Property, plant and equipment

Plant and equipment is stated at cost, net of accumulated depreciation and/or accumulated impairment losses, if any. Such cost includes the cost of replacing part of the plant and equipment and borrowing costs for long term construction projects if the recognition criteria are met. When significant parts of property, plant and equipment are required to be replaced in intervals, the company recognises such parts as individual assets with specific useful lives and depreciation, respectively. Likewise, when a major inspection is performed, its cost is recognised in the carrying amount of the plant and equipment as a replacement if the recognition criteria are satisfied. All other repair and maintenance costs are recognised in the statement of comprehensive income as incurred.

Depreciation is calculated on a straight-line basis over the estimated useful life of the asset as follows:

Land and buildings	Amortised over the lease
Building	1.25%
Apparatus and Equipment	10%, 20%
Computers	33.33%
Furniture and Fittings	10%
Books	20%

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

d) Property, plant and equipment (continued)

An item of property, plant and equipment and any significant part initially recognised is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the statement of comprehensive income when the asset is derecognised.

The assets' residual values, useful lives and methods of depreciation are reviewed at each financial year end, and adjusted prospectively, if appropriate.

e) Inventories

Inventories have been valued at the lower of cost or net realisable value after allowances for damaged and obsolete inventory. Cost is determined on an average cost basis.

f) Trade and other payables

Liabilities for trade creditors and other amounts are carried at cost (inclusive of VAT where applicable) which is the fair value of the consideration to be paid in the future for goods and services received whether or not billed to the entity. Amounts payable that have been translated to local currency using the rates of exchange ruling at the end of the financial year.

g) Held to maturity investments

Held to maturity investments are recorded at fair value through the statement of comprehensive income.

h) Value Added Tax (VAT)

The entity was VAT exempt and hence all revenue and expenses are VAT inclusive.

i) Revenue recognition information

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the entity and the revenue can be reliably measured.

Revenue is recognised in the financial statements for the major activities as follows:

i) Government Contributions

The company treats operating contributions received from Government as revenue when the entitlement for the revenue is established.

ii) Student Tuition fees

The company recognises all student tuition fees when due.

j) Foreign currencies

Foreign currency transactions are translated to Fiji dollars at rates of exchange ruling at the dates of the transactions. Amounts receivable and payable in foreign currencies are converted to Fiji currency at the rates of exchange ruling at the balance sheet date. All exchange gains or losses whether realised or unrealised are included in the statement of comprehensive income.

k) Income tax

From 2011, The company is exempt from income tax in accordance with the provision of Section 17 of the Fiji Income Tax Act.

To write off deferred tax from prior years, tax effect accounting is adopted whereby the income tax expense is matched with the accounting profit after allowing for permanent differences. The future income tax benefit relating to tax losses and net cumulative timing differences in the company is not brought to account as an asset unless the benefit is virtually certain of realisation. Income tax on company's net cumulative timing differences is set aside to the deferred tax account or future income tax benefit account at current rates.

IKSHA (FIJI) LIMITED
A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	2013	2012
l) Deferred Income			
Donations received in the form of property, plant and equipment is treated as deferred income which is recognised as income on a systematic basis over the useful life of the asset.			
m) Comparatives			
Where necessary, the comparative figures have been adjusted to conform with changes in presentation in the current year.			
REVENUE AND EXPENSES		\$	\$
2.1 Other income			
Interest		101	23
Surplus from bookshop	13	14,453	14,409
Surplus from canteen	14	15,255	10,692
Surplus from workshop		23,227	7,243
Sundry income	21	19,907	14,541
Surplus from UPSM	23	1,158,311	602,668
Surplus from School of Law	24	169,475	(19,632)
		<u>1,400,729</u>	<u>629,944</u>
2.2 Expenses			
Auditors' remuneration - audit		8,500	8,500
- non audit		2,109	2,796
Bad debts		112,811	126,083
Doubtful debts		198,942	(4,670)
Other operating costs		2,362,067	2,083,857
Total operating expenses		<u>2,684,429</u>	<u>2,216,566</u>
<u>Finance costs</u>			
Interest		<u>385,911</u>	<u>581,234</u>
CASH		\$	\$
UPSM account		-	88
Cash on hand		1,100	600
		<u>1,100</u>	<u>688</u>
TRADE AND OTHER RECEIVABLES		\$	\$
Fees in arrears		656,467	537,361
Less provision for doubtful debts		(417,819)	(243,845)
		238,648	293,516
Student loan receivables - current		34,756	42,968
- non current		321,010	287,377
Less provision for doubtful debts		(24,968)	-
		<u>330,798</u>	<u>330,345</u>
		<u>569,446</u>	<u>623,861</u>

Student loan receivables shall be recovered by the company as follows:

- (i) within three years following completion of undergraduate degree;
- (ii) within eighteen months following completion of diploma or one year following completion of certificate; and
- (iii) for any other programme of study, within the equivalent period of time as that normally required for the completion of that programme of study, after the completion of that programme of study.

T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

	2013	2012
5. INVENTORIES	\$	\$
Canteen	3,057	2,401
Bookshop	69,060	58,014
Gowns	106,886	96,986
	<u>179,003</u>	<u>157,401</u>
6. PREPAYMENTS AND OTHER ASSETS	\$	\$
Deposits	10,443	7,843
Prepayments	23,798	42,982
	<u>34,241</u>	<u>50,825</u>
7. PROPERTY, PLANT AND EQUIPMENT	\$	\$
Leasehold land and Improvements	318,089	318,089
Less provision for amortisation	(18,155)	(15,077)
	<u>299,934</u>	<u>303,012</u>
Buildings	7,946,182	7,185,196
Less provision for depreciation	(325,828)	(231,612)
	<u>7,620,354</u>	<u>6,953,584</u>
Apparatus and equipment	1,573,922	1,421,668
Less provision for depreciation	(853,234)	(618,645)
	<u>720,688</u>	<u>803,023</u>
Computers	2,276,547	1,938,490
Less provision for depreciation	(1,639,354)	(1,222,470)
	<u>637,193</u>	<u>716,020</u>
Furniture and fittings	648,213	621,826
Less provision for depreciation	(288,001)	(224,563)
	<u>360,212</u>	<u>397,263</u>
Books	1,123,497	949,819
Less provision for depreciation	(719,129)	(553,685)
	<u>404,368</u>	<u>396,134</u>
TOTAL WRITTEN DOWN VALUE	<u>10,042,749</u>	<u>9,569,036</u>
(i) Reconciliations	\$	\$
Reconciliations of the carrying amounts of property, plant and equipment by class at the beginning and end of the financial year.		
Leasehold land and Improvements		
Carrying amount at beginning	303,012	306,091
Amortisation expense	(3,078)	(3,079)
	<u>299,934</u>	<u>303,012</u>
Buildings		
Carrying amount at beginning	6,953,584	6,125,839
Additions	760,986	911,502
Depreciation expense	(94,216)	(83,757)
	<u>7,620,354</u>	<u>6,953,584</u>

T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

			2013 \$	2012 \$
7. PROPERTY, PLANT AND EQUIPMENT - (Continued)				
Apparatus and equipment				
Carrying amount at beginning			803,023	866,426
Additions			152,254	159,819
Depreciation expense			(234,589)	(223,222)
			<u>720,688</u>	<u>803,023</u>
Computers				
Carrying amount at beginning			716,020	712,100
Additions			338,057	356,599
Depreciation expense			(416,884)	(352,679)
			<u>637,193</u>	<u>716,020</u>
Furniture and fittings				
Carrying amount at beginning			397,263	422,315
Additions			26,387	34,150
Depreciation expense			(63,438)	(59,202)
			<u>360,212</u>	<u>397,263</u>
Books				
Carrying amount at beginning			396,134	383,135
Additions			173,678	155,946
Depreciation expense			(165,444)	(142,947)
			<u>404,368</u>	<u>396,134</u>
TOTAL WRITTEN DOWN VALUE			<u>10,042,749</u>	<u>9,569,036</u>
8. HELD TO MATURITY INVESTMENT			\$	\$
Held to maturity investment			<u>200,000</u>	<u>200,000</u>
9. TRADE AND OTHER PAYABLES			\$	\$
Creditors and accruals	- current		808,990	813,040
Student loans payable	- non current		355,766	330,345
			<u>1,164,756</u>	<u>1,143,385</u>
10. INTEREST BEARING BORROWINGS			\$	\$
<u>Current</u>	<u>Maturity</u>	<u>Effective interest</u> <u>rate</u>		
Bank overdraft	On demand	1.2%	146,313	74,860
(a) Westpac Banking Corporation	2024	5.5%	92,785	88,013
(b) Westpac Banking Corporation	2014	5.5%	98,244	93,489
(c) Bank of Baroda	2018	5.5%	123,853	105,337
(d) Bank of Baroda	2016	5.5%	108,678	116,139
(e) Bank of Baroda	2021	5.5%	176,784	117,091
(f) Merchant Finance	2020	8.0%	41,917	35,714
(g) Merchant Finance	2020	8.0%	41,423	35,714
			<u>829,997</u>	<u>666,357</u>

T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

			2013	2012
			\$	\$
10. INTEREST BEARING BORROWINGS - (Continued)				
<u>Non Current</u>	<u>Maturity</u>	<u>Effective interest rate</u>		
(a) Westpac Banking Corporation	2024	5.5%	1,164,129	1,253,515
(b) Westpac Banking Corporation	2014	5.5%	12,657	101,707
(c) Bank of Baroda	2018	5.5%	538,656	633,802
(d) Bank of Baroda	2016	5.5%	323,217	368,405
(e) Bank of Baroda	2021	5.5%	1,115,013	1,265,442
(f) Merchant Finance	2020	8.0%	149,486	196,486
(g) Merchant Finance	2020	8.0%	155,932	202,439
(i) Arya Pratinidhi Sabha of Fiji	On demand	5.5%	3,208,227	3,354,679
			<u>6,667,317</u>	<u>7,376,475</u>

(a) Details of securities of the interest-bearing loan from Westpac Banking Corporation:

The loan from Westpac Banking Corporation is guaranteed by the Trustees of the Arya Pratinidhi Sabha of Fiji as mortgagor on the following properties:

- (i) Registered First Mortgage No. 183671 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: Title CL 130305.
- (ii) Registered Second Mortgage No. 399237 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: Title NL 11105.
- (iii) Registered First Mortgage No. 123354 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL 35/209.
- (iv) Registered First Mortgage No. 446242 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL 21299.
- (v) Registered Second Mortgage No. 443325 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CL No. 13116.
- (vi) Registered Second Mortgage No. 165905 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: NL No. 35/209.
- (vii) Registered First Mortgage No. 175627 by the Trustee for Fiji of the Arya Pratinidhi Sabha of Fiji over: L 164935.
- (viii) Registered First Mortgage No. 120273 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CT 6207.
- (ix) Registered Second Mortgage No. 245312 by the Trustees of the Arya Pratinidhi Sabha of Fiji over: CL 102489.

The loan is repayable at \$21,791 per month and interest rate of 5.5% per annum.

(b) Loan from Bank of Baroda

The loan from the Bank of Baroda is secured by:

- (i) First Registered Mortgage over CT No. 25684 situated at Ratu Mara Road, Samabula.
- (ii) First Registered Mortgage over Native Lease no. 5003530 situated at Lot 1 Saweni, Lautoka.
- (iii) Demand Promissory Note to be signed by the Trustees of the Arya Pratinidhi Sabha of Fiji.

The loan is repayable at \$44,195 per month and interest rate of 5.5% per annum.

(c) Internal Loans

Internal loans are loans from the Arya Pratinidhi Sabha of Fiji at an interest rate of 5.5% that have been used to supplement the capital and operating requirements of the company. These loans are not due for repayment in the near future and the Arya Pratinidhi Sabha of Fiji and its entities will continue to provide supplementary funding for ongoing financial requirements of the company.

T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

10. INTEREST BEARING BORROWINGS - (Continued)

(d) **Loan from Merchant Finance**

The loan from Merchant Finance is secured by:

(i) First Registered Mortgage over Commercial Crown Lease No. 16061 situated in Nadi Town.

(ii) Demand Promissory Note to be signed by the Trustees of the Arya Pratinidhi Sabha of Fiji.

The loan is repayable at \$9,286 per month and interest rate of 8% per annum.

11. ACCUMULATED FUNDS	2013	2012
	\$	\$
The Company operates under the "University of Fiji Decree 2011" to serve the post secondary educational needs of the communities of Fiji and any other global communities' that wish to receive tertiary education at the company. The transfer of legal ownership from a company by guarantee to an educational institute has not been effected at the date of the financial statements.		

12. NOTES TO THE STATEMENT OF CASH FLOWS	\$	\$
(i) Reconciliation of surplus to net cash inflows from Operating Activities:		
Operating surplus after income tax	955,265	417,292
Add non-cash items:		
Amortisation of deferred income	(6,390)	(16,557)
Depreciation	977,649	864,886
Interest received	-	23,548
Provision for doubtful debts	198,942	(4,670)
Items classed as investing activities:		
Movement in payables for property, plant and equipment	(118,214)	(176,555)
Net cash provided by Operating Activities before	2,007,252	1,107,944
Changes in operating assets and liabilities:		
(Increase)/decrease in trade and other receivables	(110,894)	35,621
Decrease/(increase) in prepayments and other assets	(17,049)	(72,169)
(Increase) in Inventory	(21,602)	(15,293)
Increase/(decrease) in trade and other payables	21,371	(309,968)
Net Cash Flows provided by Operating Activities	1,879,078	746,135
(ii) Reconciliation of cash:		
For the purpose of the statement of cash flows, cash comprises of cash at bank. Cash as at the end of the financial year as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:		
Bank overdraft	(146,313)	(74,860)
Cash at bank	-	88
Cash on hand	1,100	600
	(145,213)	(74,172)

T/A THE UNIVERSITY OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2013

	2013	2012
13. BOOKSHOP TRADING ACCOUNT	\$	\$
Bookshop sales	135,772	149,268
Less: Cost of Sales		
Opening stock	58,014	45,458
Purchases	124,203	136,615
Wages	8,162	10,800
	190,379	192,873
Less: Closing stock	(69,060)	(58,014)
	121,319	134,859
Surplus transferred to statement of comprehensive income	14,453	14,409
14. CANTEEN TRADING ACCOUNT	\$	\$
Canteen sales	263,456	249,071
Less: Cost of Sales		
Opening stock	2,401	3,392
Purchases	201,544	190,929
Wages	47,313	46,459
	251,258	240,780
Less: Closing stock	(3,057)	(2,401)
	248,201	238,379
Surplus transferred to statement of comprehensive income	15,255	10,692
15. FEES	\$	\$
Tuition fees	2,233,375	1,741,561
General fees	100,794	55,640
	2,334,169	1,797,201
16. SALARIES & WAGES	\$	\$
Senior management	695,350	787,703
Administration and support staff	345,750	306,034
Per diems	131,245	68,629
Academic staff	1,559,042	1,172,024
	2,731,387	2,334,390
17. INTEREST	\$	\$
Interest on bank loans	232,324	320,865
Interest on internal loans	153,587	260,369
	385,911	581,234
18. REPAIRS & MAINTENANCE	\$	\$
Building maintenance	255,960	118,436
Compound maintenance	10,750	9,875
Equipment maintenance	36,950	22,654
	303,660	150,965
19. RENT AND RATES	\$	\$
Land rental	15,480	15,645
Office rental - Administration/Finance	8,400	10,800
Water rates	7,880	6,436
	31,760	32,881

	2013 \$	2012 \$
20. TRAVELLING AND ACCOMMODATION		
Local traveling and accommodation	139,082	88,901
Overseas travelling and accommodation	61,986	42,596
	<u>201,068</u>	<u>131,497</u>
21. SUNDRY INCOME		
Hire charges	9,492	9,225
Library receipts	9,705	4,156
Student lockers	710	1,160
	<u>19,907</u>	<u>14,541</u>
22. GENERAL EXPENSE		
Sub OHS	18,448	9,558
Valuation Fees	-	920
Penalties	6,424	124,990
Medical	502	615
Immigration - work permit fees	10,094	5,712
Staff development	23,359	27,321
	<u>58,827</u>	<u>169,116</u>
23. UMANAND PRASAD SCHOOL OF MEDICINE (UPSM) ACCOUNT		
Income		
Donation	166,000	166,000
Interest	4,500	7,273
MBBS Fees	<u>2,666,563</u>	<u>2,012,500</u>
	<u>2,837,063</u>	<u>2,185,773</u>
Less expenditure		
Advertising	5,565	4,733
Bad and doubtful debts	58,623	90,570
Bank charges	1,907	2,549
Cleaning and sanitary	23,750	7,895
Depreciation	179,478	150,505
Electricity	8,046	7,600
Functions and meetings	300	895
FNPF - employer contributions	78,929	83,172
Insurance	13,254	4,582
Interest	39,997	57,709
Photocopier rental	23,724	21,750
Rent	50,000	24,000
Repairs and maintenance	19,908	17,654
Salaries and wages	1,093,660	1,039,718
Security	29,750	28,470
Stationery and printing	12,161	12,855
Telephone, fax and internet	6,000	5,400
Travelling and accommodation	33,700	23,048
	<u>1,678,752</u>	<u>1,583,105</u>
Surplus transferred to statement of comprehensive income	<u>1,158,311</u>	<u>602,668</u>

24. SCHOOL OF LAW	2013	2012
Income	\$	\$
Deferred income	833	10,000
Law fees	748,840	583,421
	<u>749,673</u>	<u>593,421</u>
Less expenditure		
Advertising	6,475	5,785
Bad and doubtful debts	72,411	31,862
Cleaning and sanitary	5,420	4,250
Depreciation	28,821	31,241
Electricity	1,336	2,400
Functions and meetings	1,517	485
FNPF - employer contributions	23,487	32,355
Photocopy	17,164	4,875
Rent	18,000	18,000
Repairs and maintenance	14,617	18,750
Salaries and wages	323,610	404,441
Security	32,960	29,970
Stationery and printing	9,765	7,958
Travelling and accommodation	7,865	7,481
Telephone, fax and internet	16,750	13,200
	<u>580,198</u>	<u>613,053</u>
Surplus/(Deficit) transferred to statement of comprehensive income	<u>169,475</u>	<u>(19,632)</u>

25. RELATED PARTY DISCLOSURES

The Directors of Shiksha (Fiji) Limited during the financial year were:

Kamlesh Arya	Kamal Singh	Narendra Prasad
Bhuwan Dutt	Arun Padarath	Shanti Saroj

Related party balances

Included in payables at year end is the following related party balances:

(a) <u>Non-current</u>	\$	\$
Internal loan from the Arya Pratinidhi Sabha of Fiji	<u>3,208,227</u>	<u>3,354,679</u>

During the year, Shiksha (Fiji) Limited traded with its related entities, the Arya Pratinidhi Sabha of Fiji and Pundit Vishnu Deo Memorial College. The amounts included in the determination of net surplus that resulted from transactions with related entity were as follows:

Interest on internal loan	<u>\$ 153,587</u>	<u>\$ 260,369</u>
<u>Pundit Vishnu Deo Memorial College</u>	\$	\$
Rent expense	<u>8,400</u>	<u>10,800</u>
<u>DAV Girls College</u>	\$	\$
Rent expense	<u>18,000</u>	<u>18,000</u>

26. PRINCIPAL BUSINESS ACTIVITIES

The principal activities of the company comprise providing tertiary education for foundation, undergraduate, postgraduate, Masters, Doctoral and general education.

27. CAPITAL COMMITMENTS

Capital commitments for the financial year 2013 is \$2,600,000. (2012: \$500,000). This relates to the expansion of the Suva Campus. This will be financed through a secured loan from the Bank of Baroda and internal loan from Arya Pratinidhi Sabha of Fiji.

28. SUBSEQUENT EVENTS

No matters or circumstances have arisen since the end of the financial year which significantly affected or may significantly affect the operations of the company, the results of those operations, or the state of affairs of the company in future financial years.

29. GOING CONCERN

The financial statements have been prepared on a going concern basis, which contemplates the continuity of business activities and the realisation of assets and the payment of liabilities in the normal course of business. At 31 December 2013 the company's current liabilities exceeded its current assets by \$1,181,271. To be able to meet the company's obligations the Arya Pratinidhi Sabha of Fiji will continue to support the company financially by not demanding their loan to be repaid in the near future. To this effect a signed document from the Arya Pratinidhi Sabha of Fiji is being held by the company.

30. (a) LOAN SCHEME

This scheme is operated by The University of Fiji's Loans Committee as per the approval of the Council and specific request of the donors. Scholarships are granted on application to students who are facing financial hardship but demonstrate academic excellence.

(b) STUDENTS LOAN FUNDS

This fund is operated by The University of Fiji's Scholarships and Loans Committee as per the approval of the Council. The students loan fund is a pool of donor funds which are disbursed as loans to students who face financial hardships but have satisfactory academic performance. Recipients enter into an undertaking to repay.

31. SIGNIFICANT EVENTS DURING THE YEAR

The Financial Delegation of the company was approved by the Council on 30th of November, 2013 which identifies where the authorities lies within the University for making particular types of decision in the name of and on behalf of the University.