



# جامعة قناة السويس

Suez Canal University

International Student's guide to  
postgraduate studies  
Faculty of Nursing  
(2022/2023)



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## Faculty of Nursing, Suez Canal University

The Faculty of Nursing was established in Ismailia after the issuance of Presidential Decree No. 276 in 2006, and the actual study began in the same year, in response to the region's needs for the nursing categories, which represent a large and important sector in the field of health care.

The Faculty is located within the Suez Canal University campus at kilometer 4.5 on the ring road in Ismailia Governorate. The college has two buildings (the administrative building on an area of 1,000 square meters and the terrace building on an area of 2,200 square meters).

The Faculty undertakes the task of graduating nursing specialists who are characterized by competence and high-quality performance in a world in which quality assurance and improvement of performance has become a project for which it recruits a large part of its economies and scholars, in which countries compete to provide individuals who are able to provide preventive and curative services within the framework of the community's needs.

The Faculty of Nursing at Suez Canal University was accredited after the visit of the National Authority for Quality Assurance of Education and Accreditation as an accredited faculty on 19/7/2017.

Then the Faculty of Nursing, Suez Canal University adopted a new method of education based on:

- Problem Based Learning
- Community Based Education
- Integration of Nursing Sciences with Medical Sciences and Humanities.
- Competency Based Learning.
- Evidence Based Nursing Education
- Multi Professional Education





### **The vision of the Faculty of Nursing**

“The Faculty of Nursing, Suez Canal University aspires to be a leader in nursing education, scientific research, community service and health care internationally.”

### **The Mission of the Faculty of Nursing**

“The Faculty of Nursing, Suez Canal University is committed to graduate a qualified nursing specialist who is able to provide distinguished health care through educational, research and skill competencies that contribute to the health development of society and gain a competitive advantage in a professional and ethical framework in light of digital transformation locally and regionally.”

#### **Objectives of the Faculty of Nursing:**

1. Enhancing the effectiveness of teaching, learning, the educational environment and scientific facilities in light of the changes taking place locally, regionally and globally.
2. Activate the performance of the inter-programs.
3. Promoting international contracts in scientific research and student and faculty staff exchange.
4. Supporting performance in research projects and activating environmental research.
5. Supporting the establishment of shared academic degrees at the international level.
6. Enhancing the faculty role in community service and activating its role in developing the environment and confronting the effects of global warming.

7. Supporting effective partnerships with civil society organizations and the investment sector.
8. Activating the faculty role to contribute to the development of the Suez Canal axis.
9. Developing the infrastructure and strengthening the electronic infrastructure to promote digital transformation.
10. Optimization of self-resources.
11. Strengthening the faculty quality system for the continuity of national accreditation and in pursuit of international accreditation.
12. Developing the performance of the teaching staff and the administrative staff and supporting the workload of the teaching staff.
13. Developing the life skills of students, graduates, the administrative staff, and the teaching staff.
14. Strengthening leadership and governance

#### **Scientific departments of the faculty are:**

*The faculty has 6 scientific departments:*

- 1- Medical surgical nursing department
- 2- Pediatric nursing department
- 3- Obstetric nursing department
- 4- Family and community health nursing department
- 5- Nursing administration department
- 6- Psychiatric nursing department



## Postgraduate educational programs

### ➤ Study in the traditional semester system

#### Master's degree

#### **Admission requirements: Article (2)**

*For a student to register for a master's degree, the following is required:*

1. The student must have obtained a bachelor's degree in nursing from a university in the Arab Republic of Egypt with a grade of at least "good" or an equivalent degree from a faculty or other scientific institute recognized by the Supreme Council of Universities.
2. The student's grade in the major should not be less than good.
3. The student must have practiced the nursing profession for a period of no less than two years after the training year in a public or private hospital or other scientific institute, or he must have practiced work as a teaching assistant or specialist at the faculty of nursing at a university for a period of not less than one year.
4. The student devotes himself to studying for at least one year.
5. Enrollment for a master's degree takes place during the month of August, provided that studies begin in October each year.

#### **Documents required for enrollment in the master's degree:**

1. Bachelor's degree. (Not less than good)
2. Experience certificate. (Not less than one year after the training year)
3. Certificate of Excellence.
4. Certificate of cumulative appreciation.
5. Birth certificate.
6. A copy of the identity card.
7. Certificate of completion of military service (for males).
8. 6 personal photos.
9. 1 pound stamp.

10. A declaration that the student is not registered for postgraduate studies in any other university.
11. A request submitted to Prof. Vice Dean for Graduate Studies Affairs.
12. The approval of the employer.
13. The answer is that the study period is emptied.
14. 2 plastic pedals.

#### **Study completion requirements: Article (3)**

*To obtain a master's degree in nursing sciences, a student must:*

1. Satisfactorily attend the academic courses, clinical and practical exercises stipulated in Articles (7 and 8) of these regulations and being successful in them.
2. Conduct scientific research on a topic approved by the Council of Graduate Studies and Research at the university based on the proposal of the department council and the approval of the faculty council.
3. Present the results of his research through a letter accepted by the judging committee after discussing it therein.
4. The thesis may not be submitted until at least one year has passed from the date of the approval of the Faculty Council on the registration of the research topic.

#### **Study system: Article (4)**

The study includes academic courses for a period of ten months divided as follows:

1. A preliminary study for a period of 12 weeks (first semester).
2. Specialized study in nursing branches for a period of 28 weeks (second and third semesters)



### Preparatory Courses: Article (5)

The preliminary study includes the following courses:

Courses	Number of hours per week	
	Theoretical	Practical
1. Biostatistics	2	-
2. Research methodology	2	-
3. Educational psychology	2	-
4. Study of society and its health problems	2	-
5. Behavioral sciences in management	2	-
6. Modern concepts in nursing	2	-
7. Teaching methods	2	-
8. English	2	-
9. Computer sciences	2	4
<b>Total</b>	<b>18</b>	<b>4</b>

### Specialized Courses: Article (6)

The specialized study includes the courses shown below in the following branches:

#### 1- Master's degree in medical surgical nursing: -

Courses	Number of hours per week	
	Theoretical	Practical
1. Medical surgical nursing	4	18
2. Seminars in new trends	2	-
3. Surgery and its branches	2	-
4. Medical diseases and their branches	2	-
5. Anatomy	2	-
6. Pathophysiology	2	-
7. The strategy of medical and surgical nursing education and health education	2	-
<b>Total</b>	<b>16</b>	<b>18</b>

#### 2- Master's degree in pediatric nursing: -

Courses	Number of hours per week	
	Theoretical	Practical
1. Pediatric nursing	4	18
2. Seminars in new trends	2	-
3. Family and society studies and population studies	2	-
4. Embryology and genetics	1	-
5. Pathophysiology	1	-
6. Anatomy	1	-
7. Child psychology and the psychology of children with special needs	2	-
8. Pediatric medicine	2	-
9. Pediatric surgery	1	-
<b>Total</b>	<b>16</b>	<b>18</b>

#### 3- Master's degree in obstetric nursing: -

Courses	Number of hours per week	
	Theoretical	Practical
1. Gynecological nursing and family planning	2	9
2. Generate	2	9
3. A seminar in the field of specialization	2	-
4. Family and community studies and population studies	2	-
5. Obstetrics and gynecology	2	-
6. Anatomy of the pelvis	1	-
7. Embryology and genetics	1	-
8. Women's psychology	1	-
9. Maternity and childcare services	2	-
<b>Total</b>	<b>15</b>	<b>18</b>

The student must complete the number of natural births approved by the Nursing Syndicate to grant a license to practice the profession (obstetrics).





#### 4- Master's degree in community health nursing: -

Courses	Number of hours per week	
	Theoretical	Practical
Community family health nursing	4	18
Seminar in the field of specialization	2	-
Family and community studies and population studies	2	-
Anthropology	1	-
Epidemiology	1	-
Planning and managing health services	2	-
Health education	1	-
family medicine	1	-
community medicine	2	-
<b>Total</b>	<b>16</b>	<b>18</b>

#### 5- Master's degree in psychiatric nursing: -

Courses	Number of hours per week	
	Theoretical	Practical
1. Psychiatric and mental nursing	4	18
2. A seminar in the field of specialization	2	-
3. Family and society studies and population studies	2	-
4. Psychophysiological	2	-
5. Psychology theories and its applications	2	-
6. Psychiatry and psychiatry	2	-
7. Human Relations	1	-
<b>Total</b>	<b>15</b>	<b>18</b>

#### 6- Master's degree in nursing administration: -

Courses	Number of hours per week	
	Theoretical	Practical
1. Administrative strategies for nursing services	4	9
2. Quality assurance in nursing	2	3
3. Seminar in the field of specialization	2	-
4. Theories in nursing administration	1	-
5. Nursing services evaluation	2	-
6. Preparing and developing curricula	2	-
7. Teaching strategies in nursing education	2	-
<b>Total</b>	<b>15</b>	<b>18</b>

#### Duration of study in the master's degree: Article (7)

The duration of study and research for obtaining a master's degree in nursing sciences is at least two years from the date of approval by the faculty council to register for the degree. The student may not remain enrolled in a master's degree in nursing sciences for more than four years, and the faculty council may authorize him for an exceptional year as a last chance to complete his studies on the proposal of the supervisor. The approval of the relevant department council.

#### Exam System: Article (8)

1. The student takes the exam in the preliminary study courses (first semester) and specialized study courses (second and third semester) after the end of the specified period for each study.
2. To enter the specialized study exam, it is required to pass the preliminary study courses



**Exams are held for all majors as follows: Article (9)**

1. In January, the examination for preliminary courses (first semester) and specialized courses (second semester) will be held.
2. The preliminary courses exam (second semester) will be held in June.
3. The specialized courses exam will be held in September (first semester).

**Article (10):**

A student who fails an exam in any academic course must retake the exam in the course in which he failed.

**Article (11):**

The student is considered to have failed in the course if he obtained in the written exam less than 30% of the grade and no grades were collected for him.

**Article (12):**

The faculty, based on the proposal of the relevant departmental councils and the Graduate Studies and Research Committee, deprives the student of entering the exam if his attendance rate is less than 75%.

**Article (13):**

A student who fails or is absent from any course obtains an acceptable report in the course after succeeding in it upon repetition, unless he presents an acceptable excuse for the absence.

**Article (14):**

The theoretical course grades are calculated at fifty points for each theoretical hour. As for the nursing courses that include theoretical and practical, their grades are calculated at fifty points for each theoretical hour, and fifty degrees for every 3 practical hours. The grades for each course shall be distributed at 50% for the written test, 30% for the work of the year, and 20% for the oral test.

**Evaluation Methods: Article (15)**

The passing grades in the master's degree subjects and the general grade are calculated as follows: -

Grade	Percentage
Excellent	85% or more
Very well	75% to less than 85%
Good	65% to less than 75%
Acceptable	60% to less than 65%
Weak (fail)	30% to less than 60%
Very weak (fail)	Less than 30%

**Article (16):**

The final grade for a master's degree is calculated as follows:  
35% for preliminary courses.  
65% for specialized courses.

**Article (17):**

The Council of Suez Canal University grants, upon the request of the Faculty of Nursing, a master's degree in nursing sciences for one of the following specializations:

- 1- Medical and surgical nursing department
- 2- Pediatric nursing department
- 3- Obstetric nursing department
- 4- Family and community health nursing department
- 5- Nursing administration department
- 6- Psychiatric nursing department

**Expenses required to enroll in a master's degree**

Category	Cost in pounds
Master's student (member of an associate within the faculty)	4.00
Internal student (an employee from within the university)	1425.75
External student (from outside the university)	2584.25





### **Doctoral degree**

#### **Admission requirements: Article (18)**

*For a student to register for a PhD in Nursing, the following is required:*

1. The student must have obtained a master's degree in the specialization subject or one of the related disciplines with a grade of at least "good" from one of the universities in the Arab Republic of Egypt, or another equivalent academic degree recognized by the Supreme Council of Universities.
2. To pass the English language test (TOEFL) with a minimum score of 450, provided that no more than two years have passed since the last assessment.
3. The applicant for a doctorate degree in nursing submits an outline (protocol) of the research he intends to do, and the department council appoints a committee to supervise the thesis from among the professors and assistant professors.

#### **Documents required for enrollment in the PhD stage:**

1. Bachelor's degree.
2. Experience certificate.
3. Certificate of Excellence.
4. Master's degree certificate.
5. Birth certificate.
6. Master's degree.
7. TOEFL certificate.
8. A copy of the identity card.
9. Certificate of completion of military service (for males).
10. Discussion letter (protocol).
11. 6 personal photos.
12. 1 pound stamp.
13. A declaration that the student is not registered for postgraduate studies in any other university.
14. A request submitted to Prof. Dr. / Vice Dean for Graduate Studies Affairs.
15. The approval of the employer.
16. The answer is that the study period is emptied.
17. 2 plastic dots.

#### **Requirements to complete the study: Article (19)**

*Conditions for a student to obtain a PhD in Nursing are as follows:*

1. To conduct a research on a topic approved by the Council of Graduate Studies and Research based on the proposal of the Department Council and the approval of the Faculty Council.
2. The student present the results of his research through a letter that will be accepted by the judging committee after discussing it. The thesis may not be discussed except after at least two years from the date of approval of the registration of the subject.
3. The student attend the seminars stipulated in Article (22) in a satisfactory manner.
4. The student must pass the written and oral examinations stipulated in Article (27) of these regulations, and his name must be registered at least one month before his due date.

#### **Study system: subjects (20, 21, 22)**

##### **Article (20)**

The study begins in October of each year.

##### **Article (20)**

The Faculty Council, based on the recommendation of the main supervisor, and after taking the relevant department council, may assign the student to attend courses he deems relevant to the research topic.

##### **Courses Article (22):**

The student is obligated to attend seminars after agreeing to register the subject of the thesis. These seminars take place in two semesters of (15 weeks) each. The following tables show the distribution of these seminars over the two semesters:



### First semester:-

Article	Number of weekly hours
Seminars on recent topics and trends in nursing.	3 hours theory
Nursing seminars (in the field of specialization).	3 hours theory
Seminars in the basic sciences related to the branch of specialization	3 hours theory
<b>Total</b>	<b>9 hours</b>

### Second semester:-

Article	Number of weekly hours
Nursing seminars in the field of specialization.	3 hours theory
Seminars in the basic sciences related to the branch of specialization	3 hours theory
<b>Total</b>	<b>6 hours</b>

### Exam system: Article (23)

The examination is held in the theoretical study of the PhD degree after the end of the specified period of study in June and September of each year.

### Duration of registration in the PhD degree: Article No. (24)

A student may not remain registered for a doctoral degree for more than four years without taking his exam. The college council, based on the report of the main supervisor and the approval of the department council, may give the student an additional period of maximum two years, and the student's enrollment is canceled after six years from the date of registration and when the student takes the exam once One then considers his opportunity to advance open.

### Article No. (25):

The student does not obtain a doctorate degree in nursing until he/she passes the exam (written and oral exams).

### Article No. (26):

The doctoral certificate states the subject of the thesis approved by the judging committee.

### Article No. (27):

The examination referred to in Article (25) includes written and oral examinations according to the following: -

#### Doctorate Degree in Medical Surgical Nursing

Test	Score
Three-hour written exam in medical surgical nursing	100
A three-hour written exam in the branches of the specialty of medical surgical nursing	100
A three-hour written exam in the basic sciences related to the branch of specialization (adult medicine and surgery).	100
General oral exam.	100
<b>Total</b>	<b>400</b>

#### Doctorate Degree in Pediatric Nursing

Test	Score
Three-hour written exam in pediatric nursing	100
A three-hour written exam in the branches of the specialty of pediatric nursing	100
A three-hour written exam in the basic sciences related to the branch of specialization (pediatric medicine and surgery).	100
General oral exam.	100
<b>Total</b>	<b>400</b>





### Doctorate Degree in Obstetric Nursing

Test	Score
Three-hour written exam in obstetric nursing	100
A three-hour written exam in the branches of the specialty of obstetric nursing	100
A three-hour written exam in the basic sciences related to the branch of specialization (obstetric medicine and surgery).	100
General oral exam.	100
<b>Total</b>	<b>400</b>

### Doctorate Degree in Community and Family Health Nursing

Test	Score
Three-hour written exam in community and family health nursing	100
A three-hour written exam in the branches of the specialty of community and family health nursing	100
A three-hour written exam in the basic sciences related to the branch of specialization (community medicine and family medicine).	100
General oral exam.	100
<b>Total</b>	<b>400</b>

### Doctorate Degree in Psychiatric Nursing

Test	Score
Three-hour written exam in psychiatric nursing	100
A three-hour written exam in the branches of the specialty of psychiatric nursing	100
A three-hour written exam in the basic sciences related to the branch of specialization (psychiatric medicine and physiological psychology).	100
General oral exam.	100
<b>Total</b>	<b>400</b>

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### Doctorate Degree in Nursing Administration

Test	Score
Three-hour written exam in nursing administration	100
A three-hour written exam in the branches of the specialty of nursing administration	100
A three-hour written exam in the basic sciences related to the branch of specialization (advanced management theories).	100
General oral exam.	100
<b>Total</b>	<b>400</b>

#### Article No. (28): -

For the student to pass the doctoral exam, he must pass all the prescribed exams and in each part of them separately. If the student fails the exam for any part of the doctoral degree exams, the student repeats the exam in all parts.

#### Expenses required to register for a PhD

Category	Cost in EGP
PhD student (member of an associate body within the faculty)	4.00
Internal student (an employee from within the university)	1786.30
External student (from outside the university)	322.52

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# Professional Diploma in Quality of Healthcare

(Credit Hours System)

2022

## Introduction

The College of Nursing (Nursing Administration Department) has been keen to activate the professional diploma for health care quality in order to help the nursing team on how to apply the basics, concepts and theories of quality management in health care and to identify the most important applications of quality in hospitals and health centers to reach the highest quality of performance at the lowest possible cost.

## About the program:

The professional diploma in health care quality helps the nursing team on how to apply the basics, concepts and theories of quality management in health care and to identify the most important applications of quality in hospitals and health centers to reach the highest quality at the lowest possible cost.

## The desired objectives:

- Awareness of knowledge and experience related to the application of quality management in health institutions.
  - Applying quality standards in the health sector.
  - Dealing with modern quality tools in the health sector.
  - Implementing patient safety activities
  - Work as part of a health team
  - Commitment to the ethical values of practicing health professions.
- Follow the proper methods in managing resources in the health sector
- Awareness of knowledge and experience related to accreditation requirements in the health sector





### Timetable for admission, registration and study

The appointment	the program	
Two weeks before study	Course registration	
first week	Continuing registration of courses for new students	
second week	Late registration may be registered after the approval of the Vice Dean for Postgraduate Studies in the event of compelling reasons. Request to add or delete any course (the deleted course does not appear in the academic record).	
the third week	Submit a request to withdraw from a course up to the twelfth week (the hours of this course are not counted, and the student is given a grade of withdrawing (W)).	
fourth week		
The fifth week		
the sixth week		
Seventh week		
The eighth week		
ninth week		
tenth week		
eleventh week		
Twelfth week		
Thirteenth week		Practical exams (does not result in stopping lectures and theoretical lessons).
Fourteenth week		
Fifteenth week		

### Student admission and study system

#### Admission

**A) Admission requirements:** The College Council determines the number of students who will be accepted annually in the Professional Diploma in Health Care Quality based on the proposal of the Nursing Administration Department Council.

**b) For admission to higher studies, the following are generally required:**

- 1- For non-Egyptians (expatriates), the regulating rules are applied according to the provisions of the executive regulations of the Universities Organizing Law and the decisions of the Supreme Council of Universities.

- 2- The employer's approval of the study if the student is working or writing a declaration that he does not work in any governmental or private sector.
- 3- A graduate student may not enroll in more than one diploma at the same time without the approval of the Council of Graduate Studies and Research based on the proposal of the College Council and after taking the opinion of the relevant department council in accordance with the provisions of Article 94 of the Universities Organizing Law.

**c) In order for a student to register for a postgraduate diploma in order to obtain a professional diploma for the quality of health care, the following is required:**

- 1- The student must have a Bachelor's degree in Nursing Sciences from a university in the Arab Republic of Egypt or an equivalent university degree from another recognized institute or college from the Supreme Council of Universities.
- 2- It is permissible to register for the diploma up to an acceptable grade in the bachelor's degree or in the specialty subject.
- 3- The student must fulfill the admission/differentiation requirements in the scientific department and obtain the approval of the relevant department council and the college council.
- 4- The student must complete the administratively required documents and forms and upload them to the postgraduate studies website electronically.
- 5- The student chooses the courses, completes the course registration form and approves it from the academic advisor and the form in the college.
- 6- The student is not considered enrolled or registered in a course until after paying the tuition fees.
- 7- Enrollment and registration is a condition in order for the student to be allowed to attend and to calculate the academic courses for him.



8- A student who has been accepted to register for courses before the end of the second week of the fall and spring semesters or the first week of the summer semester is not entitled to attend lectures.

#### Study system

- 1- Study in the credit hour system in English for all courses
- 2- The study for the professional diploma for the quality of health care with academic courses and field, applied and laboratory work consists of two semesters (the duration of the semester is 15 weeks), and a summer semester may be opened after the approval of the department and college council. of the study plan in accordance with the requirements of the regulations.
- 3- The study begins in the months of October and February of each year according to the approved hours.
- 4- It contains two semesters (first and second) containing specialized courses for a period of 15 weeks, each with no less than 6 credit hours, and no more than 16 credit hours for each semester (fall and spring), and the student must complete the practical and theoretical hours for each semester and determine the practical hours for each diploma according to the study plan of the study program in this regulation.

#### Study methods

The study in the diploma is as follows:

- Theoretical side: interactive theoretical lectures using presentations, questions during lectures, case studies, homework, group discussions, explanatory videos.

The practical aspect: the participants are divided into a number of small groups under the supervision of the faculty.

#### Exam system

Diploma exams are as follows:

- The first semester exam, which is held in January of each academic year.
- The second semester exam, which is held in June of each academic year.

#### Certification requirements

A- The minimum requirement to obtain a professional diploma is a full academic year (two semesters).

B - The student must study (24) credit hours to obtain a professional diploma and pass the diploma courses in at least two semesters. It shall not exceed eight semesters from the date of enrollment after the approval of the department and college councils.

C - The College Council may - in exceptional circumstances it determines - accept the student's excuse, and in this case the student will retain his right to be evaluated.

#### Extension of the registration period

The registration period for all academic degrees may be extended based on the approval of the Council of Graduate Studies and Research after the presentation of the relevant department council, the recommendation of the faculty's studies committee and the approval of the faculty council. According to the following conditions:

**First:** The student must provide convincing reasons approved by the College Council and approved by the Graduate Studies and Research Council.

**Second:** The student submits a request to extend the study at least six months before the end of the study period.

**Third:** The student may extend one academic year for the diploma.





### Cancel Enrollment

The student's registration is canceled, and he is not allowed to continue studying by a decision of the Council of Graduate Studies and Research in the following cases:

- 1- If the student has been accepted into postgraduate studies and has not registered for the courses within the period specified for obtaining the certificate.
- 2- If the student submits a request to cancel the enrollment, and his request is approved after being approved by the Vice President for Postgraduate Studies and Research.
- 3- If he does not pass the supplementary courses in case of clearing action.
- 4- If he withdraws or stops studying for a semester without an acceptable excuse.
- 5- Failure to meet the minimum required credit hours within the specified period.
- 6- If it is proven that he is not serious about studying or violates any of his academic duties.
- 7- If he exceeds the chances of stopping the registration specified in the Universities Organizing Law.
- 8- If he violates the academic integrity, whether in the course of studying the courses, or if he performs an act that violates the university's regulations and traditions.
- 9- If he did not obtain the certificate within the maximum limit set for it in accordance with the articles of these regulations.



### Professional Diploma in Healthcare Quality

List of proposed courses for the scientific program

The student studies (5) core courses beside the research project and (2) elective courses according to the following table:

Course code & No	Course title	Actual hours		Credit hours	Prerequisite
		Theory	Practice		
<b>A) Compulsory courses</b>					
NADP 601	Quality Management in Healthcare (1)	3	2	4	nothing
NADP 602	Measuring and checking methods	3	-	3	nothing
NADP 603	strategic planning	3	-	3	nothing
NADP 604	Quality management in healthcare (2)	3	2	4	nothing
NADP 605	Occupational and patient safety	3		3	nothing
NADP 606	research project	-	6	3	nothing
<b>B) Elective Courses:</b>					
NADP 607	Marketing of health services	2	-	2	nothing
NADP 608	fighting the infection	2	-	2	nothing
SCMT 609	Information Technology	2	-	2	nothing
NADP 611	Crisis and disaster management	2	-	2	nothing



### Success and failure

- 1- The student's success in any theoretical course is required to obtain at least 60% of the total marks, and provided that he obtains at least 50% in the theoretical exam for the course
- 2- When a student fails a course, but if it is an elective course, the student may, or if it is an elective course, the student may, or a course of his choice or choice, or another elective course, and the result of his choice in that course is recorded in his academic record, but if repeated failure The student in the same course more than once, and it is counted once when calculating his semester average and cumulative average.
- 3- If the student succeeds in the subject in which he failed, the grade he obtained is recorded as it is in the student's transcript.
- 4- The student gets an Incomplete grade (I) if he is unable to enter the final exam for a course or complete some of the requirements of this course for compelling reasons accepted by the Department Council and the Graduate Studies and Research Committee and approved by the College Council provided that he has attended and performed at least 75% of the requirements The course has to take the exam in the semester in which these courses are available.
- 5- The courses in which the student obtains a grade (I, W, FW) are not counted as academic hours and are not included in the calculation of the cumulative grade point average (GPA).
- 6- A student who has taken the course is not counted within the hours required to obtain the degree if he/she gets a grade less than ((D), and he must re-study the course if it is essential. The student is entitled to study another course if it is an elective course, and the obtained grades are included in the calculation of the average grade points Semester and cumulative grade (GPA) upon passing the course.



7- A student may register a course as a listener without entering the exam. In the event that the student attends 75% of the course's teaching hours or more, the student will be given a Listener (L) rating, provided that a percentage of the tuition fees are paid.

8- The student is considered to have failed with a grade of "F = 0.0" in any course (that has practical lessons) if the student obtained less than 30% of the grade in the written exam and his written grades are not combined with the practical training, even if he passed the degree of success in the practical training by 60%.

9- The student is allowed to move from one semester to the next semester if he fails in two courses, provided that neither courses or one of them are nursing courses that have a practical part. He is allowed to enter the written exam if the attendance rate is 75% and 60% in the year's business grades. The student may choose another course if it is an elective course. The maximum number of times to enter the exam is 3 times. Or according to the credit hour system.

### Course grades

- For theoretical courses that have practical lessons: the percentage of practical training is 40% of the total grades, and the distribution of grades for exams, provided that the practical exam is 40% of the grades, the percentage of the written exam is 40%, and the percentage of the year's work is 20%. As for theoretical courses, the percentage of the written exam is 80%, and the percentage of work for the year is 20%.
- As for the research project with 3 credit hours, 150 degrees are allocated for it.
- It is required for success to obtain at least 60% of the total score for each course.





### Course grade

The grade is a description of the student's level in a course in the academic list and is symbolized by a letter in the English language and specific points to indicate the final grade obtained by the student in the course as follows:

percentage	Grade	Grade symbol	Grade weight in points
90% and above	excellent	A	4,000
85% to less than 90%	excellent	A <sub>-</sub>	p. 700
80% to less than 85%	very good	+B	p. 300
75% to less than 80%	very good	B	0.000
70% to less than 75%	good	+C	A.700
65% to less than 70%	good	C	A.300
60% to less than 65%	Acceptable	D	a.000
less than 60%	fail	F	0.000

### Means of communication

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