

**University of Education Winneba**  
**Division of Academic Affairs - Student Records Office**  
**Staff ID Cards Replacement Photoshoot Schedule**

<b>Senior Members</b>	
<i>Date: Monday, 28th January, 2019</i>	
<i>Venue: Foyer at the Division of Human Resources</i>	
<b>Department</b>	<b>Time</b>
Office of the Registrar	<b>8:00am - 10:00am</b>
Office of the Vice Chancellor	
Office of Pro-Vice Chancellor	
Procurement	
Finance	
Internal Audit	
Directorate of Health Services	<b>10:00am - 12:00pm</b>
Directorate of ICT Services	
Directorate of Security Services	
Division of Human Resources	
Division of Operations	
Division of Publications and Communication	
Division of Academic Affairs	
Division of Facilities Management (Estate)	
Office of the Dean of Student Affairs	
Alumini Relations Office	
Gender Mainstreaming Directorate	
Office for Institutional Advancement	
University Farms	
Transport	
Halls	
Library	
Quality Assurance Directorate	<b>1:00pm - 2:00pm</b>
Centre for International Programs	
Works and Physical Development	
HIV/AIDS Unit	
Counselling Centre	
Centre for Hearing and Speech Services (CHSS)	
Faculty of Educational Studies	<b>2:00pm - 5:00pm</b>
Faculty of Foreign Languages Education and Communication	
Faculty of Science Education	
Faculty of Ghanaian Languages Education	
Faculty of Social Sciences Education	
Faculty of Ghanaian Languages Education	
Institute for Educational Research and Innovation (IERIS)	
Institute for Teacher Education and Continuing Professional Development (ITECPD)	
School of Business	
School of creative arts	
School of Graduate Studies	

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<b>Senior Staff</b>		
<i>Venue: Foyer at the Division of Human Resources</i>		
<b>Department</b>	<b>Date</b>	<b>Time</b>
Directorate of Security Services	<b>Tuesday, 29th January, 2019</b>	<b>8:00am - 10:pm</b>
Transport		
Office of the Vice Chancellor		<b>10:00am -12:00pm</b>
Office of Pro-Vice Chancellor		
Office of the Registrar		
Finance		
Procurement		
Internal Audit		
Directorate of Health Services		
Directorate of ICT Services		
Division of Human Resources		
Division of Operations		
Division of Publications and Communication		
Division of Academic Affairs		<b>3:00pm - 5:00pm</b>
Division of Facilities Management (Estate)		
Office of the Dean of Student Affairs		
Alumini Relations Office		
Gender Mainstreaming Directorate		
Office for Institutional Advancement		
University Farms		
Halls	<b>Wednesday, 30th January, 2019</b>	<b>8:00am - 12:00pm</b>
Library		
Works and Physical Development		
Quality Assurance Directorate		
Centre for International Programs		
HIV/AIDS Unit		
Counselling Centre		
Centre for Hearing and Speech Services (CHSS)		
Educational Resource Centre		
Faculty of Educational Studies		
Faculty of Foreign Languages Education and Communication		
Faculty of Science Education		
Faculty of Social Sciences Education		
Faculty of Ghanaian Languages Education		
Institute of Distance and e-Learning (IDeL)		
Institute for Educational Research and Innovation (IERIS)		<b>3:00pm - 5:00pm</b>
Institute for Teacher Education and Continuing Professional Development (ITECPD)		
School of Business		
School of creative arts		
School of Graduate Studies		

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<b>Junior Staff</b>		
<i>Venue: Foyer at the Division of Human Resources</i>		
<b>Department</b>	<b>Date</b>	<b>Time</b>
Directorate of Security Services	<b>Thursday, 31st January, 2019</b>	<b>8:00am - 10:pm</b>
Transport		
Office of the Vice Chancellor		<b>10:00am -12:00pm</b>
Office of Pro-Vice Chancellor		
Office of the Registrar		
Finance		
Procurement		
Internal Audit		
		<b>1:00pm - 3:00pm</b>
Directorate of Health Services		
Directorate of ICT Services		
Division of Human Resources		
Division of Operations		
Division of Publications and Communication		<b>3:00pm - 5:00pm</b>
Division of Academic Affairs		
Division of Facilities Management (Estate)		
Office of the Dean of Student Affairs		
Alumini Relations Office		
Gender Mainstreaming Directoratre		
Office for Institutional Advancement		
University Farms		<b>Friday, 1st February, 2019</b>
Halls	<b>8:00am - 12:00pm</b>	
Library		
Works and Physical Development		
Quality Assurance Directorate		
Centre for International Programs		
HIV/AIDS Unit		
Counselling Centre		
Centre for Hearing and Speech Services (CHSS)		
Educational Resource Centre		
Faculty of Educational Studies	<b>1:00am - 3:00pm</b>	
Faculty of Foreign Languages Education and Communication		
Faculty of Science Education		
Faculty of Social Sciences Education		
Faculty of Ghanaian Languages Education		
Institute of Distance and e-Learning (IDeL)		
	<b>3:00pm - 5:00pm</b>	
Institute for Educational Research and Innovation (IERIS)		
Institute for Teacher Education and Continuing Professional Development (ITECPD)		
School of Business		
School of creative arts		
School of Graduate Studies		