

**Kingdom of Saudi Arabia**

**Ministry of Higher Education**

**King Faisal University**

**College of Clinical Pharmacy**



# **College of Clinical Pharmacy Student Handbook**

**College of Clinical Pharmacy, King Faisal University**

PO Box 400, Al-Ahsa -31982, Kingdom of Saudi Arabia

# College of Clinical Pharmacy Student Handbook



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## 1. About College

### 1.1 Message from the Dean



Dear Respected Colleagues,

*Welcome to the College of Clinical Pharmacy at King Faisal University.*

It is my pleasure to introduce our college's faculty handbook for the year 2019-2020. Our college is being involved in conducting Doctor of Pharmacy (Pharm. D.) program offering to prepare tomorrow's clinical pharmacists.

The vision of the college is to be recognized nationally and internationally for preparing leaders in pharmacy practice, education and research with strong social commitment.

The primary mission of the College of Clinical Pharmacy is to excel in pharmacy education, patient centered care, community engagement and research. This mission will be achieved through an innovative and dynamic academic program, excellence in teaching, clinical training, and planned development activities.

The primary goals are to

1. Prepare Pharm. D. graduates through excellence in Pharmacy education and training
2. Recruit, develop and retain internationally recognized, competent faculty members in all the disciplines.
3. Continue to develop administration that will provide leadership for achieving strategic goals.
4. Maintain and enhance the quality assurance management, verified through accreditation by National and International Accrediting agencies in Pharmacy Education.
5. Engage the local, national and international communities for mutual benefits through expanding the opportunities for collaboration, continuing professional development and postgraduate education.
6. Conduct exceptional research in basic and clinical sciences.

Clinical Pharmacy is concerned with the science and practice of rational use and management of medications. It brings patients and the pharmacists directly in contact, where Clinical Pharmacists provide direct patient care, optimizing medication therapy, educating patients and disseminating health awareness. Clinical pharmacists are also responsible for contributing to the growing knowledge of human health through research. The College of Clinical Pharmacy promotes an environment of mutual respect and collaboration with high ethical standards. We instill the key values of integrity and responsibility; quality and productivity at all levels of teaching, patient care and research. I am extremely thankful to President of King Faisal University, His Excellency, Dr. Mohammed Al-Oahli for his unlimited support and encouragement and for Dr. Abdullah bin Omar Al-Najjar vice president of academic affairs, for the motivation and continuous improvements.

*Dean of the College of Clinical Pharmacy*

## 1.2 College History

King Faisal University was founded in 1975 G (1395 H). The main campus is located in the City of Hufuf while the branch is in the City of Dammam. It includes 16 colleges in both campuses. The College of Clinical Pharmacy at King Faisal University, Al Hofuf City in Al Ahsa was established according to the Royal decision 167/ 8 on 29 / 3 / 1423 H for the improvement of the health services and the advancement of the pharmacy profession and to cope with the educational policy of the kingdom, which is distinguished by applying the most advances in the technology and sciences in various fields.

The study has been commenced in the academic year of 1425 / 1426 H (For Male Section) and the number of the students who joined the college in the first year reached twenty five students and in the academic year 1429/1430 h (For Female Section) the number of the students who joined the college in the first year reached Thirty students. The college offers a very advanced curriculum that follows the semester system for six years. The last year includes field training in the hospitals and community pharmacies to cope with the development of the pharmacy profession in the world with the emphasis on the clinical pharmacy sciences. In addition this curriculum was revised and developed on 2010.

The graduate of the college gets a Doctor of Pharmacy (Pharm. D.) degree so that he can do his role as a clinical pharmacist in the hospitals and the governmental and community pharmacies as well as a distinguished researcher in the pharmaceutical sciences.

Based on the recognition of the importance of the College of Clinical Pharmacy, the college got an approval to build a temporary building that follows the international specifications and standards. Initially college was started in a temporary building. In 2015, COCP occupied its own new independent building with many classrooms, laboratories and independent offices for all admin and teaching staff.

### Former Deans



**Dr. Ahmed Al-Shoaibi**  
(2003-2006)



**Dr. Mohamed Al-Wesali**  
(2006-2010)



**Dr. Ibrahim A. Alhaider**  
(2010-2015)



### 1.3 Mission, Vision and Goals



#### Vision of the college

*"To be a role model in pharmacy education and practice through scientific research and community engagement as a part of the global community of learning" .*

#### Mission of the college

**"To provide quality education for enhanced patient-centered care through community engagement and scientific research"**

#### College Strategic Goals

1. Prepare Pharm. D. graduates through excellence in Pharmacy education and training
2. Recruit, develop and retain internationally recognized, competent faculty members in all the disciplines
3. Continue to develop administration that will provide leadership for achieving strategic goals
4. Maintain and enhance the quality assurance management, verified through accreditation by National and International Accrediting agencies in Pharmacy Education

5. Engage the local, national and international communities for mutual benefits through expanding the opportunities for collaboration, continuing professional development and postgraduate education
6. Conduct exceptional research in basic and clinical sciences.

### Program Mission

*“Prepare Pharm. D. graduates who will provide patient centered care to meet the needs of the community”*

### Program Goals

1. Prepare active learners and future experts in Clinical Pharmacy with required knowledge, skills and abilities
2. Educate for management of Pharmacy services and practice
3. Provide foundation for basic and clinical research in the area of drug development and usage

### Program Outcomes

After completion of the program, the graduate will be able to

1. Apply fundamental scientific knowledge and principles as basis of Pharmaceutical and Clinical Sciences.
2. Apply knowledge of biomedical sciences for understanding of disease process and its diagnosis.
3. Develop patient data base from patient interview, review hospital record and communication with other health professionals.
4. Apply knowledge of clinical Sciences in designing patient specific therapeutic plan based on best evidence and counseling the patient regarding it.
5. Retrieve, interpret and report drug information from pharmaceutical and biomedical science resources and apply information to specific patient care situation.
6. Recognize basic principles of drug development, formulation and bioequivalence studies to contribute in pharmaceutical industry and in research institutes.
7. Appreciate necessary knowledge in organizational and administrative domains for management of Pharmaceutical services and practice.
8. Recognize basic principles to design, implement and conduct research studies in different fields of pharmacy practice.

## 1.4 Accreditation



College of Clinical Pharmacy is currently involved in preparing to get accreditation status by National Commission for Academic Accreditation & Assessment (NCAAA) has been established in the Kingdom of Saudi Arabia with responsibility for determining standards and criteria for academic accreditation and assessment and for accrediting post secondary institutions and the programs they offer. The Commission is committed to a strategy of encouraging, supporting and evaluating the quality assurance processes of post secondary institutions to ensure that quality of learning and management of institutions are equivalent to the highest international standards. The college also plans to get accreditation from Canadian Council for Accreditation of Pharmacy Programs and recognition from ACPE. These high standards and levels of achievement must be widely recognized both within the Kingdom and elsewhere in the world.

To emerge as a reputed member of the international professional society, the qualification of our college graduates must be recognized and acceptable on a worldwide basis. For this purpose College of Clinical Pharmacy has adopted standards specified by National Commission for Academic Accreditation & Assessment (NCAAA) as a continuous process to achieve excellence in all its quality management practices. The college plans to apply for NCAAA accreditation in 2014.



**Pharm D program of COCP has secured Accreditation from Canadian Council for Accreditation of Pharmacy Programs (CCAPP) as well as Certification from American Council for Pharmacy Education (ACPE).** CCAPP is composed of representatives appointed by the



Association of Deans of Pharmacy of Canada, the Association of Faculties of Pharmacy of Canada, the Canadian Pharmacists Association, the Canadian Society of Hospital Pharmacists, the National Association of Pharmacy Regulatory Authorities and The Pharmacy Examining Board of Canada. ACPE is an autonomous and independent agency whose Board of Directors is derived through the American Association of Colleges of Pharmacy (AACCP), the American Pharmacists Association (APhA), the National Association of Boards of Pharmacy (NABP) (three appointments each), and the American Council on Education (ACE). The college has already submitted the application for CCAPP and awaiting onsite visit during the 1<sup>st</sup> semester 2013-2014. The application for ACPE is in preparation and a visit is expected in 2014. This will prepare our students for pharmacist-provided patient care within the Kingdom and abroad.





**CCAPP team with KFU President and Vice presidents**



**CCAPP team with KFU President and Vice president**

## 1.5 Strategic Planning – (2016-2021)

Clinical Pharmacy deals with patient centered care, where clinical Pharmacists are responsible for providing best possible therapy in the prevention and treatment of diseases. The pharmacists of today work as active members of health care providers' team to participate in decision making for patient specific therapeutic planning, monitoring and evaluating therapeutic outcomes and resolving drug related problems. This emerging role of the pharmacists bring them to the center of the healthcare delivery system where they are responsible for safe medication use and medication therapy management..



The College of Clinical Pharmacy at King Faisal University, Al Ahsa is the first college in the Kingdom which was established to offer six years' Pharm D program, according to the Royal Order 167/8 on 29 / 3 / 1423 H to prepare doctoral pharmacist graduates with knowledge, skills and abilities as defined by internationally recognized professional bodies like American College of Clinical Pharmacy (ACCP) and Accreditation Council for Pharmacy Education (ACPE), to cope with the changing health needs of the Kingdom. The study commenced in the academic year of 1425 / 1426 H and initially 25 students were admitted to the College. Thereafter the number of students kept changing reaching a maximum of 38 students.

Six years Pharm D program comprises of five years of didactic education with experiential modules of Introductory Pharmacy Practice Experience, while the last year consists of supervised patient centered experiential training, 10 clinical rotations as Advanced Pharmacy Practice Experience.

Colleges of pharmacy around the world are looking forward to getting the approval of (ACPE) for their Pharm. D. programs. In the early foundation stage, College of Clinical Pharmacy designed a comprehensive Study Plan keeping in view the local and national needs, and ACPE standards. The Study Plan was then benchmarked with those of 5 top US Schools of Pharmacy and got approval by the stakeholders' and finally by the University Council on 6/5/ 1426 H. Based upon the program evaluation surveys by the graduating students of first intake, reports of course evaluation surveys; recommendations of faculty members, External Reviewers from US and Australia, recommendations of stake holders and external preceptors, the study plan was thoroughly revised during 2009 through 2011. The revised plan was reviewed by advisor of NCAAA, presented in stakeholders' meeting with an excellent feedback and was finally approved by University council and implemented this year (2011).

In addition to teaching the college faculty is actively involved in research and since its inception the college has received SAR 4.2 millions as research grants from the University external sources. The college faculty has published many papers in various National and International Peer reviewed journals.

As per university Mission, College is committed to achieve its objectives through community engagement, and is actively involved, though not optimum for now, in designing and implementing non formal health educational and research surveys among our community, the outcome of which will provide positive feedback to improve practices and policies for health delivery system.

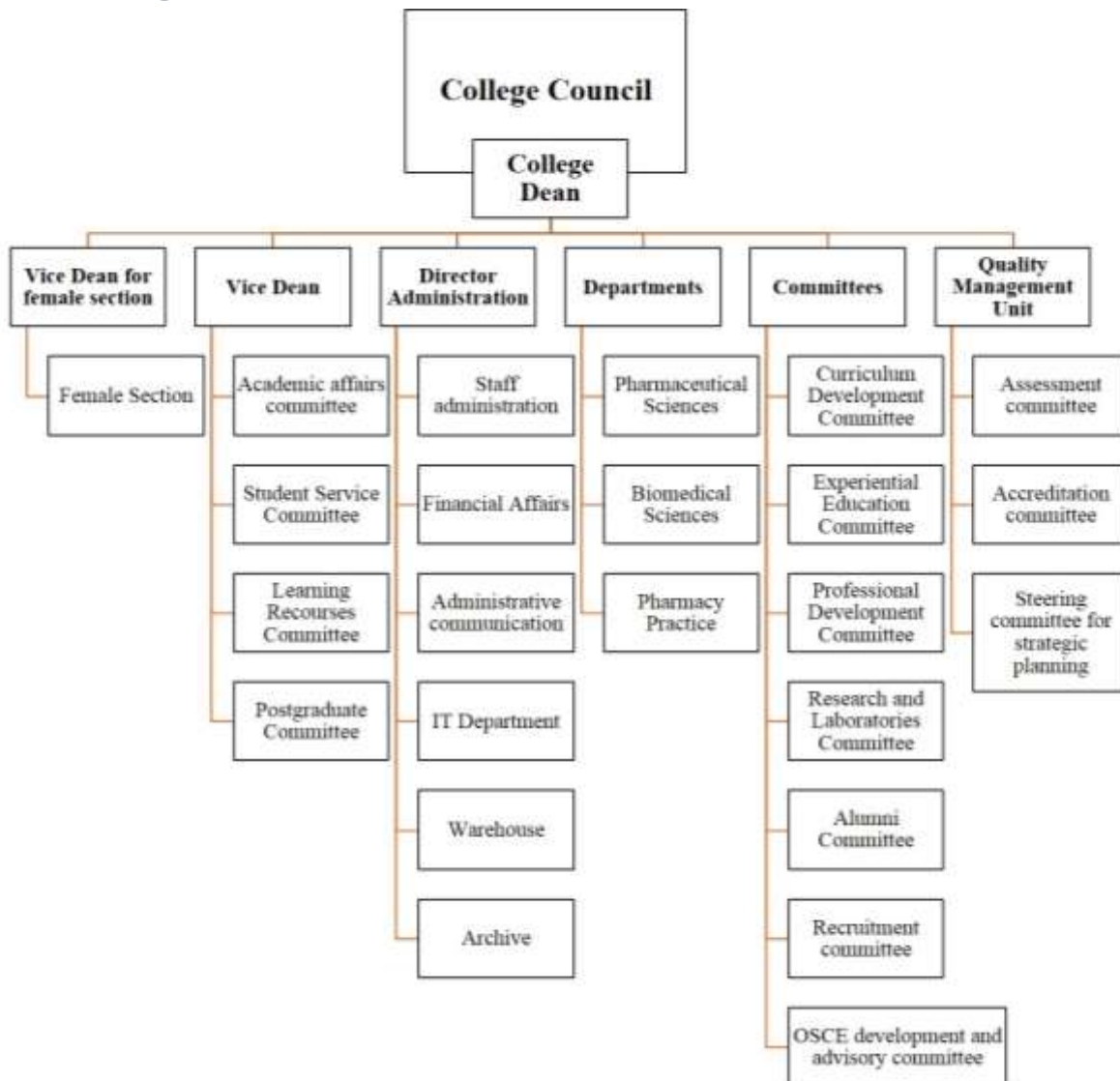
We feel that a lot is to be done and much less has been achieved in all domains of college objectives, so far.

Therefore, College of Clinical Pharmacy started strategic planning process, following footsteps of its parent University, as the college is going through major transition where revised Study Plan is being implemented, with a new administrative and academic leadership, and when the college is planning to move to its permanent custom built location. Strategic plan of the college is a course of action which will guide decisions to fulfill the college objectives and to achieve our goals in areas of Pharmacy Education, bench and practice based research, with high level of quality assurance and community engagement.



## 2. Organization

### 2.1 Organization Structure





## 2.2 Administration



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### 3. About Program and Curriculum

#### 3.1 About Pharm. D.

The Pharm. D. program is a 5 year program, four years are spent in the campus and one year for clerkship in the hospitals. The graduate of the college gets a Doctor of Pharmacy (Pharm. D.) degree so that he can do his role as a clinical pharmacist in the hospitals and the governmental and community pharmacies as well as a distinguished researcher in the pharmaceutical sciences.

#### Program Outcomes

The Doctor of Pharmacy curriculum prepares graduates to

1. Apply fundamental scientific knowledge and principles as basis of Pharmaceutical and Clinical Sciences
2. Apply knowledge of biomedical sciences for understanding of disease process and its diagnosis
3. Develop patient data base from patient interview, examination, hospital record and communication with other health professionals
4. Apply knowledge of clinical Sciences in designing patient specific therapeutic plan based on best evidence and counseling the patient regarding it.
5. Retrieve interpret and report drug information from pharmaceutical and biomedical science recourses and apply information to specific patient care situation
6. Recognize basic principles of drug development, formulation and bioequivalence studies to contribute in pharmaceutical industry and in research institutes.
7. Appreciate necessary knowledge in organizational and administrative domains for management of Pharmaceutical services and practice
8. Recognize basic principles to design, implement and conduct research studies in drug and/or patient specific area

#### Instructional Strategies:

Several teaching and learning strategies that will stimulate student-centered, active learning are adopted to provide a strong educational foundation so that our students will become pharmacists who embrace the concept of being a life-long learner with critical thinking and problem solving abilities.

1. Didactic Lectures
2. Lab sessions/demonstrations
3. Small Group Session and tutorials
4. Experiential training: in clinical sciences
  - a. **PBL[Problem based learning]: Case-Assisted Student Centered Learning (CASCL)**, in real time clinical settings
  - b. CAL [computer assisted learning]

### Assessment Strategies:

Assessment tools are constructed to allow one to determine the student's knowledge base and the extent to which a student can integrate concepts and solve basic or clinical-based problems. It is stressed that all examinations should fulfill the basic characteristics of assessment, i.e. reliability, objectivity, validity and feasibility:

1. Written examination comprising of;
  - a. SEQ's
  - b. EMQ
  - c. MCQ's (Multiple Choice Questions)
  - d. Fill in the blanks
  - e. Mathematical problems
  - f. Case base questions

### Admissions

Conditions and requirements for admission:

- Getting a High School diploma (the scientific section) or equivalence from inside or outside the kingdom.
- Getting a minimum score of 90% in the high school diploma.
- Getting not less than 90% in each of the following subjects: chemistry, physics, biology and mathematics.
- Passing the placement examination, which will be organized by the National Center for Measurement and Evaluation.
- Passing the learning ability evaluation test for medical colleges.
- Passing the Professional Fitness Test.
- Preference will be given to recent graduates.
- Should fulfill any other conditions announced by the University Council at the admission time.

The college follows the semester system and applies all other regulations set by the Supreme Council of Education.

1. Performance based assessment for practical segments of the basic and clinical courses (OSCEs)
2. Portfolio assessment for clinical rotations and practical segment of Therapeutics
3. Presentations, Assignments and projects



## 3.2 Study Plan

### First Year, First Semester

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030111	Pharmacy Orientation	2	0	2	2	--
2010111	Fundamentals of Pharmaceutics	2	1	3	5	--
2010112	Pharmaceutical Organic Chemistry-1	3	1	4	6	--
2020111	Physiology-1	2	1	3	5	--
2020112	Anatomy & Histology-1	1	1	2	4	--
2020113	Biochemistry-1	2	0	2	2	--
7401101	Islamic faith	2	0	2	2	--
		<b>14</b>	<b>4</b>	<b>18</b>	<b>26</b>	

### Second Semester

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2010121	Physical Pharmacy	2	1	3	5	2010111
2010122	Pharmaceutical Analytical Chemistry	2	1	3	5	2010112
2010123	Pharmaceutical Organic Chemistry-2	3	0	3	3	2010112
2020121	Physiology-2	2	0	2	2	2020111
2020122	Anatomy & Histology-2	1	1	2	4	2020112
2020123	Biochemistry-2	2	1	3	5	2020113
2010124	Pharmacology-1	2	0	2	2	2020111
	<b>Total</b>	<b>14</b>	<b>4</b>	<b>18</b>	<b>26</b>	



**Second Year, Third Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2010211	Pharmacology-2	2	1	3	5	2010124
2010212	Medicinal Chemistry-1	3	0	3	3	2010123
2020211	Pathophysiology-1	2	0	2	2	2020111
2010213	Pharmacognosy	2	1	3	5	2010123
2020212	Clinical Biochemistry & Nutrition	2	1	3	5	2020123
2020213	Molecular Biology	2	0	2	2	--
740130	Contemporary Cultural issues	2	0	2	2	--
<b>Total</b>		<b>15</b>	<b>3</b>	<b>18</b>	<b>23</b>	

**Fourth Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2010221	Pharmacology-3	3	0	3	3	2020121
2010222	Medicinal Chemistry-2	3	0	3	3	2010212
2010223	Pharmaceutical Dosage Forms	2	1	3	5	2010111
2020221	Pathophysiology-2	2	0	2	2	2020121
2020222	Immunology	2	0	2	2	2020121
2020223	Microbiology	3	1	4	6	2020211
2030221	Pharmaceutical Care-1	0	1	1	3	2010124
<b>Total</b>		<b>15</b>	<b>3</b>	<b>18</b>	<b>24</b>	

2030231	IPPE-1(Introductory Pharmacy Practice Experience in Community Pharmacy)  For 5 weeks, 160 hours	0	2	2	6	2010211
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**Third Year, Fifth Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2010311	Pharmacology-4	3	0	3	3	2020121 2020223 2020222
2010312	Pharmaceutical Delivery System	2	0	2	2	2010223
2010313	Medicinal Chemistry-3	2	0	2	2	2010222
2010314	Bio-pharmaceutics	2	1	3	5	2010221
2030311	Therapeutics-1	4	1	5	7	2010211
2030312	Pharmaceutical Care-2	2	1	3	5	2030221
<b>Total</b>		<b>15</b>	<b>3</b>	<b>18</b>	<b>24</b>	

**Sixth Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030321	Therapeutics-2	4	1	5	7	2010221 2030311
2030322	Pharmaceutical Care-3	2	0	2	2	2030312
2030323	Institutional Pharmacy Practice	1	0	1	1	2030312
2030324	First Aid and Emergency Medicine	0	1	1	3	2020121
2010325	Research Methodology & Biostatistics	2	1	2	4	2020213 2030311
2010321	Natural Products & Herbal Medicine	2	0	2	2	2010213
	Elective University Required Course	2	0	2	2	
2010322/ 2010323	<i>Electives</i> Industrial Pharmacy/Principles of Drug Design	2	0	2	2	2010223/ 2010313
<b>Total</b>		<b>14</b>	<b>3</b>	<b>17</b>	<b>23</b>	
<b>Summer training</b>						
2030331	IPPE-2 Introductory Pharmacy Practice Experience in Institutional Pharmacy, for 5 weeks, 160 hours.	0	2	2	160	2030231 2030311

**Fourth Year, Seventh Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030411	Law & Ethics in Pharmacy Practice	1	0	1	1	2030111 2030323
2030412	Therapeutics-3	4	1	5	7	2010221 2030321
2030413	Drug Information Services	2	1	3	5	2030311 2030325
2030414	Clinical Pharmacokinetics	2	1	3	5	2010314
2030415	Parenteral Nutrition	1	0	1	1	2020212
2030416	Pharmaco-economics	1	0	1	1	2030325
	Elective Islamic Course	2	0	2	2	--
<b>Total</b>		<b>13</b>	<b>3</b>	<b>15</b>	<b>22</b>	

**Eighth Semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2010421	Clinical Toxicology	2	0	2	2	2010124 2010311
2030421	Therapeutics-4	4	1	5	7	2010311 2030412
2030422	Pharmacy management	2	0	2	2	2030323
2030423	Pharm.D. Seminar	0	1	1	3	2030325
2030424	Self care & Non prescription Drugs	2	0	2	2	2010312
2030425	Pharmaco-epidemiology	1	0	0	1	2030414 2030413
2020421/2030426	Elective Pharmaceutical Biotechnology /Pharmacogenomics:	2	0	2	2	2020213/2020213
		<b>13</b>	<b>2</b>	<b>15</b>	<b>19</b>	

**Summer semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030431	Advanced Pharmacy Practice Experience-1 (APPE1)	0	5	5	40	
<b>Total</b>		<b>0</b>	<b>5</b>	<b>5</b>	<b>40</b>	

**Fifth Year, Ninth semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030511	Advanced Pharmacy Practice Experience-2 (APPE2)	0	15	15	120	
<b>Total</b>		<b>0</b>	<b>15</b>	<b>15</b>	<b>120</b>	

**Tenth semester**

Course No.	Course Title	Units				Pre
		Lectures	Practical	Cr. Hr	Cont. Hr	
2030521	Advanced Pharmacy Practice Experience-3 (APPE 3)	0	15	15	120	
<b>Total</b>		<b>0</b>	<b>15</b>	<b>15</b>	<b>120</b>	

## Courses' Description

### First Year: Sem.1

PP-1	Pharmacy Orientation	صيدلانية	توعية 2+0
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#### Course Description:

This course will cover The definition of Pharmacy and different areas of pharmacy profession and history of pharmacy, Introduction to ancient drugs, Ancient Egyptian, Greek and Roman medicine, Chinese and Indian medicine, Arab medicine in Spain and modern European medicine, History and Global progress in Pharmaceutical education, Type of Different dosage forms, Methods for the preparation of drugs, Introduction to Pharmacopoeias, formularies, regulatory control, and drug management, Medical and pharmacy terminology related to body systems needed for complete understanding of other courses, Objectives, scope and requirements of Pharm.D. program, Introduction to various terms like Pharmaceutical Care, Medication Therapy Management, Role of clinical pharmacist in Community and Health care setting, Introduction to clinical pharmacy and Role of clinical pharmacist in direct patient care as effective member of Inter-professional team of health care providers, , Introduction to various courses, compulsory and electives included in Pharm.D. Program, Mode of teaching, learning and training in Pharm.D. program, like concepts of Inter-professional Education and Service learning in Clinical Pharmacy Problem Based Learning, Objective Structured Clinical Exam (OSCE), Institutional Pharmacy Training and Experiential learning, College disciplinary rules and regulation for the examination.

PS-1	Fundamentals of Pharmaceutics	2+1	أساسيات الصيدلانيات
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**Lectures:** This course describes parts of prescription, abbreviation, model prescription, controlled substances, labeling techniques, weighing and measuring for compounding extemporaneous preparation and related incompatibilities. Introduction to various pharmaceutical dosage forms and basic guidelines such as solid, liquid, semisolids, suspensions and emulsions.

**Practical:** Standards for balances, weights and volumetric devices, Calculation, Compounding Prescription, Concentration and dilutions, Pharmaceutical Incompatibilities, types of labels. Lab sessions will be focused on solving actual, practical problems, thus building critical thinking and problem solving skills among the students

PS-2	Pharmaceutical Organic Chemistry-I	3+1	كيمياء عضوية صيدلانية-1
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**Lectures:** General introduction, nomenclature, bonding, structural isomerism, nomenclature and alkanes, stereochemistry and its biological applications, alkyl halides, free-radical reactions, alcohols, ethers, epoxides, sulfides and their pharmaceutical applications.

**Practical:** Practical session will consist of case based discussions, focusing on development of critical thinking and problem solving skills among students. Spectrometric Identification of different organic compounds (nuclear magnetic resonance, mass spectrometry and its applications in drug metabolism and infra red spectrophotometry).



**BMS-1      Physiology-1   2+1      علم وظائف الأعضاء-1**

**Lectures:** Physiology of the cell, muscle and nerve (Resting membrane and action pot.-structure of sk. M.F, Simple M Twitch, tetanus & clonus, blood (Erythropoiesis, anemia, W.B.Cs, Coagulation, Blood grouping, immunity), autonomic and central nervous systems (receptors, sensations, vision and hearing, equilibrium), cardiovascular system (properties, heart rate, blood pressure, ECG, cardiac output, hemorrhage & Shock) and respiration (Mechanics of breathing, surfactant, lung vol. & capacities, regulation of breathing, O<sub>2</sub> –CO<sub>2</sub> transport by blood, Hypoxia, Cyanosis, artificial breathing).

**Practical:** Practical lab sessions will be limited to Hematological indices, determination of blood coagulation time, Blood Grouping and Rhesus factor, Measurement of blood pressure and ECG tracing identification. Appropriate time will be assigned to Case studies on Anemia, including Sickle Cell diseases, Hemophilia and Blood Group matching.

**BMS-3      Biochemistry-1   2+0      كيمياء حيوية-1**

**Lectures:** It is an introductory course that covers fundamental theoretical concepts of biochemistry and applications of the biochemistry in the life; the chemistry of biomolecules like carbohydrates, amino acids, proteins, nucleic acids, lipids and steroids; enzymes and enzymes regulations.

**BMS-2      Anatomy and Histology-1   1+1      علم التشريح والأنسجة-1**

**Lectures:** General features of bones; gross anatomy of organs, muscles, vessels and nerves; anatomy of limbs; development of human embryo and teratogenicity. Microscopic anatomy of the cell and tissues; histology of cardiovascular.

**Practical:** Lab sessions will consist of clinical case discussions followed by identification of relevant structures for applicable concepts for future clinical practice. To introduce the concept of IPE as basis of future collaborative clinical work,, the sessions will be facilitated jointly by Medical Faculty member in College of Medicine, preferably, in combined groups of medical and pharmacy students

**Anatomy:** Demonstration of human body parts.

**Histology:** Microscopic slides of tissues and organs of the body.

## First Year Sem.2

## PS-3 Physical Pharmacy 2+1

صيدلانيات فيزيائية

**Lectures:** This course describes fundamentals of physical pharmacy, physical properties of drug molecules, rheology, adsorption, surfactants, solubility, co-solvent, Effect on solubility, dissolution, pH and buffering, Concept of complexation, , thermodynamics, enthalpy and free energy, reaction kinetics, drug stability.

**Practical:** Lab hours will be utilized for case discussions to develop critical thinking and problem solving skills . Various topics covered will be: pH, pKa, density, viscosity, surface tension, flow properties of powder and adsorption. Mathematical problems will be used to enhance students skills for various pharmaceutical calculations related with pharmacy practice

## PS-4 Pharmaceutical Analytical Chemistry 2+1

كيمياء تحليلية صيدلانية

Introduction and applications of chemical and physical methods of analysis of pharmaceutical substances. Fundamental concepts and applications of quantitative analysis utilizing different methods of instrumental analysis. These methods include colorimetry, ultra-violet spectroscopy, fluorometry, flame photometry and atomic absorption spectrophotometry. Introduction to Chromatography.

**Practical:** Six practical sessions, including service learning sessions involving project involving community service (testing water samples of various localities of the region and reporting to relevant authorities) Drug analysis utilizing the above mentioned methods.

## PS-5 Pharmaceutical Organic Chemistry-2 3+0

كيمياء عضوية صيدلانية-2

**Lectures:** Alkenes and alkynes, aromaticity and benzene, substituted benzene, aldehydes and ketones, carboxylic acids and derivatives (amides, anhydrides, esters), amines and heterocyclic compounds. The effect of the chemical properties on the biological activity.

## BMS-4 Physiology-2 2+0

علم وظائف الأعضاء-2

**Lectures:** Endocrinology: (pituitary, thyroid, parathyroid, reproductive systems hormones.....etc), mechanism of hormonal action, types of hormones, regulation of hormone secretion & Hormonal effects. Digestion: GIT secretions & motility, liver function & gall bladder function, GIT disorders. Metabolism: temperature regulation, Basal metabolic rate, obesity. Renal physiology:, body fluids and acid base balance.

## BMS-5 Anatomy and Histology-2 1+1

علم التشريح والأنسجة-2

**Lectures:** General features and anatomy of central and autonomic nervous systems; development of human embryo and teratogenicity. Microscopic anatomy of the lymphoid, digestive, respiratory systems, urinary, endocrine, reproductive and integumentary system.

**Practical:** Lab sessions will consist of clinical case discussions followed by identification of relevant structures for applicable concepts for future clinical practice. To introduce concept of IPE, and as basis of future collaborative clinical work,, the sessions will be facilitated by Medical Faculty member in College of Medicine, preferably, in combined groups of medical and pharmacy students

**Anatomy:** Demonstration of human body parts.

**Histology:** Microscopic slides of tissues and organs of the body.

**BMS-6 Biochemistry-2 2+0** كيمياء حيوية-2

**Lectures:** Metabolic pathways of biomolecules including; carbohydrates, lipids, steroids, prostaglandins, amino acids, proteins, nucleoproteins, nucleic acids, hem proteins, xenobiotics, free radicals and antioxidants in addition to their regulation.

**Practical:** 50% of practical lab sessions will consist of discussion sessions, where students will discuss, interpret and reflect on given lab report of biochemical tests, included in the course. Practical exam will also consist of 50% lab practical and 50% case scenarios with lab reports to be interpreted

**Topics for practical sessions:** Biochemical units of measurements, with special reference to molar units. Qualitative and quantitative assessment of carbohydrates, lipids, proteins and enzymes. Urine analysis, renal stone analysis, assessment of renal functions in form of estimation of blood levels of total proteins and non protein nitrogenous compounds including; Creatinine and urea will be estimated.

**PS-6 Pharmacology-1 2+0** علم الأدوية-1

**Lectures:** Introduction to pharmacology, history and its subdivisions; Drugs and their origin, routes of drug administration, General principles in Pharmacology: drug absorption, distribution, metabolism: enzyme induction and inhibition, elimination, excretion and clearance of drugs; essentials of drug action, nature of drug receptors and drug receptor interactions with signaling mechanisms, , concept of agonist-antagonist and their types, dose response relationships, efficacy, potency and therapeutic index, variation in drug responses. Adverse drug reactions

Introduction of Autonomic Nervous system, Synthesis and metabolic pathways of Neurotransmitters, Cholinergic and adrenergic transmission and autonomic receptors, Cholinergic, anticholinergics, adrenergic and antiadrenergic drugs, Ganglionic and Neuromuscular blockers, Autacoids



## Second Year Sem.1

### PS-7 Pharmacology-2 علم الأدوية-2

**Lectures:** The students shall be provided with knowledge of the principles of cardiovascular, GIT, and respiratory drug actions, establishing enough adequate scientific background when using such drugs and to be critical in coping with new drugs in his future practice. They will also be able to impact an essential knowledge base of information about each cardiovascular, GIT, and respiratory prototype drug for a better correlating of current practices in pharmacy and therapeutics. This includes the following important groups of drugs:

Drugs used in treatment of hypertension, angina, heart failure and cardiac arrhythmias, drugs used in urogenital system, diuretics, drugs used in treatment of thromboembolic diseases, bleeding disorders as well as anemia, dyslipidemias, and drugs used in treatment of GIT, and respiratory diseases.

**Practical:** Simulation lab sessions to strengthen the concepts of mode of drug actions. Case studies involving the drugs included in the course.

### PS-8 Medicinal Chemistry-1 كيمياء دوائية-1 3+0

**Lectures:** This course provides an introduction to drug actions and the chemistry and pharmacological activity of drugs acting on the autonomic nervous system and cardiovascular system. The following topics will be addressed: introduction to medicinal chemistry, drug action on enzymes, drug action on receptors, drug development, quantitative structure-activity relationship, drugs acting on autonomic nervous system, and cardiovascular system (cardiotonics, anti-arrhythmics, vasodilators, antihypertensive, anti hyperlipidemic, drugs affecting blood and diuretics).

### BMS-7 Pathophysiology-1 علم فسيولوجيا الأمراض-1 2+0

**Lectures:** Physiological basis of pathology, etiology of diseases. Inflammation process and Cell Cycle. Cellular disturbances: Degeneration; regeneration and repair. Basics of neoplasm and Metabolic diseases. Diseases of cardiovascular system, Diseases of respiratory system, Skin transmitted diseases . Dermatology and sexually transmitted diseases. Parasitic and microbial diseases.

### PS-9 Pharmacognosy 2+1 عقاقير

**Lectures:** An introduction to Pharmacognosy, Drug evaluation and identification of adulterants. Study of certain organized drugs, leaves, flowers, barks, woods, seeds, fruits, herbs, roots and rhizomes. The study of each organ includes definition, collection, constituents, and diagnostic elements, chemical tests for identity, purity and uses.

**Practical:** Practical hours will be used for group discussions, presentations and case based studies on usage of natural products among local citizens and health profession and its importance in different diseases.

**BMS-9 Molecular Biology 2+0**

علم الأحياء الجزيئية

**Lectures:** Molecular biology methods are used extensively in modern day drug discovery, research and development, and diagnostics. This course is intended to provide background knowledge of Molecular biology to future clinical pharmacists. The course includes; Cell structure and functions, Mitosis and Meiosis, Chromosomes to DNA, Intracellular communications and mechanisms of signal transduction, Nucleotides and Nucleic acids, DNA and its organization in the nucleus, Information flow in the cell, DNA replication and its inhibitors, DNA repair mechanisms, Eukaryotic and Prokaryotic replication, Gene expression and its control, Transcription and its control, Genetic code and mutations, Protein synthesis and its inhibitors, Recombinant DNA techniques and Introduction to Bioinformatics.

**BMS-8 Clinical Biochemistry and Nutrition 2+1**

الكيمياء الحيوية السريرية والتغذية

**Lectures:** The metabolic disorders related to metabolism of carbohydrates, lipids, steroids, amino acids, proteins, nucleoproteins, nucleic acids and hemoproteins. Also, starvation and obesity will be covered. In addition to the clinical enzymology, vitamins and minerals; electrolyte and trace elements will be taught. Topics also include, biochemical changes occurring in human body under pathological conditions and the related diagnostic lab parameters. Also it deals with evaluation of the disease parameters in biological fluids and their interpretations.

**Practical:** Investigation of biomedical changes associated with the metabolic diseases. Accuracy and precision of analysis. Assessment of liver functions in form of estimation of serum levels of GPT, GOT, albumin, total and direct bilirubin. Also, Assessment of lipogram in form of estimation of serum levels of total lipids, triglycerides, cholesterol, HDL and LDL. In addition to determination of blood levels of glucose, hemoglobin and serum uric acid. Case-based discussions will be included in the practical sessions

**Second year Sem.2****PS-10 Pharmacology-3 2+1 علم الأدوية-3**

**Lectures:** The students shall be provided with knowledge of the pharmacokinetic and pharmacodynamic principles governing the drug actions, adverse drug reactions and drug interactions both in clinical pharmacy practice as well as in basic and clinical research in the area of pharmacology. This includes the following important groups of drugs:

CNS acting drugs (antipsychotic, antidepressants, anxiolytic, sedative and hypnotic agents), drugs used in parkinsonism and other movement disorders, Alzheimer's disease, epilepsy, local and general anesthetics, drugs of abuse and opioid analgesics. Nonsteroidal anti-inflammatory drugs and drugs used in rheumatoid arthritis and gout, Hormonal drugs (pituitary hypothalamic, corticosteroids male and female sex steroids, contraceptive and fertility drugs), and drugs acting bone and mineral homeostasis,

**PS-11 Medicinal Chemistry-2 3+0 كيمياء دوائية-2**



**Course Description:**

**Lectures:** This course enables the student to understand the chemistry and mode of action of hormones and drugs acting on the central nervous system. The following topics will be addressed: Drug metabolism, chemistry and mode of action of drugs acting on the central nervous system (analgesics, anaesthetics, psychotropic drugs, anti-epileptics and anti-Parkinsonians, non-steroidal anti-inflammatory drugs, antihistaminic drugs, local anesthetic agents, prostaglandins, steroidal and non-steroidal hormones, adrenocorticoids, oral hypoglycemic drugs, and anti-thyroid.

PS-12      **Pharmaceutical Dosage Forms 2+1**      أشكال الجرعات الصيدلانية

**Lectures:** This course covers the design and formulation of dosage forms, including liquids (elixirs, iodine solution, gargle, mouth wash), semisolids dosage forms (ointments, creams, gels, suppositories) and solid dosage forms (powders, tablets, capsules), emulsion, suspensions, parenteral preparations from raw materials, methods of preparation and quality control tests.

**Practical:** Seven of the practical sessions will be utilized for case based discussion. Calculations and preparations of different semisolids and solid dosage, liquid and sterile dosage forms and their quality control.

BMS-10      **Pathophysiology-2 2+0**      علم فسيولوجيا الأمراض-2

**Lectures:** Immune disorders (Auto immune diseases)- GIT disorders (diarrhea- Constipation- Peptic ulcers- gall bladder stones- jaundice and liver diseases: Hepatitis & liver cirrhosis)- Renal disorders (urinary tract obstruction- Renal stones- urinary tract infections- Renal failure-Body fluid disorders) –Endocrine disorders: Pituitary disorders (Hyper-prolactinemia- Acromegaly & Gigantism, dwarfism- Simmonds disease- ADH disorders-thyroid gland disorders (Goiter- Myxedema)- Suprarenal gland disorders (Cushing syndrome & Addison's disease)- Hematological disorders : Anemia- polycythemia- leukemia- Leukocytosis & Leucopenia. CNS disorders: Sensory & motor neurological disturbances, basal ganglia disorders, Headache.

BMS-12      **Microbiology 3+1**      علم الأحياء الجزيئية

**Lectures:** Microbiology is course offered to prepare the students for understanding of infectious diseases and their management. It includes; Introduction to Microbiology including History and its need in Pharmacy, General principals of Microbial Concepts including Terminology, Host parasite relationship and Normal Flora, Pathogenicity of Microorganisms, Principals of infectious Disease, Bacterial structure and classification, Bacterial growth, metabolism and its Genetics, Important pathogenic bacteria and Mechanisms of disease production, Fungi, Protozoa and Helminthes, Introduction to Virology including viral classification and important Human diseases causing viruses.

**Practical:** 50% time will be allocated to case studies, Gram staining, Culture and sensitivity tests, MIC for various anti-microbial drugs.

**BMS-11 Immunology**

علم المناعة

**Lectures:** Immunology is course offered in order to prepare the students for better understanding of drug pharmacokinetics and disease processes. The course is divided into Basic and Clinical sections and includes Basic concepts in immunology, adaptive and innate immunity, Immunological products and role of immunological products in prophylaxis, therapy and diagnosis. Antigen-antibody reactions, Immuno-regulation, Immunological memory and tolerance, Aberrations of the immune system including autoimmunity, Transplantation and rejection. Specific topics include Anatomy of the Immune System, Organs, Tissues, Cells and Soluble Factors of Immune System, The Immune Response, The Innate Immune System, The Adaptive Immune System, Humoral Immunity, Cell Mediated Immunity, Hypersensitivity Reactions, Autoimmunity, Immune Deficiency Disorders, Transplantation immunology and Tumour Immunity.

**PP-2 Pharmaceutical Care-1 0+1** رعاية صيدلانية-1

**Practical Sessions: Course Description:** This course will provide the student with introductory foundation to the concept of patient-centered pharmaceutical care, Medication Therapy Management, role of clinical pharmacists as active and important member of a multi-disciplinary team of health care providers in community and hospital pharmacy settings, introduction to the fundamentals of human behavior, needs and motivation theories, and its relationship to patient medication-taking behavior, principles and methods of effective oral and written communication and patient counseling, cultural competence and its impact on communication, barriers to effective communication small group sessions focused on techniques of effective patient interview regarding health and medication-related problems and counselling on benefits of medication adherence and appropriate use of pharmaceutical preparations through various routes. Simulation sessions /role plays to build Students interpersonal and group communication skills. .

Students will be introduced with sources of information such as patient chart and electronic patient records and how to retrieve information from these sources regarding patient health and drug related problems

The course will prepare the students for upcoming IPPE-1 at community/outpatient pharmacy setting

**Summer Training****PP-3 IPPE-1 (Introductory Pharmacy Practice Experience 0+2)**

Male students in Community Pharmacies.

Females students in Outpatient Pharmacies of Secondary and Tertiary Health Care Facilities

IPPE-1 is offered after completion of 2<sup>nd</sup> professional year Students are trained during summer vacations, for total of 160 hours, i.e., 8 hours daily 5 days a week for a period of 4 weeks, (male in community pharmacies and female in out-patient pharmacies). IPPE-1 is preceded by didactic practical course on Pharmaceutical Care-1, which provide the student with experience in retrieving information directly from the patient regarding his health problem (history taking) and drug therapies (treatment history) as well as from medical charts, databases, and from the caregivers using appropriate effective communication in both oral and written forms. IPP-1 will prepare the student for medication therapy management, retrieving patient information, patient counseling and monitoring, which are essential and integral components of APPE rotations and also needed to fulfill objectives of IPPE-2

**Third year Sem.1****PS-13 Pharmacology-4 3+0 علم الأدوية-4**

**Lectures:** The students shall be provided with knowledge of the pharmacokinetic and pharmacodynamic principles governing the drug actions, adverse drug reactions and drug interactions both in clinical pharmacy practice as well as in basic and clinical research in the area of pharmacology of chemotherapeutic drugs. Pharmacology of chemotherapeutic drugs Antibacterial antiviral, antiparasitic, antifungal, anticancer and Immunopharmacology agents. Dermatological drugs

Introductory pharmacogenetics will also be the part of course

**PS-14 Pharmaceutical Delivery Systems2+0 نظام إعطاء الدواء**

**Lectures:** This course introduces the concept in Pharmaceutical/Drug Delivery including targeted and controlled drug delivery. Fundamental considerations of sustained release drugs, Liposomes, Niosomes, Microspheres, Nanoparticles, Parenteral or Sterile Preparations {Ocular drug delivery (calculation related to Osmolarity & Isotonicity)}, pulmonary drug delivery and Radiopharmaceuticals.

**PS-15 Medicinal Chemistry-3 2+0 كيمياء دوائية-3****Course Description:**

**Lectures:** This course enables the student to understand the chemistry and mode of action of drugs acting as antibacterials, antivirals, antifungals, antiparasitics and antineoplastics. The following topics will be addressed: chemistry of antibiotics (Beta lactams, tetracyclines, macrolides, rifamycins, chloramphenicol, aminoglycosides, antifungal and polypeptide), antibacterials, antimycobacterials, antivirals, antifungals, antimalarials, anthelmintics, antiscabious, antipedicular agents, antiprotozoal, antibilharzial agents and antineoplastics.

**PP-3 Therapeutics-1 4+1 علاجات-1**

**Lectures:** This course will cover Introduction Clinical laboratory tests and their interpretation and affects on therapy, Racial, ethics and gender differences in response to drugs, Epidemiology, Pathophysiology, Clinical presentation, and drug related problems during the management of cardiovascular disorders i.e. Cardiovascular Testing, Cardiopulmonary Arrest, Hypertension, Heart Failure, Ischemic Heart Disease, Acute Coronary Syndromes, Arrhythmias, Venous Thromboembolism, Stroke, Hyperlipidemia, Peripheral Arterial Disease, Use of Vasopressors and Inotropes in the Pharmacotherapy of Shock, Hypovolemic Shock. **Anemias including sickle cell diseases**

**Practical:** Clinical case studies, Case-Assisted Student Centered Learning (CASCL), case presentation followed by case discussion and presentation in SOAP format. The students will be required to maintain case histories log book. Students will visit hospital for minimum of 6 hours during the course to interact with other health professionals in relation to clinical case selection, discussion, presentation and reflection in an interprofessional environment.

**PP-5 Pharmaceutical Care-2 2+1**

رعاية صيدلانية-2

**Course Description:**

**Lectures:** This course will cover techniques of patient interview and history taking. History taking will include retrieving disease and drug related problems and patient socio behavioral data . Review of medical records and data collection , interpreting lab values , performance of vital signs assessment and accurate interpretation of results of assessment, Glasgow coma scale, Morisky scale, beck depression inventory, clinical examination of individual organ systems : examination of extremities and back, cardiovascular, respiratory, gastrointestinal system, and CNS clinical examination. Empathetic Communication with the patient and professionalism during physical assessment. Recording of clinical and lab finding in professional manner and interpretation of clinical and lab finding in diagnosis and pharmacotherapy planning. The concept of practice guidelines and its application in pharmacotherapy planning

**Practical:** Introduction to equipment, practical demonstration of techniques of physical examination and clinical assessment of disease states, in simulation lab

The student will maintain log book of case studies. The student will be expected to exhibit professional behavior and recognize the responsibility to provide service as member of interprofessional health care team

The course will prepare student for upcoming Advanced Pharmacy Practice Experiences

**PS-16 Biopharmaceutics 2+1**

صيدلة حيوية

**Lectures:** This course introduces students to the concept and principles of biopharmaceutics, understanding of clearance, volume of distribution, order of kinetics, compartmental models, plasma protein binding. First pass and second pass metabolism. Physicochemical and dosage form factors influencing bioavailability. Assess and measure key biopharmaceutical properties, Bioequivalence, and biopharmaceutical classification scheme (BCS). Influence of dosage regimens on the plasma concentration-time profile of a drug in the body and factors involved in steady-state plasma concentration of a drug.

**Practicals:** Use of semi log graph paper, order of reaction, half life, clearance, area under curve (AUC),  $C_{max}$  and  $t_{max}$  and other calculations related to biopharmaceutics. Case studies will also be discussed in practical hours

## Third year Sem.2

### PP-6 Therapeutics-2 4+1 علاجيات-2

**Lectures:** This course will cover Patho-physiology and pharmacotherapy of Asthma, Chronic Obstructive Pulmonary Disease, Pulmonary Hypertension, Drug-Induced Pulmonary Diseases, Cystic Fibrosis, Peptic ulcer, Inflammatory bowel diseases, Nausea and vomiting, Cholecystitis, Constipation and diarrhoea, Cirrhosis, Pancreatitis, Drug-Induced Liver Disease, Pancreatitis, Drug Therapy Individualization in Patients with Hepatic Disease or Genetic Alterations in Drug Metabolizing Activity. Acute and chronic renal diseases, Dialysis, Pharmacotherapy of end-stage renal diseases, Drug Induced kidney diseases, Critical care therapy for transplant patients. Gout, Rheumatoid Arthritis and Systemic Lupus Erythromatosis

**Practical:** Clinical case studies, Case-Assisted Student Centered Learning (CASCL), case presentation in real time clinical settings (in hospitals) followed by case discussion. The students will be required to maintain case histories log book, from hospitals. Students will visit hospital for minimum of 6 hours during the course to interact with other health professionals in relation to clinical case selection, discussion, presentation and reflection in an interprofessional environment.

### PP-7 Pharmaceutical Care-3 3 رعاية صيدلانية-3 2+0

#### Course Description:

**Lectures:** This course focuses on in- depth, concepts of medication therapy management, medication therapy review, Medication Management Services including, intervention and/or referral, in patient centered pharmaceutical care. Following topics will be covered in this course: Pharmaceutical Care as the Professional Practice for Patient-Centered Medication Management, Philosophy of Pharmaceutical Care Practice, Patient-Centeredness in Pharmaceutical Care, Practitioner-patient relationship, Drug Therapy Problems including medication errors, adverse drug reactions and their reporting, The Assessment, The Care Plan, Follow-up Evaluation, SOAP notes and other modes of Documentation in pharmaceutical Care practice, Decision making and preparing pharmacotherapy workup notes. Acquiring and Applying the Knowledge and Clinical Skills Required to Manage Drug Therapy, Managing Medication Management Services, Communication and collaboration with other healthcare providers, The Global Perspective in Pharmaceutical Care practice, Standards and ethics in Practice for Pharmaceutical Care practice, Guidelines for establishing pharmaceutical care practice.

### PP-8 Institutional Pharmacy Practice 3 ممارسة صيدلانية مؤسسية 1+0

**Lectures:** This course is aimed at providing the students insight of institutional pharmacy practice and will be followed by experiential summer training in hospital pharmacy. Lecture topics will include: hospital formulary; Inpatient outpatient and satellite/floor pharmacies; hospital pharmacy supplies, storage, indent; inventory control methods and medication distribution systems, automation in pharmacy practice; unit dose system, IV admixtures, controlled drugs/substance management; Investigational drugs in the hospital pharmacies; prescription and medication errors, medication safety; medication reconciliation, pharmacy and therapeutics Committee, principles of educations of nurses and other paramedics.



**PP-9 First Aid and Emergency Medicine 0+1** و طب الطوارئ الإسعافات الأولية

**Practical**

Introduction to First Aid and Emergency Medicine, triage and referral skills for all ages and all systems of the body. Management of the injured patient and shock, Maintenance of airway passages and intravenous line, Cardiovascular resuscitation, Basic Life Support, management of bleeding, open wounds, fractures, epilepsy, coma, sunstroke, animal bites, high grade fever, burns, poisoning, drowning, head injuries and emergency procedures at home, work, or leisure. Students will be required to successfully complete approved course on BLS in Hospital in an IPE environment

**PP-10 Research Methodology & Biostatistics** منهجية البحث والإحصاء الحيوي

Basic principles of biostatistics and research methodology have also been included in this course like, the research process, scales of measurement, accuracy of data, validity and reliability), research design (objective, literature review, sampling, types of design), clinical trial design (controlled multi-centered studies, random allocating, study types, blindness, placebo effect, retrospective and case studies, data collection forms). Individual variation, statistical terminology, errors of sampling, probability concepts, distribution of random variables, non-parametric methods, validity of results, analysis of variance and tests for significance, choice of proper tests for significance, statistical methods applied to biological assays and proper experimental design. During the course of study the students are divided in groups and each group is assigned a topic to develop a research proposal and defend it.

**PS-17 Natural Products & Alternative Medicine 2+0** كيمياء النواتج الطبيعية والطب البديل

**Lectures:** The course includes wide range of active constituents, their extrication methods, isolation, identification and assay. In addition to identification of the marketed drugs containing these active constituents. Also the course includes the different ways of adulteration and the different methods to detect these adulterations in order to standardize and apply quality control to herbal drugs. The course also deals with herbal medicine, current classes and application.

At the end of this course the students will have a basic background in phytochemistry to pharmacy practice, including the detailed studies about active constituents in the taught systems. In addition the students will be able their basic background in herbal medicine.

Detailed learning objectives provided for each lecture and exercise session are the basis for assessment..

**Third year Sem.2 Electives**

**PS-19 Industrial Pharmacy 2+0** الصيدلة الصناعية  
**Elective**

**Lectures:** This course describes the manufacturing facilities, main unit operations that take place in the pharmaceutical industry and related equipment carrying out such operations. These operations include heat transfer and related pharmaceutical process such as freeze drying, sprays drying and drug stability studies. United States Pharmacopeia, FDA guidelines and fundamental considerations of good manufacturing practice (GMP) and quality control.

**PS-20 Principles of Drug Design 2+0** مبادئ تصميم الأدوية

Elective

**Course Description:**

**Lectures:** This course provides an introduction on the principles of drug design and the development of new therapeutic agents from prototype compounds with special emphasis on drug action at the molecular level. The following topics will be addressed: overview of lead discovery and drug development, targets for biologically active molecules, structure-activity relationships, iso-sterism, pro-drug design, structure-based drug design and applications of molecular modeling.

Summer training [Introductory Pharmacy Practice Experience - IPPE]

**PP-11 IPPE-2 (0 +2) 40 hours/week = 4 weeks during summer**

IPPE (Introductory Pharmacy Practice Experience) course is designed to provide to initial experience of institutional pharmacy practice and administration. Students will be involved in outpatient pharmacy activities like prescription handling and dispensing, patient counseling regarding medication with a comprehensive exposure ambulatory care. In patient pharmacy operations like in patient order entry, unit dose system, intravenous admixture, controlled medication handling will also be practiced by the student under supervision of preceptor. IPPE is preceded by a didactic course and institutional pharmacy practice during second semester of 3<sup>rd</sup> year.

**Fourth Year Sem. 1****PP-12 Law and Ethics in Pharmacy** أخلاقيات وقانون الصيدلة  
Practice 1+0

**Lectures:** Governmental laws, regulations, detailed laws that govern and affect the practice of pharmacy such as drugs, narcotics and medical devices. General legal principles, non-controlled prescription requirements and over the counter drug requirements. Responsibilities of the pharmacist on the care of patients. Professional code of conduct, Common ethical issues and considerations, Identification of ethical problems and their workup.

**PP-13 Therapeutics-3 4+1** علاجات-3

**Lectures:** This course will Focus on the Pharmacotherapy, Patho-Physiology of following disorders , Endocrinologic Disorders: Diabetes Mellitus, Diseases of Thyroid and parathyroid gland , Adrenocortical Disorders, Disorders of calcium Metabolism: Osteoporosis, Women Health: Gynecologic Diseases, Contraception, Hormone Replacement Therapy, Central Nervous System and Psychiatric Disorders: Parkinson's disease, Epilepsy, Alzheimer's Disease, Multiple Sclerosis, Psychiatric Disorders: Anxiety, Depression, Bipolar Disorders , mood and sleep disorders, Attention deficit/hyperactivity disorders (ADHD) , Schizophrenia, Alcoholism & substance abuse smoking cessation.

**Practical:** Clinical case studies, Case-Assisted Student Centered Learning (CASCL), case presentation followed by case discussion and presentation in SOAP format. The students will be required to maintain case histories log book. Students will visit hospital for minimum of 6 hours during the course to interact with other health professionals in relation to clinical case selection, discussion, presentation and reflection in an inter professional environment.

**PP-14 Drug Information Services 2+1** خدمات المعلومات الدوائية

This course will provide the students with concept and scope of Drug Information Services in Health care system. The course will have preview of the process/steps involved in its approval for clinical use, by FDA. It will include sources, types and evaluation of drug information resources, searching for drug information resources to respond to the drug information requests, critical evaluation of the results, using evidence based approach with knowledge of levels of clinical evidence. Fundamentals of research including measures, reliability, validity, ethical concerns, types of various research studies and level of clinical evidence will also be reviewed in this course. The course will also cover formulation of clinical question from a given clinical scenario and responding to such question after literature search and critical appraisal of the result.

**PP-15 Clinical Pharmacokinetics 2+1** حركية الدواء الإكلينيكية

**Lectures:** This course will focus on the basic principles of Pharma-co-kinetic for the purpose of optimizing drug therapy, therapeutic drug monitoring with the emphasis on pharmacokinetics of the following drugs. Therapeutic drug monitoring with the emphasis on pharmacokinetics of the following drugs (such as: aminoglycosides antibiotics, carbamazepine, cyclosporine, digoxin, ethosuximide, lidocaine, lithium, methotrexate, phenobarbital, phenytoin, procainamide, quinidine, salicylates, theophylline, tricyclic antidepressants, Valproic acid and vancomycin).

**Practical:** Group discussions on clinical problems/case scenarios aiming at interpretation of given data in the case scenario and solving the problem in terms of individualized dose calculation to optimize the drug therapy for that particular case/situation

**PP-16 Parental Nutrition 1+0** التغذية الوريدية الكلية

**Course Description:** This course will cover; Principles of Healthy Nutrition, Nutritional Assessment of Hypertension and Cardiovascular Diseases; Critically Ill Patients; Gastrointestinal Diseases ; Renal Disease ; Pulmonary Diseases ; Life Expectancy ;HIV/AIDS ;Metabolic Stress ;Neoplastic Diseases ; Rheumatic Diseases ; Nutrition and Anemias ; Neurological and Mental Disorders, TPN Preparation, Concept , Calculation and Facility, Nutrition support introduction, Enteral nutrition background, Enteral nutrition calculations, Parenteral Nutrition, Parenteral Nutrition calculations, Case studies

**PP-17 Pharmacoeconomics 1+0** اقتصاديات الدواء

**Lectures:** Introduction to Pharmaco- economics, Implication of Pharmaco-economics in Pharmacy, Investigating Pharmaco- economics Research Question, Quality Of life and Quality adjusted Life years , Measuring Cost, Cost Minimization Analysis, Cost Effective analysis , Cost Benefit Analysis , Cost Utility Analysis , Sensitivity Analysis , Decision Analysis, Daily Dose Calculation

## Fourth Year Sem.2

PP-18 Therapeutics-4 4+1 علاجات-5

**Lectures:** Pathophysiology and management of Infectious Diseases:

upper respiratory infections, pneumonia, tuberculosis, urinary tract, intra-abdominal and gastrointestinal tract infections, infective endocarditis, central nervous system sexually transmitted diseases, acquired immunodeficiency syndrome (AIDS), mycotic infections, surgical antibiotic prophylaxis, bacteremia and sepsis, skin and soft tissue infections, immunization therapy

Supportive/palliative care therapy in cancer patients, chronic leukemias, Lymphomas, Lungs cancer, Prostate cancer, Breast cancer, Liver tumours,

Management of Burn patients, Issues in Pediatrics/ neonates and Geriatric drug therapy.

**Practical:** Clinical case studies, Case-Assisted Student Centered Learning (CASCL), case presentation followed by case discussion and presentation in SOAP format. The students will be required to maintain case histories log book. Students will visit hospital for minimum of 6 hours during the course to interact with other health professionals in relation to clinical case selection, discussion, presentation and reflection in an interprofessional environment.

PP-19 Pharmacy Management 2+0 إدارة صيدلية

**Course Description:**

This course introduces basic concepts principles and methods of management in all aspects of pharmacy practice, strategic and business planning and its application in pharmacy practice, fundamentals of human resources, marketing and financial management, needs and motivation theory and its impact on employees' behavior and organizational success, leadership development and decision-making, personal influence and opinion leadership, project management, organizational principles, behavior and culture purchasing and inventory management health insurance plan.

PP-20 Pharm D seminar 0+1 حلقة نقاش

This course will prepare students for presentation in journal club as well as for other assigned topics from didactics, to train the students for effective scientific presentation and scientific communication through response to the questions. The course will include ; Introduction to Scientific Peer reviewed Journal, Critical Steps in the selection of the research article, discussion on the topic, material methods, result, conclusion, and students' comment. The use of multimedia, slides, overheads, handouts and other visual aids as well as methods of answering questions from the audience will also be discussed in this course.

**Presentation:**

Every student will select or will be assigned, a relevant topic to Pharmacy Practice and present it to cover the scope of topic followed by discussion and answering the questions.

PS-18 Clinical Toxicology 2+0 علم السموم التطبيقي

**Lectures:** Definitions, toxicodynamics, toxicokinetics, toxic responses, target organ toxicity, carcinogenicity, mutagenicity, teratogenicity, Management of poisoned patient: decontamination, supportive care, antidotes, Clinical toxicology of drugs: digoxin, aminophylline, beta blockers, calcium channel blockers, anticoagulants, benzodiazepines, antidepressants, antipsychotics, opioids, NSAIDs, Antidiabetic agents, Clinical toxicology of air pollutants, solvents: alcohols, insecticides, herbicides and pesticides, Toxicology of heavy metals

**PP-21 Self Care and Non Prescription Drugs 2+0** العناية الذاتية والأدوية اللاوصفية

**Lectures:** Use of evidence-based approach to establish the safety and effectiveness of self-care options for particular disorders and pharmacist's role in self-medication. Home diagnostic devices. A study of products used by the self-medicating public, including material on the symptoms for which patients seek self-treatment, evaluation and selection of products used to treat them, aspects of patient counseling on the safe and effective use of products and various legal considerations relating to this class of drugs.

**PP-23 Pharmacoepidemiology 1+0** علم وبائيات الدواء

**Lecture:** Pharmacoepidemiology and Its Importance in Pharmacy Practice, Principles of epidemiology applied to the study of drug use evaluation, Medication Safety Pharmacovigilance (Use of pharmacoepidemiology to study beneficial drug effects, Use of pharmacoepidemiology to study adverse drug effects), Continual Monitoring for Unwanted Drug Effects (Post-marketing surveillance), Applications in Pharmacy Practice, Medication Adherence, Statistics in Pharmacopeias, International Perspective (global drug surveillance),

**Fourth Year Sem.2: Electives****BMS-13 Pharmaceutical Biotechnology 2+0** علم التكنولوجيا الحيوية الصيدلانية**Course Description:**

In this course the students will be introduced to pharmaceutical aspects of biotechnology. The topics covered in the course include, gene manipulation (endonuclease digestion, sub-cloning and transfection), recombinant DNA technology to produce recombinant proteins, various expression systems, introduction to tissue culture, applications of recombinant DNA in the pharmaceutical fields, formulation of biotech products including biopharmaceutical considerations, gene therapy, DNA vaccines, biotechnology and drug discovery, the pharmacist's role in biotechnology and dispensing biotechnology products..

**PP-23 Pharmacogenomics 3+0** علم الادوية الجينومي المتقدم

**Lecture:** This course is designed to introduce the students to role of genetics in drug responses. The genetic basis of variability in drug response can contribute to drug efficacy and toxicity, adverse drug reactions and drug-drug interactions The students will learn about genomic variation among humans, web resources for bioinformatics, applications of genomics in human health and complex disease, pharmacogenomics of drug metabolizing enzymes, pharmacogenomics of drug transporting proteins and drug receptors, pharmaco-genetics of drug metabolism and its clinical applications, pharmacogenomics of drug interactions and their adverse effects, cancer pharmacogenomics and pharmacogenomics in drug discovery and drug development..

**Fifth Year****Advanced Pharmacy Practice Experience: 40 weeks**



### Professional Competencies to be achieved at the end of Advanced Pharmacy Practice Experience

Competency -1:	Disease state knowledge and management
Competency -2	Drug therapy planning and evaluation
Competency -3	Monitoring for endpoints and follow up
Competency -4	Patient case presentations, written, oral
Competency -5	Patient interviews, education and counseling
Competency -6	Drug information and literature evaluation
Competency -7	Professionalism: team interaction, motivation
Competency -8	Institutional pharmacy operations drug distribution systems, medication administration

PP-24-25-26      **Advanced Pharmacy Practice Experience      0+35**

**40 weeks**

During the Advanced Pharmacy Practice Experience (clerkship), student will be involved in the provision of advanced clinical pharmacy services in various medical sub-specialty environments. The student will have experience of responsibilities (under direct supervision of preceptor) of:

- **Professional communication and collaboration** with patients and health care providers, while working in **Institutional** Pharmacies as well as in the clinical departments
- **Patient care** including therapeutic decision making by selecting appropriate drug therapy and monitoring that therapy. Students will be actively involved in the areas of: management of disease state, medication therapy management, patients' monitoring, care-planning and follow up, patients chart review including the patients' lab data, medication history, drug information and discharge medication counseling, in an interprofessional environment
- **Organizational and Professional** skills required to work in community as well as institutional pharmacy set up.

Student will have to complete total 10 rotations, 4 weeks each; 5 compulsory and 5 of his own choice from the following list B:

- A. Core:** Internal Medicine, Ambulatory Care, Institutional Pharmacy, and Community Pharmacy, Critical Care
- B. Elective:** 1. Cardiology & CCU    2. Intensive and Critical Care, 3. Surgery,    4. Nephrology, 5. Oncology and hematology, 6. Infectious Diseases    7. Anticoagulant Clinic/Clinical Pharmacokinetics 9. Nutritional Support    8. Emergency medicine 10. Endocrinology, 11. Pulmonary Medicine, 12. Psychiatry,

PP-21/M      **APPE-1 Internal Medicine      40 Hours**

الطب الباطني

This rotation will prepare the student with knowledge base and problem solving skills relating to the drug therapy management of patients in internal medicine with pharmaceutical care perspective

<b>PP-21/IPP</b>	<b>APPE-2</b>	التدريب على الممارسة الصيدلانية السريرية المؤسسية
	Institutional Pharmacy Practice: 40 hours/week	

This rotation will expose students to the practice of institutional pharmacy, its organization , operation and management , preparation, storage and supply of various medications, the role of pharmacists in professional decision making, ( P&T committee) and how the pharmacist and staff supports the well-being of the patient

<b>PP-21/AC</b>	<b>APPE-3:</b>	الرعاية الإسعافية
	Ambulatory Care 40 h/week	

This rotation will prepare the student with knowledge and skills for solving patients' problem relating to the therapeutic management of common disease states in an ambulatory pharmaceutical care setting. Student will work as full time trainee in the Pharmaceutical Care Clinic of a hospital providing patient counseling, pharmaceutical care and drug therapy monitoring to out patients.

<b>PP-21/C.ICU</b>	<b>APPE-4:</b> Cardiology & Intensive	علم أمراض القلب والعناية المركزة لأمراض القلب
	Cardiology Care40H/week	

This rotation is to prepare the student with knowledge and skills for solving patients' problem relating to the therapeutic management of patients with cardiovascular diseases like Ischemic Heart Disease: Angina and Acute Coronary Syndrome Essential hypertension, hypertensive urgencies and emergency Ventricular and atrial arrhythmias Congestive Heart Failure/Cardiomyopathy Cardiogenic Shock Endocarditis Hyperlipidemia Anticoagulation, Cerebrovascular diseases , while working with a team of experts both in ambulatory and ICC environment

<b>PP-21/P</b>	<b>APPE-5:</b>	Pediatrics طب الأطفال
	40H/week	

This rotation will provide the student the opportunity to develop skills in dealing with direct patient care needs of pediatric population with special attention to dosage schedules. Student will participate in therapeutic decision making process by drug therapy management and its monitoring, with a patient specific medication counseling to parents and health professionals

<b>PP-21/CC.ICU</b>	<b>APPE-6:</b> Critical Care	العناية المركزة
	40 hours/week	

This rotation will provide the student the opportunity to develop skills for dealing with critically ill patients, under the supervision of team of multidisciplinary health care experts in an ICU environment. Main areas covered will be Fluid electrolyte balance, cardiovascular hemodynamics, therapeutic drug monitoring for critically ill patients TPN, glycemic control, prevention of stress ulcers, DVT, ventilator associated pneumonia, sepsis etc

<b>PP-21/H&amp;O</b>	<b>APPE-7:</b>	Hematology/Oncology أمراض الدم والأورام
	40H/week	

The rotation will provide the student with the opportunity to develop skills in drug therapy management of hematology/oncology patients, like breast lung gastric and colonic cancer, leukemias and lymphomas in relation to supportive, palliative and curative therapy.

**PP-21/N**      **APPE-8:Nephrology 40 H/weeks**      أمراض الكلى

This rotation will provide the student with an opportunity to develop his/her skills in drug therapy management of Acute and Chronic Renal Failure along with co-existing morbidities, like hypertension and diabetes mellitus , being an active member of team of health professionals, taking part in therapeutic decision making, its application and monitoring.

**PP-21/ID**      APPE-9: Infectious Diseases 40      الأمراض المعدية  
H/week

This rotation will provide an opportunity to the student to equip with a knowledge base and problem solving skills relating to drug therapy management of infectious diseases with a pharmaceutical care perspective. Student will work with experts team of health professionals in this area and also in an antimicrobial management program.

**PP-21/EM**      APPE-10 Emergency Medicine 40 H/week      طب الطوارئ

This rotation will provide the student with a knowledge base and problem solving skills relating to the provision of emergency medical care by exposing him to an experience with the EMS System, with a team of health care professionals



### 3.6 Facilities at the College

**In order to provide the encouraging scientific learning environment and to achieve the highest quality of standards, we have done following things:**

- Seven spacious Classrooms are equipped with various means of advanced education, and designated to increase comprehension and understanding.
- Four Student labs and special research laboratory designed and equipped with state of the art modern equipment.
- College library for faculty members and students contains more than 250 books and CD programs, in addition to subscription to more than 12 scientific journals.
- Drug Museum
- Computer lab.
- Restrooms in male and female sections.
- Meeting room.
- Electronic display screens to view College's events in male and female sections.
- The college has provided desktop computers to all faculty members and administrative staff. The faculty members are provided with a Laptop computer in addition to a desktop computer.

Based on the recognition of the importance of the College of Clinical Pharmacy, the college got an approval to build a temporary building that follows the international specifications and standards.

The project of the temporary building occupies an area of about 17110 m<sup>2</sup>. This building includes 21 laboratories for the different college departments, 22 classrooms, 3 auditoria, a central library and a computer laboratory in addition to a typical animal house, offices and administrative and technical rooms





**Class Rooms**



**Laboratories**



**Auditorium**







**Research Labs**



**Research Labs**



**College Corridor**



## 4. About Departments

### 4.1 Dept. of Pharmaceutical Sciences

#### Mission:

The mission of the Department is to excel in Pharmaceutical Sciences' **education** and **research** through collaboration with other departments and programs (IPE), to prepare **life- long learners** (students) having basic and applied knowledge required for **discovery, development, and rational use of pharmaceutical agents** (all courses) for **prevention and treatment of diseases** (patient care)

#### Goals & Objectives:

- Provide challenging and quality course work in Pharmaceutical Sciences to prepare life long learners
  - Develop integrated courses: ILO', blue printing, course plan with s
  - Apply students centered learning: Case based teaching
  - Library assignments and projects
  - Assessments: case based, assessing higher learning
  - Initiate proposal for PG courses
- Recommend, recruit, develop and retain experienced faculty
  - Assist recruitment committee
  - Support Faculty development program:
    - Departmental staff development program
    - COCP and University Level programs
    - National and International
  - Provide excellent Administrative and collegial environment
  - Orientation of new faculty
  - Meetings SOPs
  - Facilities for students and staff
  - Social gatherings
- Collaborate with other Departments and programs for IPE and Research
  - IPE
  - Research
- Contribute to COCP and KFU mission in teaching, research and Community Engagement
  - Research targets:
    - KFU research grant target
    - National (KACST)
    - International
    - Students research
- 4.2 Community Engagement
  - Community research: through students

- Service learning in different courses
- Community Service:
  - Educate/assist Community/Hospital pharmacists through Lectures

Both didactic and experiential teaching strategies are adopted by our faculty members, including class room teaching using multimedia support, small group discussions, laboratory experiments, tutorial sessions and use of online support through Web CT. Our academic staff models the values, ethics, and attitudes of the profession for undergraduates and is dedicated to helping each student achieve his or her career objectives in the pharmaceutical sciences.

The department is actively involved in research and currently has funding from University as well as from KACST to support number of ongoing research projects.

Various new academic projects are in the pipeline including postgraduate degree program in pharmaceutical sciences.

Serial	Course Code	Course No.	Subject	Units	Contact hours
1	PS-1	2010111	Fundamentals of Pharmaceutics	(2 + 1)	5
2	PS-2	2010112	Pharmaceutical Organic Chemistry-1	(3+ 1)	6
3	PS-3	2010121	Physical Pharmacy	(2 + 1)	5
4	PS-4	2010122	Pharmaceutical Analytical Chemistry	(2 + 1)	5
5	PS-5	2010123	Pharmaceutical Organic Chemistry-2	(3 + 0)	3
6	PS-6	2010124	Pharmacology-1	(2 + 0)	2
7	PS-7	2010211	Pharmacology-2	(2 + 1)	5
8	PS-8	2010212	Medicinal Chemistry-1	(3 + 0)	3
9	PS-9	2010213	Pharmacognosy	(2 + 1)	5
10	PS-10	2010221	Pharmacology-3	(3 + 0)	3
11	PS-11	2010222	Medicinal Chemistry-2	(3 + 0)	3
12	PS-12	2010223	Pharmaceutical Dosage Forms.	(2 + 1)	5
13	PS-13	2010311	Pharmacology-4	(3 + 0)	3
14	PS-14	2010312	Pharmaceutical Delivery System	(2+0)	2
15	PS-15	2010313	Medicinal Chemistry-3	(2 + 0)	3
16	PS-16	2010314	Biopharmaceutics	(2 + 1)	5
17	PS-17	2010321	Natural Products & Herbal Medicine	(2 + 0)	2
18	PS-18	2010421	Clinical Toxicology	(3 + 0)	3
19	PS-19	2010322	Industrial Pharmacy (elective)	(2+0)	2
20	PS-20	2010323	Principles of Drug Design(elective)	(2+0)	2
<b>Total credit hours</b>				<b>56(48+8)</b>	<b>72</b>

### 4.1.1 Head of the Department



#### Bandar E. Al-Dhubiab

Nationality	: Saudi
General Specialty	: Pharmacokinetics
Academic Rank	: Associate Professor
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**Dr. Bandar E. Al-Dhubiab** has completed his graduation from King Saud University, KSA and Doctorate from University of Arizona, Arizona, USA. He is actively engaged in teaching and research in Pharmaceutics and Pharmacokinetics of drugs. His main areas of interests include pharmaceutics and pharmacokinetics. He is presently heading Department of Pharmaceutical Sciences at College of Clinical Pharmacy, KFU. His main areas of interests include Analysis of Pharmaceutical Compounds, Dissolution studies of some generic drugs and Development of new analytical methods using HPLC. He has many publications in many national and international journals. He has also presented many papers in national and international conferences. Currently, he is actively engaged in the process of NCAAA accreditation for the Pharm D programme at College of Clinical Pharmacy, King Faisal University, Saudi Arabia.

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### 4.1.2 Staff of the Department



#### Dr. Mahesh Attimarad

Nationality	: Indian
Educational Qualification	: M. Pharm., Ph. D
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Dr. Mahesh Attimarad is graduated from Al-Ameen College of Pharmacy and completed his doctorate in Pharmaceutical and Analytical Chemistry at Rajiv Gandhi University of Health Sciences, Bangalore, India. He teaches text and practical based courses including: Pharmaceutical Organic Chemistry, Pharmaceutical Analytical chemistry and Medicinal Chemistry at College of Clinical Pharmacy, KFU. He is actively involved in the research and received few research grants from KFU. His major research interests include Development of new analytical methods for drug molecules for estimation in pharmaceutical formulations and body fluids (blood and urine), Microwave assisted synthesis of organic compounds, and Design and synthesis of NSAIDs and Screening for anti-inflammatory and analgesic activities. He has many national and international publications in peer reviewed journals to his credit and



serves on the editorial board of several international journals.

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#### Dr. Sree Harsha

Nationality	: Indian
Educational Qualification	: M. Pharm., Ph. D
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Dr. Sree Harsha received his Master of Pharmacy Degree (ranked top 5) and subsequently earned a doctorate in Pharmaceutics from Rajiv Gandhi University of Health Sciences, Bangalore, India in 2006. He came to King Faisal University in 2007 as an assistant professor in the Department of Pharmaceutical Sciences, bringing with him several years' worth of teaching experience in fundamentals of pharmaceutics and drug delivery systems. His primary area of focus is pharmaceutical technology and novel/targeted drug delivery systems. For this research he received grants from Deanship of Scientific research, King Faisal University. The author contributed so far to 14 peer-reviewed full papers on a variety of topics in lung targeting, topical drug delivery, and mucoadhesive drug delivery systems. He has contributed in writing a book chapter titled "Targeted Drug Delivery System" and "Microspheres" in Textbook of Industrial Pharmacy, Publisher-Orient Longman Private Ltd. In addition he is an Ad-Hoc reviewer for scientific journals (International Journal of Pharmaceutics, The Journal of Pharmaceutical Innovation, Journal of Microencapsulation Drug Design, Development and Therapy, International Journal of Nanomedicine, Journal of Medicinal Plants Research, The African Journal of Food Sciences, The Archives of Pharmaceutical Sciences and Research). *He has attended many seminars and Workshop both national and international on Pharmaceutical Technology and Public health issues.* Dr. Sree Harsha has attained local and international professional affiliations.

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#### Dr. Promise Madu Emeka

Nationality	: Nigerian/British
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Dr. Promise Madu Emeka graduated from University of Ibadan, Nigeria for his first degree. He did his postgraduate in pharmacology and graduated with MSc from the University of Lagos Nigeria where he later obtained his Doctorate in pharmacology. Currently, he is involved in teaching Pharmacology in College of Clinical Pharmacy, KFU. His major research interest has



been pharmacological and toxicological evaluation of drug and drug products. He has published many national and international publications in reputed journals.

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#### **Dr. Mohamed A. Morsy**

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Dr. Mohamed A. Morsy holds a bachelor in Pharmaceutical Sciences, PhD in Pharmacology and Diploma in Clinical Pharmacy. He spent more than 20 years in teaching Pharmacology to Medical, Pharmacy, Dental and Nursing under- and postgraduates. He contributed in writing a chapter in an international book about peptic ulcer disease. He has about 20 national and international publications in the field of Pharmacology. He is a reviewer in many international journals e.g. European Journal of Pharmacology, Pharmacy and Pharmacology, and Clinical and Experimental Pharmacology and Physiology. He supervised 8 master and PhD theses. In addition to a 4-year PhD scholarship in Japan, he was awarded a grant to initiate joint research for screening for inducers of molecular chaperone in Sojo University, Japan. His major research interest is hepato-, gastro-, and nephro-protective agents. He shared in many national and international conferences. He is a membership in many professional organizations like American Society for Pharmacology and Experimental Therapeutics.

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#### **Dr. Anroop B. Nair**

Nationality : Indian  
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Dr. Anroop Nair has received his Bachelor of Pharmacy from MGR Medical University, Chennai, Master of Pharmacy in 1998 from BIT, Mesra, Ranchi and PhD in Pharmaceutics from Jadavpur University, Kolkata, India. He has done his postdoctoral fellowship in noninvasive drug delivery in the Department of Pharmaceutics of University of Mississippi, USA. Currently, he is engaged in teaching the pharmaceutics subjects for undergraduate students in the College of Clinical Pharmacy, KFU. He has fifteen years of experience in teaching the undergraduate and Master's students. Dr. Nair has recently received a prestigious research grant from King Abdulaziz city for Science and Technology (KACST), National

Science, Technology and Innovation Plan under Strategic Technology program. His core research interests revolve around the solubility/permeability dogma (with biopharmaceutics classification system as the central theme) in the design and delivery of drug molecules for optimum therapeutic effect. He has a multidisciplinary research background with more than a decade of research experience in drug delivery systems and expertise in the field of novel preclinical drug delivery approaches, trans-ungual drug delivery, topical & transdermal drug delivery, pharmacokinetic studies, dermatokinetic studies, nano formulation and drug delivery, *in vivo* animal studies, oral controlled drug delivery, targeted drug delivery etc. Presently, Dr. Nair is working on various drug delivery projects with the objective of improving the treatment methods of diseases and replace all invasive and painful techniques with the most patient acceptable non invasive techniques. The major research project which he has executed during his post doctoral fellow has successfully completed the phase II clinical trials. His constant efforts in research have enhanced the comprehension on the development of novel drug delivery systems in general and in specific the transdermal and trans-ungual drug delivery. He has effectively completed six research grants and has guided twenty five Master level projects. He has more than 100 research findings which are published in peer reviewed journals or presented in conferences. In addition, he is an active member of several pharmaceutical councils/forums, and reviewer for several peer reviewed journals.



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#### Dr. Tamer Mohamed Shehata

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Dr. Tamer graduated from Faculty of Pharmacy Zagazig University Egypt, MSc. in Pharmaceutics from Zagazig University in 2004. In March 2009, Dr. Tamer received his PhD. from Faculty of Pharmacy Okayama University Japan. He is a staff member in department of Pharmaceutics and Industrial Pharmacy Faculty of Pharmacy Zagazig University until now. Since June 2012, he joined College of Clinical Pharmacy, KFU as Assistant Professor. Dr. Tamer's research lies in the area of formulation and evaluation of different pharmaceutical dosage forms such as tablet, suppositories, creams, ointments, gels and microspheres. More recently his interest shifted towards the development of nano-drug delivery systems, characterization, *invitro* and *invivo* evaluation. In brief, he focused on development of polymeric coated nanocarriers for anticancer drugs, specifically using surface modified liposomes and niosomes. He had a good experience in animal handling for measuring pharmacokinetics, biodistribution and drug efficacy by HPLC and radioactive labeling. In addition he is utilizing cancer cell lines and tumor inoculated animals in order to evaluate

toxicity profile studies of nanoparticulate loaded with anticancer drugs. Dr. Tamer participated in a lot of national and international conferences with research presentations and posters. He has published many national and international publications in reputed journals.

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### Dr. Mohammed Abdou Khedr

Nationality	: Egyptian
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Dr. Mohammed Abdou Khedr did his PhD in ‘‘Computer-aided drug design and synthesis of novel antivirals’’ from Cardiff University, UK. His research interests are Design and synthesis of PARP-1 enzyme inhibitors, Design and synthesis of COX-2 inhibitors, Design and synthesis of novel anticancer compounds, Design of new anti HCV enzyme, Design of Antidiabetic compounds, Molecular docking, Homology modeling, and all aspects of drugdesign. He had delivered many lectures and Speaker and Organizer of Some workshops for ‘‘Molecular Modeling in Drug design’’, Egypt. He has supervised PhD thesis ‘‘synthesis of new theinopyrimidines of expected biological activities’’, Helwan University, Egypt. and he is also a research advisor for a PhD thesis in King Saud University and A research advisor for a PhD thesis , National Research Institute, Egypt. He has vast experience in Quality management such as Worked in The Supreme court of universities (Group3) in the Project Management Unit PMU. As a coordinator, reviewer. Experience in revising the strategic Plans. Involved in the preparation of research plan, action plan, and staff development plan for Faculty of Pharmacy, Helwan University. He has published many papers in national and international journals.

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### Dr. Sabah H. Akrawi

Nationality	: USA
Education	: B. Pharm., PhD.
General Specialty	: Pharmacy
Minor Specialty	: Clinical Pharmacokinetics & Biopharmaceutics
Academic Rank	: Associate Professor
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Phone	: 0096635898969
Mobile	: 00966504922094

Dr. Sabah H. Akrawi, B.Pharm, PhD. was graduated from the College of Pharmacy, University of Kentucky, USA, specialized in Clinical Pharmacokinetics and Biopharmaceutics. He teaches under and

post graduate Pharmacy students the courses of Clinical Pharmacokinetics, Pharmacokinetics, Biopharmaceutics, Metabolism, Physical Pharmacy and Applied Therapeutics, and he supervised more than 17 graduate students in the area of Biopharmaceutics, Drug-Drug Interaction, Bioavailability studies. He worked as a principal investigator for many Bioequivalence studies. His Research activities included the determination and evaluation of serum drug concentration to detect its relationship of the pharmacokinetic parameters to the therapeutic effects and pharmaceutical dosage form. Moreover, performed and validated drug analytical method.

For instance; the evaluation and interpretation of the pharmacokinetic parameters of drugs (AUC, Clearance,  $T_{1/2}$ ,  $K_e$ ,  $K_m$ ,  $C_{max}$ ,  $T_{max}$ ,  $V_d$  ...etc.); Pharmacokinetic/ Pharmacodynamic relationship. Drugs under investigations required studies to determine their disposition, stereoselective disposition, through renal or metabolic route of elimination in addition to its absorption and distribution in various body tissues; dose and dosing rate can be specified after treating the data with statistical programs to determine if it is significant or not; effect of Drug-Drug and Drug-Food interaction on the disposition and its effect on pharmacokinetic parameters; bioavailability and bioequivalence studies include three parts the clinical, analytical and data statistical analysis; using micro sampling technique and the chronic intra hepatic infusion of drugs in unrestrained animals to predict the drug disposition and concentration profile. Moreover, he published several articles in national and international scientific journals, established two bioequivalence studies centers, and he performed several bioequivalence studies for different drug molecules as a principal investigator and head of the analytical laboratory, provided to different drug companies.

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#### Dr. Hany Ezzat Khalil Ahmed



Nationality	: Egyptian
Educational Qualification	: PhD
General Specialty	: Pharmacognosy [Natural Products Chemistry]
Academic Rank	: Assistant Professor
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He is an assistant professor of pharmacognosy. He got his Ph.D., in Pharmaceutical Sciences (Pharmacognosy) Faculty of Pharmacy, Hiroshima University, Japan; Minia University, Egypt, under the title of "Phytochemical and Biological Studies of *Montanoa bipinnatifida*, Family Asteraceae, Cultivated in Egypt". He has gained an experience in a wide range of isolation of naturally occurring compounds from plants using normal and advanced tools of chromatography as well as interpretation of the isolated compounds during his Ph.D. studies in Hiroshima University in Japan. In addition, He has gained an experience in biological investigation of the identified compounds and the extracts such as; antihyperglycemic, antioxidant, gastroprotective actions, DPPH assay, Multi drug resistance assay, A549 cytotoxicity assay, anti-leishmanial assay and routine antimicrobial activities. His main interest is discovery of novel biologically active compounds that could be used to develop new therapeutic medical agents. He has supervised for 4 master students, Faculty of Pharmacy,



Minia University, Minia, Egypt. He has published many papers in national and international journals.

As a part of his administrative responsibilities, he was the assistant manager of the CIQAP (continuous improvement for quality assurance and accreditation project) of the faculty. He was also a board member of a special Pharmaceutical and Herbal Products, Crisis management and Quality assurance units as well as the executive manager of portal in the Faculty of Pharmacy, Minia University, Minia, Egypt.

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#### Dr. Christophe Tradrat

Nationality	: French
Educational Qualification	: Doctorate, Post-Doc
General Specialty	: Organic/Medicinal Chemistry
Academic Rank	: Assistant Professor
Mobile	: +966-547208319
E-Mail	: <a href="mailto:c_tradrat@yahoo.fr">c_tradrat@yahoo.fr</a>

Dr. Christophe Tradrat received his Magistère Inter-Universitaire de Chimie in 1996 from the Ecole Normale Supérieure/Université Pierre et Marie Curie of Paris and his Doctorate in Organic/Medicinal Chemistry in 1999 from the Faculty of Pharmaceutical and Biological Sciences in Paris, working in the group of Professor Henri-Philippe Husson on the synthesis of pharmacologically active heterocyclic compounds. Patents in the discovery of synthetic compounds as promising anti-cancer agents were registered after his thesis completion. After nearly two years as Research Associate in the laboratory of Professor Anthony G.M. Barrett at Imperial College in London devoted to solid-phase methodology for the generation of diverse libraries of natural-product-like molecules, Dr. Christophe joined the group of Professor Yves Troin at Ecole Nationale Supérieure de Chimie de Clermont-Ferrand, where he was involved in efforts toward the asymmetric synthesis of quinolizidine and indolizidine natural products. He held the position of Assistant Professor of Chemistry at Notre Dame University in Lebanon from 2004 to 2010. He was then appointed as Assistant Professor to the Faculty of Pharmacy at Umm Al-Qura University, and recently to the Faculty of Clinical Pharmacy at King Faisal University in Saudi Arabia. His research interests include synthetic methodology, heterocyclic chemistry, asymmetric synthesis, solid-phase synthesis for combinatorial chemistry and medicinal chemistry in drug discovery in the field of cancer. Dr. Christophe has strong experience in multi-step organic syntheses at the forefront of the discovery of active compounds. He is familiar with the planning of synthetic routes, the execution of reactions in solution and in solid phase, and current methods of isolation and characterization of products. He has excellent training in modern spectroscopic and analytic techniques especially in Nuclear Magnetic Resonance, IR and GC/MS.

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#### Dr. Maged El-Sayed Mohamed

Nationality	: Egyptian
Educational Qualification	: PhD
General Specialty	: Pharmacognosy
Academic Rank	: Assistant Professor
Tel: / Ext	: +966-3-5898970
Mobile	: +966-542990226



E-Mail : memohamed@kfu.edu.sa

Dr Maged El-Sayed Mohamed has received his PhD degree from the school of Biological Sciences, University of Bristol, United Kingdom in 2009 in plant molecular biology and biotechnology and their applications in the field of medicinal plants and pharmaceuticals.

Science his PhD, Dr Mohamed has been engaged in teaching Pharmacognosy, natural products chemistry, plant molecular biology and related subjects. The main research area for Dr Mohamed is natural products, how to produce them in nature or and using molecular biology and genetic engineering techniques; pathways for production natural products; methods for isolation, identification and chemical structure elucidation of natural products. One of the main research areas Dr Mohamed works in is the area of plant volatile and essential oils. Dr Mohamed attended many scientific conferences and has many publications nationally and internationally. Dr Mohamed is a member of many societies such as phytochemical society of Europe and American society of pharmacognosy. Dr Mohamed has more than 5 year experience in quality control, assurance and management in higher education. He had many workshops as a trainee and a trainer and performed many peer reviewing visits in Zagzig University, Egypt. He was the vice-manager of the quality management unit in the faculty of Pharmacy, Zagazig University, Egypt for 3 years.

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### Dr. Venugopala Gowda

Nationality	: Indian
Educational Qualification	: PhD
General Specialty	: Pharmaceutical Chemistry
Academic Rank	: Asst. Professor
Email	: kvenugopala@kfu.edu.sa

Dr. Katharigatta Narayanaswamy Venugopala is graduated in Pharmacy with first class from Bangalore University, completed M.Pharm (Pharmaceutical Chemistry) from Rajiv Gandhi University of Health Sciences, Bangalore with II rank and obtained Ph.D (Pharmaceutical Chemistry) from Rajiv Gandhi University of Health Sciences, Bangalore with international peer reviewed publications. Dr Venugopala has worked as research associate at Department of Solid State and Structural Chemistry Unit, Indian Institute of Science, Bangalore on crystallography and done his postdoctoral fellowship at University of KwaZulu-Natal, South Africa on synthesis of natural cyclic depsi-peptide analogues as anti-TB agents. He also worked as NRF Innovation postdoctoral research scholar at Durban University of Technology on Identification of heterocyclic lead compounds for antitubercular activity against MDR and XDR strains.

Dr Venugopala got 13 years of teaching experience at undergraduate and postgraduate level, supervised and co-supervised B.Tech (Hons), M.Pharm and M.Tech research projects and presented over 25 research papers at national and international conferences and published over 65 research papers in national and international journals. He was involved in multidisciplinary

research projects and worked with universities such as Universidad Nacional de Córdoba, Argentina, Université de Rennes, France, Indian Institute of Science Education and Research, India, Istituto Italiano di Tecnologia, Italy and University of Barcelona, Spain. His research area is on design and synthesis of heterocyclic/cyclic depsi-peptide compounds for analgesic, anti-inflammatory, antioxidant, anti-TB, anti-HIV and antimosquito activity.

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**Dr. Sara Aldossary**

Nationality : Saudi  
General Specialty : Pharmacology  
Academic Rank : Assistant Professor  
IP Phone No : 6904  
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Dr. Sara A. Aldossary has completed her graduation from King Saud University, KSA, Master in safety pharmacology from Bradford University, UK and Doctorate from University of Leicester, UK. She is actively engaged in teaching and research in Pharmacological action of drugs. Her main areas of interests include Identifying novel targets in primary sensory neurons that might be suitable for the development of analgesic drugs. In addition, investigating the molecular mechanism of prostaglandins induced allodynia and hyperalgesia following damage to peripheral tissues. She is currently assistant professor in the Department of Pharmaceutical Sciences at College of Clinical Pharmacy, KFU.

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**Dr. Michelyne Haroun**

Nationality : French  
Educational Qualification : Doctorate  
General Specialty : Organic/Medicinal Chemistry  
Academic Rank : Assistant Professor  
Tel: / Ext : 9823  
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Dr. Michelyne Haroun obtained her DEA in Chemistry in 1997 from Louis Pasteur University, Strasbourg, working on the synthesis of calixarenes for the complexation of heavy metals. She received her Doctorate Organic/Medicinal Chemistry in 2001 from the Faculty of Pharmaceutical and Biological Sciences, University of Paris V, where she was involved in the design, synthesis, characterization, and biological evaluation of heterocyclic compounds as anti-cancer agents. Some of the designed molecules showed potent cytotoxic activities attributable to its DNA-binding properties and its stabilization of topoisomerase-II-DNA covalent complexes properties thus providing a novel lead compound for the design of gene-targeted anticancer agents. She was appointed as Assistant Professor of chemistry from 2002 to 2009 at Notre Dame University in Lebanon. In 2009, she joined the prestigious Doctoral School of the Lebanese University in Beirut where she pursued her research activities. In 2010, she moved to the Department of Pharmaceutical Chemistry of the Faculty of Pharmacy at Umm Al-Qura University. She presently adheres to the Department of Pharmaceutical Sciences of the Faculty of Clinical Pharmacy at King Faisal University in Saudi Arabia. Her research

interests lie in the area of heterocyclic chemistry. She is currently conducting research programs in Chemistry-Biology interface, as Medicinal Chemistry is paying increasing attention to the development of methods for the synthesis of condensed heterocyclic structures. Interest in such compounds is due to the prospects of seeking new biologically active substances, particularly substances that are cytotoxic against a panel of tumor cell lines. She has acquired expertise in molecular modeling and drug design in addition to modern techniques in organic synthesis, including designing pathways, troubleshooting chemical reactions, monitoring reactions, isolation, purification, and structural identification of reaction products with modern spectroscopy techniques including NMR, MS, and IR. In addition to her academic responsibilities, Dr. Haroun is an active member of the Editorial Board of Arabian Journal of Chemistry.

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**Dr. Nancy Safwet Abdel Daium Younis**

Nationality : Egyptian  
Educational Qualification : M. Sc, Ph. D  
General Specialty : Pharmacology  
Academic Rank : Assistant Professor  
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Dr. Nancy graduated from Faculty of Pharmacy, Zagazig University, Egypt with a B. Sc. Degree in pharmaceutical sciences in 2001. Dr Nancy Safwat was granted her MSc. in Pharmacology from the College of Pharmacy, Zagazig University in 2006. In June 2014; Dr Nancy Safwat received her PhD in pharmacology from the College of Pharmacy, Zagazig University with a dissertation discussed the "Role of Toll like receptors in brain ischemia". Dr Nancy Safwat has become an American Board Pharmacotherapy specialist in July 2014. During the period from March 2007 to March 2009, Dr Nancy Safwat worked as a research assistant in the department of Physiology and Pharmacology, School of Medical Sciences, University of Bristol, United Kingdom, in a project granted through the British heart foundation on the Ryanodine receptors signalling cascade. Dr Nancy Safwat research interests are in Diabetes and its complications; Stroke and related disorders, Toll like receptor signaling cascade and Cardiovascular pharmacology and pharmacotherapy. Dr Nancy Safwat had a good experience in animal handling for measuring different parameters and surgical procedures. Dr Younis is member of many societies such as British Society of Pharmacology, British Heart Foundation and Egyptian Society of Pharmacology and Experimental Therapeutics.

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**Dr. Heba Elsewedy**

Nationality : Egyptian  
Educational Qualification : M. Pharmacy  
General Specialty : Pharmaceutics  
Academic Rank : Pharmacist  
Tel: / Ext : +966-135899833  
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Ph. Heba Elsewedy graduated from faculty of pharmacy, Zagazig University, Egypt and obtained her master degree in 2013 from Zagazig University, Egypt. She joined Egyptian

ministry of health as a pharmacist from 2003 till 2014. Ph Heba is specialized in pharmaceuticals and industrial pharmacy. Currently, she is involved in teaching practical fundamental of pharmaceuticals and practical of biopharmaceutics in College of Clinical Pharmacy, KFU. Her major research interests are transdermal drug delivery system, targeting drug delivery and formulation of nanoparticles.

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## Teaching Assistants

### Nouf Saleh Alwadei

Job : Teaching Assistant

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### Sukainah Aiyesh Aherz

Job: Teaching Assistant

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## 4.2 Dept. of Biomedical Sciences

### Mission:

The mission of the Department is to excel in Biomedical Sciences' **education** and **research** through collaboration with other departments, programs and the community to prepare **life-long**, having basic and applied knowledge required for development of diagnostic and therapeutic strategies for **prevention and treatment of diseases**

### Goals & Objectives:

- Provide challenging and quality course work in Biomedical Sciences to prepare life long learners
  - Develop integrated courses: ILO', blue printing, course plan with s
  - Apply students centered learning: Case based teaching
  - Library assignments and projects
  - Assessments: case based, assessing higher learning
  - Initiate proposal for PG courses
- Recommend, recruit, develop and retain experienced faculty
  - Assist recruitment committee
  - Support Faculty development program:
    - Departmental staff development program
    - COCP and University Level programs
    - National and International
  - Provide excellent Administrative and collegial environment
    - Orientation of new faculty
    - Meetings SOPs
    - Facilities for students and staff
    - Social gatherings
- Collaborate with other Departments and programs for IPE and Research
  - IPE
  - Research
- Contribute to COCP and KFU mission in teaching research and Community Engagement
  - Research targets:
    - KFU research grant target
    - National (KACST)
    - International
    - Students research
  - Community Engagement
    - Community research: through students
    - Service learning in different courses
    - Community Service:
      - Educate/assist Community/Hospital pharmacists through Lectures
      - Consultation services

The Department of Biomedical Sciences comprises faculty members from diverse biomedical and biological disciplines. Our mission is to train students in all aspects of biomedical sciences to prepare them become competent pharmacists and productive members of the society. Our department offers courses in Anatomy, Histology, Physiology, Pathophysiology,



Biochemistry, Microbiology, Immunology and Molecular Biology. In addition, we are dedicated to basic research in life sciences, applied biomedical research and medical education.

Serial	Course Code	Course No.	Subject	Units	Contact Hours
1	BMS-1	2020111	Physiology-1	(2+1)	5
2	BMS-2	2020112	Anatomy and Histology-1	(1+1)	4
3	BMS-3	2020113	Biochemistry-1	(2+0)	2
4	BMS-4	2020121	Physiology-2	(2+0)	2
5	BMS-5	2020122	Anatomy and Histology-2	(1+1)	4
6	BMS-6	2020123	Biochemistry-2	(2+0)	2
7	BMS-7	2020211	Pathophysiology-1	(2+0)	2
8	BMS-8	2020212	Clinical Biochemistry and Nutritional Support	(2+1)	2
9	BMS-9	2020213	Molecular Biology	(2+0)	2
10	BMS-10	2020221	Pathophysiology-2	(2+0)	2
11	BMS-11	2020222	Immunology	(2+0)	2
12	BMS-12	2020223	Microbiology	(3+1)	6
13	BMS-13 (elective)	2020421	Pharmaceutical Biotechnology	(2+0)	2
<b>Total credit hours</b>				31 (25+6)	<b>43</b>

## 4.2.1 Staff of the Department



### Dr. Sahibzada Tasleem Rasool

Nationality	: Pakistani
Educational Qualification	: MBBS, MA, Ph. D
General Specialty	: Microbiology
Academic Rank	: Assistant Professor
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Dr. Sahibzada Tasleem Rasool completed his graduate degree in Medicine (MBBS) from The University of Punjab, Lahore Pakistan. He sought a career in research and teaching of Basic Medical Sciences and earned an MA in Biochemistry from University of Scranton, Pennsylvania, USA. He worked in USA for few years to return back to Pakistan as a faculty member in the department of Biochemistry at a distinguished medical school. Later he joined State Key Laboratory of Virology, Wuhan University, China and worked successfully to complete his PhD program. His research interest includes interactions between viruses and inflammatory pathways including involvement of various novel cytokines.

More recently his interest shifted towards studying the cellular signal transduction pathways. He is currently the chief editor of an online open access peer reviewed journal, *i.e.* International Journal of Basic and Clinical Research. He has published several articles in peer reviewed journals and has an h-index of 5.0. Currently he is involved in teaching Microbiology, Immunology and Molecular Biology in College of Clinical Pharmacy, KFU.

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#### Dr. Muhammad Shahzad Chohan

Nationality : Pakistani  
 Educational Qualification : M.B.B.S. M. Phil  
 General Specialty : Anatomy  
 Academic Rank : Assistant Professor  
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Dr. Muhammad Shahzad Chohan completed graduation from Nishtar Medical College, Multan, Pakistan and post graduation from University of Health Sciences, Lahore, Pakistan in the specialization of Anatomy. Currently, he is involved in teaching Anatomy and Histology, Physical Assessment and First Aid in College of Clinical Pharmacy, KFU. He has highly motivated Professional experience in teaching of Gross anatomy, Histology, Embryology and Neuro Anatomy. He has excellent written and verbal communication skills. He can work well in dynamic team-oriented environment. He is aggressive to learn and work with new technologies.

His major research interest has been histological observations of herbicide in the tissues of liver, spleen and adrenal glands. Recently his interest shifted towards the observation of adverse effects of streptomycin on tissues of liver and kidney and reversal of these adverse effects by *Nigella Sativa*. He attended the national and international conferences, workshops and seminars. He has also published national and international publications in reputed journals.

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#### Dr. Snawar Hussain

Nationality : Pakistani  
 Educational Qualification : MSc., Ph. D  
 General Specialty : Biochemistry  
 Academic Rank : Assistant Professor  
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Dr. Snawar Hussain received his Bachelor of Science (Hons) and Master of Science in Biochemistry from the Department of Biochemistry, University of Karachi in 1998 and received his Ph.D from College of Life Science, Wuhan University in 2005. Dr. Hussain Joined Thomas Gallagher's lab at Loyola University Chicago as postdoctoral Research Fellow in 2006 and investigated the role of Severe Acute Respiratory Syndrome Coronavirus (SARS-CoV) accessory proteins in virus infection. After completing his first postdoc, Dr. Hussain Joined Susan Uprichard's lab at University of Illinois at

Chicago as a postdoctoral Research Fellow in November 2008 and investigated the role of host genes in the modulation of HCV infection. Using a high throughput siRNA library screen, Dr. Hussain have identified several host genes that modulate HCV infection. He was later promoted to Research Assistant Professor Position and served in this capacity at University of Illinois at Chicago from June 2010-August 2012 and Loyola University Chicago from September 2012-March 2014. Dr. Hussain's research is focused on host-virus interactions and he is particularly interested in the molecular mechanism of Hepatitis C Virus interaction with host lipid metabolism machinery and its impact on HCV-induced liver pathogenesis and diseases progression. His other research interests are the tropism of RNA viruses and factors that determine the host/tissue tropism.

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### Dr. Mohammed Monirul Islam

Nationality	: Bangladeshi
Educational Qualification	: MSc., Ph. D
General Specialty	: Biochemistry
Academic Rank	: Assistant Professor
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Dr. Mohammed Monirul Islam graduated from the Department of Biochemistry, University of Dhaka, Bangladesh with a B.Sc. degree in Biochemistry in 1999. Dr. Mohammed earned his M.Sc. degree in Biochemistry in 2000 from the same university. As a Ph.D. student at the Rutgers university, USA, Dr. Mohammed had the unique opportunity to train under two respected faculty. He began in the laboratory of Dr. Julie Williams as a technician before his acceptance to the Rutgers graduate program in Cellular and Molecular Pharmacology. As senior laboratory technician and graduate student, he studied the interaction between sleep and immune response in the Drosophila model system. As a fourth year graduate student, funding issues resulted in the termination of Dr. William's research and required his transition to the laboratory of Dr. Li Cai. This switch involved moving from Drosophila to working with chicken embryos and learning a whole new battery of techniques and a new field. In May 2012 he obtained his Ph.D. from Rutgers University, USA in Cellular and Molecular Pharmacology with a dissertation titled "Regulation of Foxn4 during retina development". In July 2012, Dr. Mohammed joined Dr. Chun-Li Zhang's lab in the department of Molecular Biology at UT Southwestern Medical Center in Dallas, TX as a postdoctoral fellow. His research at the Zhang lab focused on the regulation of nuclear receptor TLX (Nr2E1) expression in neural stem cells during brain development using mouse model system. Dr. Mohammed's research interests involve the understanding of complex transcriptional networks controlling the fate of the NSCs and regeneration of neurons from neural stem cells (NSC) for replacement therapies. Dr. Mohammed is a member of the American College of Clinical Pharmacy (ACCP) as well as the New York Academy of Sciences (NYAS).

### 4.3 Dept. of Pharmacy Practice

The Department of Pharmacy Practice (PHPR) in the College of Clinical Pharmacy is the core academic department of the *Doctor of Pharmacy (Pharm. D.)* program. The department is strongly committed to train the Pharm. D. graduates to participate in *Direct Patient Care* as an effective team member in health care system as lifelong experts in therapeutic planning, intervention and rational use of medicines. This is achieved through a structured academic program and excellence in teaching with special focus on clinical training in the areas of drug information, institutional pharmacy practice training, internal medicine, critical care, ambulatory medicine, cardiology, outcomes research, infectious disease, pharmacokinetics/pharmacodynamics, managed care, emergency/ ambulatory care and community pharmacy training. The interaction with experienced faculty, departmental environment and clinical rotations build strong foundations for the professional degree students.

#### Mission:

The mission of the Department is to excel in **education** and **research in clinical pharmacy** through collaboration with other departments, programs and community, to prepare **life- long learners** having knowledge and skills required for evidenced based patient centered care for **prevention and treatment of diseases**. The department is also committed to improve the health of the community through provision of pharmaceutical care services to fill the gaps in patient care.

#### Goals & Objectives:

- 1 Provide challenging and quality course work and experiential education to prepare life-long learners
  - Develop integrated course plan: ILO', blue printing,
  - Apply students centered, service learning and Case based teaching
  - Library assignments and projects
  - Assessments: case based, assessing higher learning levels of students
- Develop, implement and continuously improve Experiential learning programs of the Department
  - Preceptors training
  - Sites development
  - Improvement of manuals
- Recommend, recruit, develop and retain experienced faculty both for didactic teaching and preception
  - Assist recruitment committee
  - Support Faculty development program:
    - Departmental staff development program
    - Preceptors training program
    - COCP and University Level programs
    - National and International
- Provide excellent Administrative and collegial environment
  - Orientation of new faculty
  - Meetings SOPs
  - Facilities for students and staff



- Social gatherings
- Collaborate with other Departments and programs for IPE and Research
  - IPE
  - Research
- Contribute to COCP and KFU mission in teaching research and Community Engagement
  - Research targets:
    - KFU research grant target
    - National (KACST)
    - International
    - Students research
  - Community Engagement
    - Provision of Pharmaceutical Care/Clinical Pharmacy Services in various health care settings of the region
    - Service learning in different courses
    - Community/practice based research
    - Community Service:
      - Educate/assist Community/Hospital pharmacists through Lectures

Serial	Course Code	Course No.	Subject	Units	Contact Hours
1	PP-1	2030111	Pharmacy Orientation	(2+0)	2
2	PP-2	2030221	Pharmaceutical Care-1	(0+1)	3
3	PP-3	2030311	Therapeutics-1	(4+1)	6
4	PP-4	2030312	Pharmaceutical Care-2	(2+1)	5
5	PP-5	2030321	Therapeutics-2	(3+1)	6
6	PP-6	2030322	Pharmaceutical Care-3	(2+0)	2
7	PP-7	2030323	Institutional Pharmacy Practice	(1+0)	1
8	PP-8	2030324	First Aid and Emergency Medicine	(0+1)	3
9	PP-9	2030325	Scientific Writing	(2+1)	5
10	PP-10	2030331	Institutional Pharmacy Practice Rotation	(0+2)	6
11	PP-11	2030411	Law and Ethics in Pharmacy Practice	(1+0)	1
12	PP-12	2030412	Therapeutics-3	(3+1)	6
13	PP-13	2030413	Therapeutics-4	(3+1)	6
14	PP-14	2030414	Evidence Based Practice	(1+0)	1
15	PP-15	2030415	Clinical Pharmacokinetics	(2+1)	5
16	PP-16	2030416	Total Parenteral Nutrition	(1+0)	1
17	PP-17	2030417	Pharmacoeconomics	(1+0)	1
18	PP-18	2030421	Therapeutics-5	(3+1)	6
19	PP-19	2030422	Pharmacy management	(2+0)	2
20	PP-20	2030423	Pharm.D. Seminar	(0+1)	3



21	PP-21	2030424	Self care and Non-prescription Drugs	(2+0)	2
22	PP-22	2030425	Drug Information Services	(2+0)	2
23	PP-23	2030426	Pharmacoepidemiology	(2+0)	2
24	PP-24	2030427	Pharmacogenomics (elective)	(2+0)	2
25	PP-25	2030431	Advanced Pharmacy Practice Experience-1	(0+5)	5
26	PP-26	2030511	Advanced Pharmacy Practice Experience-2	(0+15)	45
27	PP-27	2030521	Advanced Pharmacy Practice Experience-3	(0+15)	45
<b>Total credit hours</b>				88	<b>184</b>
				(40+48)	

### 4.3.1 Head of the Department

#### Dr. Yasir Ibrahim



Nationality: Sudan

Qualification: BS, MS, Pharm.D. (USA), BCPS, (AQ Infectious Diseases)

General Specialty: Clinical Pharmacy

Academic Rank: Assistant Professor

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Dr. Yasir A. Ibrahim completed his graduation from University of Baghdad, Iraq and post graduation and Pharm D. from The University of Iowa, College of Pharmacy, Clinical and Administrative Division, Iowa City, Iowa, USA. He has undertaken Critical Care Specialty Residency (ASHP Accredited) from Texas Tech University, School of Pharmacy, Amarillo, Texas, USA. Dr. Yasir is Board Certified Pharmacotherapy Specialist from Board of Pharmaceutical Specialties, Washington, DC 20037, USA. He has also earned Added Qualification in Infectious Diseases from Board of Pharmaceutical Specialties, Washington, DC 20037, USA. He has received The Pharmacy Leadership Academy from American Society of Health System Pharmacists (ASHP), Bethesda, Maryland 20814, USA. He had worked as Asst. Professor, Al-Ain University of Science and Technology, Al-Ain, UAE (2010-11), Adjunct Assistant Professor, Faculty of Medicine and Health Sciences (FMHS), United Arab Emirates University, Al-Ain, UAE. He served as Senior Clinical Pharmacist, Critical Care Clinical Pharmacy Specialist, Clinical co-ordinator, Pharmacist, Tawam Hospital, Department of Pharmacy, Al-Ain, UAE. He has also worked as tenure track teaching at different American universities. He has published a number of research papers in his related field in different national and international journals and he has also successfully completed many research

projects during his career. Currently, Dr. Ibrahim holds a Head of the Department of Pharmacy Practice at College of Clinical Pharmacy, King Faisal University, Kingdom of Saudi Arabia.

### 4.3.2 Staff of the Department



#### Maitham Abdullah Al-Hawaj

Nationality : Saudi  
 General Specialty : Pharmacy  
 Academic Rank : Assistant Professor  
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Dr. Maitham Al-Hawaj, has obtained his graduation during the year 2000-2005 from College of Pharmacy, King Saud University, Riyadh, KSA and obtained his Ph. D from Department of Pharmacotherapy and Outcomes Science, School of Pharmacy, Virginia Commonwealth University, Richmond, Virginia, United States. He has worked as Teaching assistant, Department of Pharmacy Practice, College of Clinical Pharmacy, King Faisal University, Hofuf, Saudi Arabia (2005–2007). Currently, he is working as Assistant Professor, Department of Pharmacy Practice, College of Clinical Pharmacy, King Faisal University, Hofuf, Saudi Arabia. He is currently teaching Therapeutics for Pharm. D students. He holds position like Chairman, Interprofessional Education (IPE) Committee. He has also presented and published papers in national and international journals.

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#### Dr. Afzal Haq Asif

Nationality : Pakistani  
 Educational Qualification : M.B;B.S., M.Phil.  
 General Specialty : Pharmacology & Therapeutics  
 Academic Rank : Associate Professor  
 Tel: / Ext : +966-13-5899790  
 Mobile : +966-555891874  
 E-Mail : [ahasif@kfu.edu.sa](mailto:ahasif@kfu.edu.sa)

Dr. Afzal completed M.B;B.S from Nishtar Medical College, Multan, in 1984 and M.Phil from Postgraduate Medical Institute, University of Punjab, Lahore, Pakistan in Pharmacology in 1995. He worked as a resident in Internal Medicine and Cardiology for couple of years before perusing his career in Pharmacology and Therapeutics. He served as Head of Department of Pharmacology and Therapeutics at Postgraduate Medical Institute, and many distinguished Schools of Medicine in Pakistan. He has been involved in teaching of Pharmacology, Therapeutics and Toxicology at COCP since 2007. His area of interest in research is nephrotoxicity of drugs and its protection; and anti-diabetic and anti-hyperlipidemic activity of indigenous plants. He has many national and international publications in reputed journals, on his credit and is member of editorial boards of some peer reviewed journals. He has attended many workshops and courses on Education, Training and Assessment in health sciences,

Curriculum Development and Quality Assurance in Higher Education, and has been actively involved in these activities throughout his career.

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### **Dr. Kazeem Babatunde Yusuff**

Nationality: Nigerian

Educational Qualifications: BPharm (Hons), MPharm, PhD (Clinical Pharmacy)

General Specialty: Pharmacy Practice

Academic Rank: Assistant Professor

Tel/Ext: +96635800000 Ext 357

Email :kyusuff@kfu.edu.sa

Dr. Yusuff obtained his Bachelor of Pharmacy (Hons) from the University of Ife, now Obafemi Awolowo University in 1987, Master of Pharmacy (Distinction) and Doctor of Philosophy from the University of Lagos 2000 and 2008 respectively. Dr. Yusuff has a rich career history traversing different areas of pharmacy practice including hospital pharmacy, medical marketing, public health and pharmacy education / training where he is currently engaged. Dr. Yusuff joined the Department of Clinical Pharmacy and Pharmacy Administration, Faculty of Pharmacy, University of Ibadan, Nigeria as Lecturer II in 2002, and was promoted to Lecturer I in 2005. He became a Senior Lecturer in the same department in 2009.

Dr. Yusuff recently returned from a 15 month academic sojourn (June 2010-August 2011) to the Department of Pharmacy Administration and Practice, Faculty of Pharmacy, Rhodes University, South Africa. He has taught several courses in clinical pharmacy and pharmacy administration and supervised research projects at both undergraduate and postgraduate levels. While at Rhodes University, Dr. Yusuff participated in a compulsory pedagogical training known as "Assessors' Course" and was certified as highly competent at the end of the course. In addition, Dr. Yusuff also served as an external examiner to the Faculty of Health Science, University of Witwatersrand, Johannesburg, South Africa. Dr. Yusuff's research areas include pharmaceutical care, pharmacoepidemiology, medicine use problems, medicine advertisement and medication history. Till date, he has published 15 original research articles in reputable peer-reviewed international journals. He also serves as a peer-reviewer to a good number of reputable international journals in the area of clinical pharmacy and pharmacy practice. Dr. Yusuff was a consultant to the Federal Ministry of Health and World Health Organisation in Nigeria for projects in areas such as drug supply management, immunization and HIV/AIDS.

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### **Dr. EL Walid EL Hassan**

Nationality : Sudanese

Educational Qualification : M. Pharm., MSc. D

General Specialty : clinical pharmacy

Academic Rank : clinical lecturer

Mobile : +966-543275644

E-Mail: : [eelhassan@kfu.edu.sa](mailto:eelhassan@kfu.edu.sa)

Dr. Hassan got his bachelor degree in 2002 from AL Ahliyya Amman University , and in 2005 and masters in clinical pharmacy from Jordan University of Science and technology (J.U.S.T.). After that he worked at the American hospital in Dubai for 2 years and joined Tawam hospital (in affiliation with John Hopkins) for 5 years.

His areas of expertise are

### **Patient Counseling and education**

My Main Work to See the patient Upon Discharge and do counseling to the patients or the care givers regarding many aspects of their treatment:

Treatment plan, Drug Food interactions, Drug-Drug interactions, Adverse effects, Signs of toxicity and when to report to the physician, Duration of treatment, Storage of medications and providing them with printed materials.

**His main patients** are cardiac, renal, diabetic, Transplant patients and most of the high risk patients who are on High alert medications.

### **Medication reconciliation upon discharge**

This process of comparing a patient's medication orders to all of the medications that the patient has been taking. It is done to avoid medication errors such as omissions, duplications, dosing errors, or drug interactions by reviewing medication profile with the patient to assure it is correct and up-to-date Ensure appropriate drugs and dosages are being used according to diagnosis and protocols. Discontinue all non-active medications, Renew all expired medications, OTC, herbal, and traditional medications to be reviewed and mentioned. Also involved in Providing Clinical advice to fellow health professionals.

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### **Dr. Kareem El Fass**

Nationality	: Egyptian
Educational Qualification	: Pharm D
General Specialty	: Pharmacy
Academic Rank	: Clinical Lecturer
Mobile	: +966
E-Mail	: kareem.elfass@gmail.com

Dr. Kareem El Fass received his Bachelor of Pharmacy from Faculty of Pharmacy, Alexandria University, Alexandria, Egypt, in 2007. In 2013 he received his Pharm D from the same university. Dr. Kareem completed General and Special Courses for Master Degree in Pharmacology and Experimental Therapeutics at Medical Research Institute, Alexandria University, during 2010. After graduation, he worked as Teaching assistant of pharmacology at Pharos University, Alexandria. Then, he worked as clinical pharmacist in oncology and nephrology. Also, he is a registered pharmacist in Egypt.





### Dr. Mohamed Mukhtar Elteгани

Nationality	: Sudanese
Educational Qualification	: M Sc (Clinical Pharmacy)
General Specialty	: Clinical Pharmacy
Academic Rank	: Lecturer
Mobile	: +966-542054979
E-Mail:	: mohd_mukh@yahoo.com

Dr. Mohamed Mukhtar Elteгани graduated from Faculty of Pharmacy, AL Ahliyya Amman University, Jordan with a B. Sc. Degree in pharmaceutical sciences in 2002. Dr. Mohamed was granted his MSc. in Clinical Pharmacy from the College of Pharmacy, University of Medical Sciences and Technology, Sudan in 2013. He had worked as Hospital Pharmacist for 3 years in Sudan Heart Centre. He served as Clinical Pharmacist in Radiation and Isotopes Center- Khartoum (R.I.C.K) from August 2013 to August 2014. His main duties were supervising a patient's inpatient chemotherapy administration as well as providing pharmaceutical care for patients receiving their chemotherapy. Dr. Mohamed has also participated in producing (R.I.C.K) regular newsletter. He had worked for short period of time in Boots pharmacy, Dubai, UAE.



### Mr. Efren Li Plaza Molina

Nationality	: Philippine
General Specialty	: Clinical Pharmacy
Academic Rank	: Lecturer

Mr. Efren is highly Skilled and Experienced Clinical Trainer. He worked for 3 years as an Emergency Nurse specializing in Trauma Cases; Trained in Basic Life Support, Advanced Cardiac Life Support and IV Therapy; acts as Medical Coordinator for Swiss Foundation for Mine Action (FSD) specialized in demining work. He also worked for 9 years as a Clinical Instructor and Lecturer; highly-sought lecturer and reviewer of Fundamentals of Nursing, Intensive and Emergency Nursing, and Medical-Surgical Nursing; rated as excellent by the students of Manila Tytana Colleges (Formerly Manila Doctors College). He is compassionate Health Professional, Works well with the team; patient advocate; able to maintain critical thinking in the extreme situation; emotionally stable; good presence of mind; flexible, hardworking and energetic; able to create an environment conducive to patient's recovery.

### Dr. Amal Abu Alhumus

Nationality	: Jordanian
General Specialty	: Clinical Pharmacy
Academic Rank	: Lecturer
E-Mail	: aabualhomos@kfu.edu.sa



Dr. Amal Khalil Ahmad Abu Alhommos completed her graduation from Jordan University of Science and Technology, Jordan (2002) and post graduation from Jordan University of Science and Technology, Jordan in 2004. She is currently teaching Clinical Pharmacy at College of Clinical Pharmacy, King Faisal University, KSA. She has more than 5 years of teaching experience at Al Isra University, Pharmacy Faculty, Jordan. She has also worked as hospital pharmacist at King Abdullah In Irbid/Jordan for 6 months and King Hussein Cancer Center In Amman for 6 months.

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#### **Dr. Dalia El-Maghraby**

Nationality : Egyptian  
General Specialty : Clinical Pharmacy  
Academic Rank : Lecturer  
Email : [delmaghraby@kfu.edu.sa](mailto:delmaghraby@kfu.edu.sa)

Dr. Dalia El-Maghraby completed her Pharmacy graduation in 2002 from Faculty of Pharmacy, Alexandria University, Egypt and did her Diploma in biotechnology science from the former university and also completed Pharm. D. in the year 2009 from Alexandria University, Egypt. She had worked as Clinical Pharmacist in Alexandria University Hospitals, Egypt. Currently, she is involved in teaching in Female section of College of Clinical Pharmacy, King Faisal University. Kingdom of Saudi Arabia.

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#### **Mansour Mutlaq Al-Otaibi**

Nationality: Saudi  
General Specialty: Clinical Pharmacy  
Academic Rank: Demonstrator  
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**Ali Ahmed Al-Shammari**

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**Ali Mahroos Al-Dayyen**

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General Specialty: Clinical Pharmacy

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**Haithem Alwali**

Nationality: Saudi

General Specialty: Clinical Pharmacy

Academic Rank: Demonstrator

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**Rashed Almuqbil**

Nationality: Saudi

General Specialty: Clinical Pharmacy

Academic Rank: Demonstrator

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**Nisrin Alojjan**

Nationality: Saudi

**Job:** Teaching Assistant

**Email:** alojaun@kfu.edu.sa

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## UNIVERSITY LIBRARY

### About the Deanship of LIBRARY

#### Brief Introduction

The Deanship of Library Affairs provides different knowledge materials to the university members : students, Teaching Staff.

Besides, the library serves it's society and participate in local, national and international manifestations, especially those related to information and books exhibitions

Our Libraries follow the 'Library of Congress' Classification Scheme which divides the human knowledge in to 21 divisions, they are as follows:

Description	Code	Description	code
General	A	Fine Arts	N
Religion, Philosophy	B- BJ	Languages	P
History	C,D,E,F	Pure Sciences	Q
Geography, Maps, and Anthropology	G	Medical Sciences	R
Social Sciences	H	Agricultural Sciences	S
Political Sciences	J	Technology	T
Law	K	Military Sciences	U
Education	L	Navel Sciences	V
Music	M	Bibliography and Library Science	Z

#### Circulation Services

Books can be borrowed by Faculty members, Students, Staff and local community members.

Borrowers	No. of Books	Loan Period
Faculty Members	10	One month
Lecturers, Demonstrators and Graduate students.	7	One month
Students (Males & Females)	5	15 days

<b>Staff/Employees</b>	3	15 days
<b>Others</b>	3	15 days

### **Terms & Conditions for Non-KFU borrowers**

Please contact the circulation department for details.

### **Renewals**

Books may be renewed for up to three consecutive period unless the material required by borrower. All books should be returned by the designated date unless renewal privilege has been given. Books may be renewed by telephone or through the library website.

### **Non-Circulating Materials**

- Reference materials, Dictionaries, Encyclopedias etc. etc...
- Manuscripts
- Audio visual materials, Filmstrips, slides etc...
- Reserve Books
- Single copy (Arabic only)
- Copy one (Arabic only)
- Periodicals (English or Arabic)

### **Computer services**

The Libraries at KFU provide computers for student use. The university ID is required to use this service. Printing services are provided in the computer lab located in the main floor.

Research help and consultation:

The Library at KFU offers expert guidance in all departments such as the research through the index (Horizon®), E. Library, media resources, as well as databases on compact CD.

### **Interlibrary loan**

The central Library at king can obtain books and other materials which are not available at KFU libraries by borrowing from other library collections. We can also borrow copies of

books that are currently in use by another patron. Current students, faculty member, and staff are eligible to this service free of charge.

### **Vision**

We strive to make our Library a unique center to offer all kinds of information sources in every field. This will foster education and Scientific Research. We are also trying to reach an unprecedented level of expertise in library work in order to meet the needs of our employees and meet the standards put forth by the University.

### **Goals**

The direct responsibilities which lie on the shoulder of the Deanship of the Libraries is as follows:

- Provide information sources required for educational purposes and research purposes which are needed to fulfill the Universities mission. This is further accomplished by organizing, maintaining and establishing these resources.
- Provide needed assistance to those using the Library by providing them with guidance and support in order to be able to use it.
- This includes providing the users with the necessary assistance so as to meet his needs

### **Working Hours**

Central Library                      Saturday – Wednesday 8:00 Am – 9:30 Pm  
Thursday                              12:00 am – 03:00 Afternoon

Girl Library                              Saturday – Wednesday 8:00 Am – 05:00 Pm  
Thursday                              9:00 Am – 12:00 Noon At Central  
Library





## Deanship of Student Affairs

### Introduction

The university life is not confined to just giving the scientific and research to achieve academic goals, but also extends to include the scientific aspects of education for students in terms of paying attention to their behavior and social life to become self-reliant citizens. In order to achieve that, the Deanship of Student Affairs was established to supervise all activities and student services through planning, implementation, follow-up and regulation as part of public service offered by the university.

### Objectives of the Deanship of Student Affairs

The Deanship of Student Affairs is based on several key objectives including:

Deanship of Student Affairs is based on several key objectives including:

1. Providing all student services in accordance with scientific and educational frameworks.
2. Exploiting the leisure time of students through the preparation and implementation of a range of varied and meaningful extra-curricular student activities.
3. Achieving positivity in the life of a university student to make balance between academic achievement and extra-curricular activities.

### Student Activities

#### Departments of the Deanship of Student Affairs:

The Deanship of Student Affairs is divided into five main departments which offer its services as follows:

#### Firstly: Student Activities:

Aims at discovering and nurturing the talents of students, including use of leisure time due to student interest and benefit. The students activities are considered the spacious field in which students can practice their hobbies. They are also a group of positive programs which interact to achieve limited goals to discover and develop students talents in addition to progressing his academic results and refining his talents and abilities.

#### Objectives of Students Activities:

1. Discovering talents and abilities of students and working on refining and developing them perfectly.
2. Enhancing love of teamwork among students by involving them in teamwork at one time.
3. Spreading the spirit of fair competition among the university students.
4. Utilizing students leisure time in doing useful things for himself, his community and nation.
5. Preparing good citizens who benefit their religion and country and work for its prosperity.

## Student Activities

### Cultural Activity:

It includes public lectures, seminars, poetry readings, open meetings, cultural competitions and cultural festivals in the Kingdom of Saudi Arabia and abroad.

### Social activity

It includes public service that contributes to the service and community development through programs such as education and humanitarian programs, as well as voluntary visits and student trips.

**Artistic activity:** It includes student art exhibitions, plays, and student art competitions, as well as different kinds of participation in art exhibitions and theater festivals in the Kingdom of Saudi Arabia and abroad.

### Physical activity:

Includes several areas of sports, including contests sports of all kinds, including the Football League, handball, basketball, volleyball and tennis, billiards and swimming to the university colleges and sport participation in the Kingdom of Saudi Arabia and abroad, as well as the organization of some festivals, sports at the governorate level.

In the interests of the university to provide comfort and pursuit of sporting activities to its students the university has provided the following sports facilities:

In the interests of the university to provide comfort and pursuit of sporting activities to its students the university has provided the following sports facilities:

1. Football field planted with natural grass.

### Student Activities

2. Outdoor playgrounds including tennis court, a playground handball, basketball court and volleyball court.

3. A closed gym, a multi-purpose stadium, a swimming pool and an iron lounge.

4. A hall of games including billiards and table tennis while foosball is in the building of the Deanship of Student Affairs.

### Student clubs:

Student activities include the presence of several student clubs, namely: (Theatre Club, Boy Scout Tribes phones, Photography Club, Student Relations and Services Club, Environment Friends Cub, Health Club, Literary Cultural Club, Talent and Creativity Club, Training and Development club, Shoots Club for the children of employees of the university faculty and staff).

### Student competitions:

Contests for student activities are many and varied aim to create a spirit of fair competition among university students, as:

(Contest of Inculcation the Quran and the Hadith, Recitation Competition, Computer Design Competition, Programming Contest, Competition of Scientific Research, Technological Innovation Competition, Cultural and Social Research, Literary Contests, Art and Sports Competition)

## Student Activities

### **Secondly: Student Services:**

Student Services are main pillar in the service of a university student and is divided into:

#### **Student Housing:**

The University offers student housing services for university students coming from outside Al-Ahsa where they are housed in rented accommodation across the main gate number (1) of the University.

The student accommodation is a shared accommodation; every two students in a room furnished with a bed, mattress, a bed side table, a library and office for each student. The student pays the value of rent (1125) SR per semester with the value of insurance (500) SR recovered after leaving the housing without any consequences.

#### **Conditions of Access to Housing:**

1. That the applicant for the housing from outside Al Ahsa.
2. Bringing a copy of the certificate to prove that his high school outside of Al-Ahsa.
3. Bringing a copy of national identity or a copy of the passport for non-Saudis.
4. Bringing an introductory speech on the work of the guardian of the student.
5. For the scholarship students, they must bring a copy of the decision to grant.
6. For regular students, they must bring a copy of the result of the previous semester.
7. Filling out a housing application.
8. Filling out a form to prove the title of the student.
9. Filling out an application form of custody.
10. Paying the rent and the value of insurance with what works to bring the price to deposit in the bank specified by the Deanship of Student Affairs.

### **Student Activities**

#### **Housing Female Students:**

The housing female students is characterized by the most important features as its site, proximity to the university and it contains a number of facilities equipped with all the services that help students and provide a comfortable psychological and academic atmosphere as appropriate accommodation comes to facilitate the study of students who live in places far from the region.

- Housing contains two units of 170 rooms. Each room is furnished and equipped with two beds, two offices, two wardrobes, an internal telephone, a bathroom and a common lounge.
- Each unit is equipped with a wide hall and contains a TV for the exercise of cultural and recreational programs for female students.
- Contains a gym includes a number of agencies and a number of recreational games such as hockey and foosball.
- A kitchen consists of a number of ovens and a refrigerator and a number of reservoirs for light uses. It also offers lunch and dinner in agreement with the university nourishment contractor according to health specifications, conditions and standards during the week.

- Laundry room which contains a number of automatic washing machines and dryers. A cafeteria which is subject to the supervision and administration in terms of quality of goods and price controls.
- The housing organizes recreational outdoor trips and regulates a number of concerts for the freshmen (newcomers) and at the end of each year in addition to indoor barbecues.

### **Student Activities**

- Housing offers transportation to transport students to and from places of their schooling, shopping and to the health center or hospital in case of need, accompanied by supervisor.
- A prayer.
- Student Service Centre which provides photocopying and printing services.
- Large theater for parties and evenings
- Supervision: Each unit building has a special supervision office where the student goes on the first day to be guided to the appropriate room and is briefed on the housing laws and facilities, also the supervisor helps the student in solving the problems and difficulties she may encounter during her stay at the housing.
- Students' library includes a valuable group of books for all branches in all areas.
- Computer lab.
- Provide maintenance periodically and when needed.
- To meet the desire and needs of the students, they were allowed to order food from outdoor restaurants during specific periods of the day under the supervision of supervisor on duty.
- Within the housing, there are nurses for first aid and cases of emergency are transferred to the hospital when needed.

### **Student Activities**

Required documents at registration:

- 1 - A letter addressed to the Dean of Student Affairs of the guardian of the student.
- 2 - A letter from the mayor of the region or the police or the employer to prove the establishment of guardian in the region.
- 3 - Copy of family book of the guardian.
- 4 - Copy of course schedule (for juniors)
- 5 - Copy of course schedule (for seniors)
- 6 - To secure the payment of \$ 500 SR recovered after the departure of the student from the housing, provided that the room be in good condition.

### **Prohibitions inside the housing:**

- 1 - Mobile camera.
- 2 - Electrical appliances.
- 3 - Smoking.
- 4 Improper conduct against the Islamic morals.
- 5 Dress system of housing:

Into account the customs and traditions in line with our religion to wear the clothes, the girl and the offense will be the first time in the ultimatum, and if repeated them so it will be the same for exclusion of housing.

### **Dress system of housing:**

Taking into account customs and traditions in line with our religion in wearing clothes, a girl who violates the instructions will be in the ultimatum for the first time, and if she repeats the same violation, she will be excluded of housing.

### **Visit Program:**

Visit is scheduled on Monday from 4pm to 8pm and Thursday from 12 noon to 8 pm.

### **Student Activities**

#### **Nutrition:**

The University has a main restaurant for boys and a restaurant for girls in their department where meals are provided for breakfast, lunch and dinner during the work days of the week, and there are a number of cafeterias distributed among the sections of male and female students. Times meals provided in the Student Restaurant

Meals	Breakfast		Lunch		Dinner	
	From	To	From	To	From	To
Saturday	7	9	11	2	6	8
-						
Wednesday	am	am	am	pm	pm	pm

### **Student Activities**

#### **Thirdly:** Unit direction and guidance

It is concerned with creating a mental and healthy climate for our children in university life, and pay attention towards the growth of their personality and provide the necessary counseling services to them during the educational process.

The Objective of the Unit:

Helping the students to improve the educational process, and to achieve compatibility of personal, educational, vocational and social in a way that makes them happy and able to direct their own lives with insight and intelligence in accordance with the principles and standards of Islamic education.

#### **Services and Activities Offered by the Unit.**

- The unit provides the students with a range of services and activities as:  
Service guidance in several areas of guidance: (educational - therapeutic - marital - special groups - young people - Family) using a set of guiding ways: (religious - individual - collective - directed – undirected - reading - reality - free time - brief)
- Provide a range of lectures and seminars for students to develop some of their values and giving them some basic skills, or for the prevention of some of the problems and



negative phenomena that may be a stumbling block in their superiority and their adaptation to the academic community in general.

3. Receive phone calls from students or through the website on the web of the unit and answer their questions.
4. Applying a set of campaigns and programs that address the problem, build of the students a set of values, protect them from

### **Student Activities**

some of the risks they face, develop their potential and meet their needs and take into account their different orientation.

5. Provide these services through a working group characterized by a set of qualities and attributes that qualify it to fulfill its role effectively.

The Ethics **of the Unit**:

The unit is based on a set of ethics, and takes into account a set of principles including:

1. Confidentiality and privacy in the information whether (personal, family, academic ....)
2. Considering that each student has the right to:
  - Be respected and his dignity is preserved, as a free man, so the view towards the students will become more positive as they comprise first goal and the main pillar of the process of direction and guidance.
  - Use sources, projects, available materials and various programs to develop himself without interference and force.
  - Choose his way and style of life and how to achieve his goals in the light of national standards and regulations prevailing in the society.
  - Enjoyment of the sovereignty of laws and regulations governing the relationship between him and the supervisor and teamwork of the unit so as to ensure the freedom to display information and confidentiality it, and make a complaint to the concerned authorities in the event of a defect in this relationship.

### **Student Activities**

Fourthly: Student Fund:

Includes all regular Saudi students and official grants and has financial and administrative independence under the supervision of a board of directors which is directly linked to the university rector.

Of the services provided by the Fund:

1. Give students loans in installments on easy monthly payments deducted automatically from their university rewards.
2. Give students a cut off subsidies to help them overcome the social, educational and economic conditions.
3. Support training and employment programs of students and pay student employment bonuses.
4. Support student activity programs: cultural, social, artistic and sports.
5. Care of students who receive grants.
6. Supervise the Student Service Center at the university.

### Student Activities

Conditions and controls on the request of loan application:

1. The student should be a regular in the semester in which he applies for the loan.
2. The student should be of those who receive a university reward.
3. The student should have not get a current loan or a one who has got a lump subsidy in the semester in which he requires the loan.
4. Reasons for the request of a subsidy should be convincing to the Deanship of Student Affairs.
5. The need to attach official papers which support the need for the application of the loan.
6. Filling in a loan application form.
7. A student must attend the application himself as agency may not be acceptable.
8. The student is not exempted from loan and the Students Fund Administration can take all necessary means to restore the value of the loan.

### Student Activities

Conditions and controls on the request of subsidy application:

1. The student should be a regular in the semester in which he applies for the subsidy.
2. The student should be of good behavior.
3. The student should have not get a current subsidy in the semester in which he requires another subsidy.
4. Reasons for the request of a subsidy should be convincing to the Deanship of Student Affairs.
5. The need to attach official papers which support the need for the application of the subsidy.
6. Filling in a subsidy application form.
7. A student must attend the application himself as agency may not be acceptable.
8. Priority is given to those who have not previously received benefits.

### Student Activities

#### Fifthly: Alumni Office:

Concerned with the follow-up to the graduates from the faculties of the university and facilitating their transition functions of the educational environment of the university to practical life.

1. Provide services, and training and qualifying programs to students expected to graduate so they can make the most of career opportunities available which are consistent with their specialty studies
2. Provide graduates with constantly new in their respective fields to develop their level and their scientific and professional skills.
3. Identify the functional performance and professional problems of graduates and take advantage of the proper planning towards academic programs of the university.

#### Sections of the Office Alumni:

1. Section of Alumni Relations.
2. Section of Career Rehabilitation.

## 3. Section of Development and Follow-up.

**Telephone Numbers of the Employees of the Deanship of Student Affairs**

	Extension	Direct	Fax
<b>Student Affairs Dean</b>			
<b>Dean's Office</b>	<b>1393</b>	<b>5805939</b> <b>5800168</b>	<b>5801267</b>
<b>Dean's Office Secretary</b>	<b>1277</b>	-	-

<b>Student Activities</b>			
Office of the Deputy Dean of Student Activities		1286	-
Student Relations		1187	-
Cultural Activities		1281	-
Social Activities		1266	-
Artistic Activity		1206	-
Sports Activity		1280	-
Secretary of Student Activities		1263	-
Gymnasium		1254	-

**Telephone Numbers of the Employees of the Deanship of Student Affairs**

<b>Student Services</b>			
Office of the Deputy Dean of Student Services		1304	-
Supervisor of direction and guidance unit		1289	-
Nutrition Management		1444	-
Student Housing Management		-	5804028

<b>Student Fund</b>			
Executive Director		1008	<b>5880096</b>
Accounting		1394	
Student Recruitment / Communications Management		1008	

<b>Administrative Affairs</b>			
Director of Administrative and Financial Affairs		1296	-
Administrative Communications	Outgoing	1202	-
	Incoming	1290	-
Al-Abrar Copy and Imaging		1544	-

### Telephone Numbers of the Employees of the Deanship of Student Affairs

#### Graduates Office

Telephone and Fax/ 5801648

Email/ alumni@kfu.edu.sa

#### Office of the Deputy Dean of the Deanship of Student Affairs for Female Student Affairs

Office of the Deputy Dean for Female Student Affairs. **1632**

Activities Supervisor(Female) **1690**

Nutrition Supervisor(Female) **1633**

Fund Supervisor(Female) **1648**

Student Residence Supervisor(Female) **5815263**

## Deanship of Admission and Registration

### Final Exam:

Test in the course held once at the end of the semester.

Final Exam Degree:

The degree which the student gets in the final exam for every course in each semester.

Estimate

Total of semester works plus the final exam of every course calculated from one hundred.

### Rating

A description of the percentage or the alphabetical symbol which the student got in every course.

### Estimate of Incomplete

An estimate kept temporarily for each course which the student can not complete its requirements on time, and has the symbol (L) or (IC) in his academic record.

### Estimate of Continuous

An estimate temporarily kept for each course whose nature requires the study of more than one semester to be complete, and has the symbol (m) or (IP).

### Semester Average

Calculated by dividing the total points earned by the student on the total units of assessments for all courses taught in any semester and points are calculated by multiplying the weight of

the unit established in the esteem which he received in each course the student has studied, see model (1).

**GPA:**

Calculated by dividing the total points earned by the student in all courses he has studied since joining the university on the total units prescribed for those courses, see model (2).

**Study load:**

Total units of study that students are allowed to register in a semester, and the minimum and maximum study load is determined according to the rules of the executive rules of the University.

**Study System**

1. Study goes at the university according to level system.
2. Study consists of at least eight levels at the undergraduate study.
3. The duration of study level is one semester except the Faculty of Medicine one year. A student progresses gradually in study and success according to the regulations of study levels from one level to another.
4. Registration for students can go through access to the site of the university and the selection of appropriate courses for each student according to the regulations and conditions required by the approved plan of study.

**Rules governing the transition from one level to another**

- The student is transferred from a level to the next level, if he successfully passes all the courses of that level.
- The student is not transferred from a level to the next level if he fails in all the courses of that level and he is required to re-examine all the courses.

If the student fails in any grade level in some courses, it is necessary to re-examine these courses with the registration of some additional levels following his level of not less than the number of the study load in each semester, in accordance with the following controls:

1. The registration of courses which will be studied by the student should go as defined by the study plans; consistent with the course schedule for the courses that he will register.
2. No student is allowed to register in the courses of the fifth level according to the study plans unless he successfully passes all the courses of the first level, and he is not allowed to register in the courses of the sixth level according to the study plans unless he successfully passes all the courses of the first and second level ..and so on.
3. No student at any faculty may study any course for more than four times, including second-round opportunities for students of the Faculty of Medicine.
4. The study load of any student has to be connected with his GPA provided that he should fulfill the minimum level of the study load.
5. A student whose cumulative average is less than (2.5 points from 5.00) may not register for more than 15 units of study.
6. The minimum study load is 12 credit hours per semester.



Students are registered each semester by the dates specified and organized by the Deanship of Admission and registration and in coordination with the faculties for the special procedures of registration processes.

The student prints his academic record entry through the Registration system (Banner) through the Internet, before the start of registration in each chapter.

(Attendance and Leave of Absence)

The regular student should attend lectures and practical lessons and will be deprived of continuing the study of course and will be prohibited from performing the final exam if the percentage of his attendance of lectures and practical lessons specified for each course during the semester is less than (75%) , and a student who is prohibited from performing the final exam for absence fails the course.

- The Faculty Council or his authorized representative may abolish the deprivation and allow the student to enter the final exam if the student offers an excuse acceptable to the Council and provided that his attendance is no less than (65%) of the lectures and specific practical lessons of the course.

- A student who is absent from the final exam gets zero degree in that test, and the estimate of the course is calculated on the basis of quarterly business degrees obtained.

- If the student did not attend the final exam in any of the courses of the semester for a compelling excuse, the Board of the faculty, in cases of necessity, can accept the excuse and allow giving an alternative test within a period not exceeding the end of the next semester, and the student is given the estimate he obtains after performing the alternative test.

- A student can apologize for continuing the study of the semester without failing the course if he offers an acceptable excuse to the Faculty Dean at least five weeks before the start of the final tests.

- For students whose faculties apply the one-year system, they can apologize continuing the study of the semester at least eight weeks before the start of the final tests.

- In case of a female student, the agreement of her guardian is a must when she apologizes for continuing the study of the semester.

### **Postponement and Drop out of Study**

- The student may apply for postponement of the study before the start of the semester with an excuse acceptable to the Faculty Council which should not exceed two consecutive semesters or three semesters non-consecutive as a maximum throughout his stay at the university and then his record is folded, and the University Council may make an exclusion in case of dire necessity.

- If the student cuts off from the study for one semester without requesting a postponement or if he cuts off from the study for less than that his report is folded.

- A student is not considered dropped out from study in the semesters of visiting another university.

-Students who accompany their husbands on scholarships abroad are allowed an exception, based on the approval of Faculty Council concerned, to postpone the study for five years maximum for all colleges except the Faculty of Medicine two years only, and she should present what proves accompany to her husband who is on scholarship from official authorities,

with the calculation of what she had previously studied. A student who exceeds a five –year postponement is considered a cut-off and no previously studied courses will be counted for her. If she wants to study, she can apply as a new student.

### **Re-registration**

A student whose academic report is folded can apply for re-registration with his number and registry before cut-off according to the following controls:

- (a) A student should apply for re-registration within four semesters from folding date.
- (b) The competent faculty Council and the related authorities should agree on student's re-folding.
- (c) If five semesters or more have passed, a student can apply for the university as a newcomer without referring to his previous report provided that he should fulfill all the requirements announced then.
- (d) Re- registration cannot be done more than one time.
- (e) If the student is academically warned, his report may not be re-registration.
- (f) A student who is dismissed from the university for educational or disciplinary reasons, or who was dismissed from the university for disciplinary reasons may not be refolded, and if it became clear that he had previously dismissed for such reasons re-registration shall be deemed null and void from the date of re- registration .

### **Dismissal from University**

A student may be dismissed from university in the following cases:

- (a) If he gets three successive warnings at the most for low cumulative GPA than the minimum (2 out of 5), and a fourth opportunity may be given for those who can raise their cumulative GPA with the study of the courses available.
- (b) If he not finish the graduation requirements during a maximum period of mid-term assessments for graduation in addition the duration of the program, The Standing Committee of Academic Affairs may give an exceptional opportunity for the student to end the graduation requirements with a maximum period not exceeding twice the original period specified for graduation.
- (c) The student of the Faculty of Medicine is dismissed at the end of the second year and thereafter if he could not raise the cumulative average of the minimum required to continue in the study (2 out of 5) points, and so after being warned and given a full school year to raise the average to the insisted the minimum required.

(Graduation)

A student Graduates after completing graduation requirements successfully according to the study plan for each faculty provided that his accumulative average must be at least (2 out of 5) viz. estimate is acceptable, and the Faculty Council on the recommendation of the department concerned may determine the appropriate courses studied by the student to raise the cumulative GPA and in the case of his success in the courses and failure on average.

### **(Exams and Estimates)**

The Department Council that manages teaching the course on the recommendation of the course teacher may allow the student to complete the requirements of any course in the next semester and monitors that in his academic record; estimate is incomplete (I) or (IC) and it

is not counted in the GPA or cumulative, but the estimate obtained by the student after completion of the requirements of that course. And if one semester passes without changing the estimate of incomplete (I) or (IC) in the student record for non-completion, it is replaced by the appreciation of failed (F) and is calculated in the GPA and the cumulative. Such a case does not apply to those who missed the final tests for compelling excuse.

\*Semester acts degree of a course is calculated in one of two ways:

- Oral tests, practical tests, researches, other types of classroom activity, all of the previously mentioned or some of them, and at least one written test.
- At least two written tests.

\* If the study of courses requires more than one semester, the student mark is monitored (I) (IP). After finishing the course, he is granted the estimate he got. If he does complete the course on time, the competent Department Council may approve monitoring an estimate of incomplete (I) (IP) in his record.

\* Estimates a student gets in every course are calculated as follows:

Degree Percentage	Estimates	Symbol	Weight
95-100	High Excellent	A+	<b>5.00</b>
90 to less than 95	Excellent	A	<b>4.75</b>
85 to less than 90	High Very Good	B+	<b>4.50</b>
80 to less than 85	Very Good	B	<b>4.00</b>
75 to less than 80	High Good	C+	<b>3.50</b>
70 to less than 75	Good	C	<b>3.00</b>
65 to less than 70	High Acceptable	D+	<b>3.50</b>
60 to less than 65	Acceptable	D	<b>2.00</b>
less than 60	Fail	F	<b>1.00</b>

\* Overall assessment of the cumulative GPA is applied on the basis that the weight of estimate is (5.00) points for a graduate student as follows:

- 1.(Excellent): If the cumulative average of at least 4.5.
2. (Very Good): If the cumulative average from 3.75 to less than 4.5.
3. (Good): If the cumulative average from 2.75 to less than 3.75.
4. (Acceptable): If the cumulative average from 2.00 to less than 2.75.

\* First Class Honor is awarded to the student of the cumulative average from 4.75 to 5 at graduation, and Second Class Honor is awarded to the student of the cumulative average from 4.25 to less than 4.75 at graduation.

\* To obtain the first or second honors it is required that:

- (A) The student has not failed in any course taught in the university or another.
- (B) The student has completed graduation requirements in a maximum period of average time between the minimum and maximum stay in the faculty.
- (C) The student has studied not less than (60%) of the graduation requirements at King Faisal University.

(Transfer)

Firstly: Transfer from one university to another:

- It is permissible with the consent of the Faculty Council which the student wishes to transfer to, to accept his transfer from outside the university, according to the following conditions:

(A) That the student will be registered in a college or university recognized.

(B) That the student is not dismissed from the university he transferred from for disciplinary or educational reasons.

(C) That the transferred student undergoes the Faculty admission provisions which he wishes to be transferred to in the year of transfer.

- The number of credit hours which the transferred student requires to study at King Faisal University must not be less than (50%) of the prescribed number of the credit hours required to obtain the bachelor's degree from the University.

- That the student should have spent at least two semesters at the university he is transferred from.

- That his cumulative average when he transfers should not be less than (3.00 out of 5.00) for faculties of the university and (3.75 out of 5.00) for the Faculty of Human Medicine.

- That he should apply for transfer at least eight weeks before the beginning of the semester in which he wishes to transfer.

- If it turns out after the transfer of the student that he was dismissed for disciplinary or educational reasons, his registration shall be deemed null and void from the date of accepting his transfer to the university.

Secondly: The Faculty Council may approve requests for transfer from one faculty to another within the university in accordance with the following controls:

(a) That faculty admission requirements apply to the transferee in the same year of transfer.

(b) That he had spent at least two semesters at the College of transference.

(c) That his a cumulative average not be less than of (2.00) out of (5:00) at transfer time.

(d) To submit the transfer request at least six weeks before the start of the semester.

(e) All courses which have previously been studied including estimates and semester cumulative averages throughout his study at the university are confirmed in the academic record of the student from the Faculty he is transferred from.

Thirdly: Transfer from one specialization to another:

In case of transfer from one specialization to another within the faculty, the following should be considered:

(a) Meet the admission requirements of the specialization he wants to transfer to.

(b) The transfer is made only once throughout the duration of the university study.

(c) All courses which have previously been studied including estimates and semester cumulative averages throughout his study at the university are confirmed in the academic record of the student from the Faculty he is transferred from.

(d) A student at the of Faculty of Human Medicine to study one of the other specializations offered by the college or university upon getting a cumulative average of less than (3.00 out of 5.00) at the end of the first year.

(e) Any other conditions determined by the Faculty Council.

(The Visitor Student)



The visitor student is the one who studies some courses at the University or in another Branch of the University to which he belongs without transfer, and the courses which he studied are equaled in accordance with the following controls:

**For a King Faisal University student who wishes to be a visitor student at another university:**

- (a) That the student should have an academic record (GPA) of at least two semesters at the faculty which he joined before his request of study as a student visitor at another university.
- B) A prior approval must be obtained from the Faculty of the student to allow him to study as a student visitor with determining courses that will be studied, and the faculty has the right to determine a specific rate to equal a course. And he is sent to study in the other university with an official letter from the Deanship of Admission and Registration.
- (c) Study should be at a accredited faculty or university.
- (d) The course that the student is studying outside the university should be equivalent in vocabulary and not less in credit hours than one of the courses contained in the graduation requirements.
- (e) Subject to paragraph (d) of the item on transfer from outside the university, the maximum sum of credit hours that can be calculated from outside the university is (20%) twenty percent of the total units to graduate from King Faisal University.
- (f) Rates of the courses that have been equaled are not calculated for the visitor student within the cumulative average.
- (g) The student must provide the Deanship of Admission and Registration with his results obtained within two weeks of the start of the study in the first semester following the period of his visit, and if the results are not provided, he is considered cut off from those semesters (except for summer sessions).
- (h) The maximum sum of credit hours that can be calculated for the student from outside the university as a visitor student is twelve.

**(System of Study in the Faculty of Medicine)**

- Study in the university Faculties of Health go on the basis of full academic year and is calculated as two levels of academic year semesters.
- Study consists of twelve (12) levels.
- The Council of the Faculty of Medicine specifies necessary controls for clinical courses for the faculty students (Faculties of Health) to include the following:
  1. The way of registering students of these courses in each semester in coordination with the Deanship of Admission and Registration.
  2. Conditions of transfer from one level to another in these courses.
  3. Controls and conditions of sitting for the final and the second round tests of these courses.
  4. The minimum study load for the clinical stage of the Faculty of Medicine is 9 credit hours.
- The faculty of Medicine of has the right of holding second round tests according to the controls specified by the Council.

Model (1)

Example of calculating semester's average

First Semester:



Course	Cr. Hrs.	Rate %	Symbol	Weight	Points
301Isl.	2	85	B+	4.50	9
324Chem.	3	70	C	3.00	9
235Math.	3	92	A	4.75	14.25
312Phys.	4	80	B	4.00	16
Total	12				48.25

First semester average=	$\frac{\text{Total of points (48.25)}}{\text{Units total (12)}} = 4.02$
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Model (2)

Example of calculating cumulative average

Second Semester:

Course	Cr. Hrs.	Rate %	Symbol	Weight	Points
104 Isl.	2	96	A+	5.00	10
327 Chem.	3	83	B	4.00	12
314 Math.	3	71	C	3.00	12
326 Phys.	4	81	B	4.00	12
Total	12				46

Second semester average =	$\frac{\text{Total of points (46)}}{\text{Units total (12)}} = 3.83$
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Cumulative Average	$\frac{\text{Total of points (46+48.25)}}{\text{Units total (12+12)}} = 3.93$
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Telephone Numbers and Extensions of the Deanship of Admission and Registration Employees

	Direct	Extension	Email
Dean Admission and Registration	5801762	1220	<b>malferdan@kfu.edu.sa</b>
Deputy of Admission and Registration Deanship	5801762	1226	<b>tathanaian@kfu.edu.sa</b>
Director of Administrative Affairs	/	1299	/
Head of Academic Affairs	/	1232	/
Head of Registration	/	1223	/
Head of Graduates	/	1256	/
Head of Admission	/	1292	/
Head of Student Subsidies	/	1285	/
Head of data entry and processing	/	1213	/

## Deanship of Admission and Registration

(List of Disciplining Students)

### First Article:

All students studying at the university subject to the disciplinary system according to the articles from (two to nine) of this list.

### Second Article:

Each deviation from the university regulations, rules and traditions is a disciplinary offense and in particular:

1. Works against the university system or the university facilities and also planned refraining or incitement not to attend lectures, practical lessons, training and other activities which require attendance.
2. Any statement, act or action touches honor and dignity or affects good conduct, behavior and values within or outside the university.
3. Cheating on the exam or initiating cheating.
4. Breach of the exam system.
5. The organization of associations within the university or the issuance or distribution of leaflets or collecting money or signatures before obtaining a license from the competent university authorities.
6. Any attempt to destroy or damage university equipments or facilities.
7. Deliberate abuse of the university facilities and accessories, and houses intended for residence and their contents.

### Third Article:

A student who commits the violation set forth in paragraph (3) of Article (II) and is captured in the act is driven out from the

#### **Deanship of Admission and Registration**

Shall by the observer of the exam who reports minutes in detail of what had happened provided with documents to the Dean who delivers the record and documents to the rector of the university or his authorized representative to refer an application to the Disciplinary Committee to decide the appropriate punishment.

The student who commits the violation contained in paragraph (4) of Article (II) the Dean or his authorized representative has the right to estimate the situation to drive out the student from the exam hall, or allow him to continue according to the case, and the Dean delivers a report to the Vice Rector or his authorized representative to take the required procedure.

And if the student is driven from the exam hall, the exam becomes void in the course in which he was testing (given fail estimate) and the student's exams are not repealed in other courses except that based on a decision of the Disciplinary Committee based on the report of the dean, and the results of the student are not announced in these courses until a decision of the Disciplinary Committee is issued.

#### **Fourth Article:**

Disciplinary penalties are:

1. Written notification.
2. Ultimatum.
3. Deprivation of the enjoyment of some or all of the advantages of university students.
4. Cancellation of the exam of the student in one course or more and is given the estimate (failed).
5. Depriving the student of the exam in one course or more and is given the estimate (failed)
6. Dismissal from the university for a semester or more.
7. Final dismissal from the University.

The decisions of disciplinary penalties reserved in the student's file and as a consequence of final dismissal the student is not allowed to re-register and the decision of the disciplinary penalty may be announced within the University, and the guardian of the student may also be notified.

#### **Fifth Article:**

Competent authorities of imposing disciplinary penalties are:

1. The competent Dean: Has the imposition of penalties (1 and 2) shown in Article (IV) based on the proposal of the competent officials concerning what the students may commit during lectures, tutorials or otherwise.
2. The Rector: Has the imposition of penalties (1,2 and 3) shown in Article (IV) after consulting with the competent Dean, and when referring the student to the Disciplinary Committee he has the right to prevent him from entering the university and its facilities to the day appointed for his appearance before the Committee.
3. The Disciplinary Committee : Have the imposition of the penalties mentioned in Article (IV ) with taking into account that imposition the of any of the penalties

prescribed in this Article shall not be made only after conducting the required investigation.

**Sixth Article:**

The Disciplinary Committee Constitutes of the competent Vice Rector as a president, the Dean of the concerned Faculty, the

**Deanship of Admission and Registration**

Dean of Admission and Registration and the Dean of Student Affairs as members. The Secretariat of the Committee shall be managed by one of the legal advisers to university, in the case of the Committee could not be held as previously mentioned, it is constituted by a decision of the university Rector.

**Seventh Article:**

A student assigned to the Disciplinary Committee to appear before the committee by the date specified by the Chairman of the Disciplinary Committee by a registered letter to the address indicated in his file or through a letter delivered to him personally.

**Eighth Article:**

Resolutions issued by the competent authorities to impose Disciplinary Penalties in accordance with Article (V) shall be conclusive and reported to the student or his guardian in writing by a registered letter or delivered to him personally, and without prejudice to the provisions of Article (III), a student may appeal to the University Council from the decision of one of the penalties set forth in paragraphs (4, 5, 6 and 7) of Article (IV) and the appeal request should be submitted by the student to the Rector of the University during the fifteen days of notification of the decision to the student.

**Ninth Article:**

The University Council has the right to interpret this list.



## Deanship of Library Affairs

### Introduction

The Central Library is one of the pillars of the educational process at the university as it is the main source of providing information to the university personnel of faculty members and students as well as researchers and interested parties.

### First: Library Services:

The Deanship of Libraries offers library services to its visitors of students, faculty members, university personnel and other community members as follows:

1: Loan Service:

Number of books that can be borrowed and the duration of loan		
Beneficiary	Books No.	duration of loan
Faculty Members	10	One month
Lecturers and graduate students	5	One month
Students	5	15 days
University Personnel	3	15 days
Individuals from outside the university	3	15 days

### Deanship of Library Affairs

Books that cannot be borrowed		
General References	Special	collections
Audio-visual materials	Reserved	books
Sole copies	First	version
Periodicals	Government publications	
Textbooks		

\*A borrower can renew borrowed books in his possession at a maximum of (3) consecutive times if they are not required by the other beneficiaries.

\* In the case of default on a loan book, the amount of (1) SR should be paid for each book for each day of delay.

\* Be paid the amount of (1) SR for each hour delay in the first version of the book.

\* In the case of the loss of the book, (4) times of the basic value of the book should be paid.

2. CDs Service.

3. Reserved Books Service.

4. Search in Databases Service.

5. Internet Service.



6. Reference Assistance Service.

**Second: Classification system:**

It is made in accordance with the U.S. Library of Congress classification system which divides knowledge to 21 section as follows:

Division	Symbol	Division	Symbol
General Knowledge		Music	
Religions & Philosophy		Fine Arts	
History Supplementary Materials		Languages	
History		Pure Sciences	
American History		Medical Sciences	
Geography & Cartography		Agricultural Sciences	
Anthropology		Applied Sciences & Technology	
Social Sciences		Military Sciences	
Politics		Marine Sciences	
Law		Bibliography & Libraries	

**Third: Online Catalog:**

Search through a list of electronic devices to see the contents of the university library of books, periodicals, publications and other media:

And can search the online catalog in the following ways:

- \* Search by title or keyword for the title.
- \* Search by author name or keyword of the author.
- \* Search by topic or keyword.

And users can search for all the information available vessels and enter through the University ID and PIN (1234) where it can be modified when entry to the index through the following link:

<http://www.kfu.sa/library/search.Asp>

**Fourth: Work Times:**

Days	Work Times
Saturday- Wednesday	8 am- 9:30 pm(only men)
Thursday	9 am- 12:00 noon(only women) 12 noon - 3 pm (only men)

For more information contact: Tel.& Fax:5801247 or5800000 extension1581.

E-mail: [library@kfu.edu.sa](mailto:library@kfu.edu.sa)

## Deanship of Information Technology

Deanship of Information Technology offers many electronic services to the university students on the university electronic website on internet follows:

(The Electronic Services)

### First: Electronic Mail:

Electronic Mail has two systems:

#### 1. Sun Web Mile System

Sun Web Mile System offers the following services:

- a- in English.
- b. Change the PIN code.
- c. Services of calendar, address book and calendar functions.
- d. Supporting both Arabic and English to send and receive messages.

#### 2. Atmail System:

Electronic Atmail System offers the following services:

- a. An Interface in Arabic, English, German and French.
- b. Detailed information for each user login, such as history, the address of each device.
- c. Services of calendar, address book and calendar functions.
- d. Supporting both Arabic and English to send and receive messages.

### Second: Registration Guide:

Through which it becomes clear how to register courses from explanation of the early registration plan, limitation of sections of some course of and study schedules.

### Third: Banner System:

An Integrated and comprehensive system to manage student information and faculty members. This system provides many services for students and faculty members effectively through the Internet.

Importance of the Banner:

- Registration.
- Deletion and addition.
- Registration notice.
- Obtaining final results.
- Obtaining academic record.
- Editing Personal Information
- Communication with the instructor
- Following-up bonuses and tuition fees (students of the Faculty of Applied Studies)
- Offering wait a recording feature that the student registers himself in the queue for any of the full sections and therefore the DDL registers the student in the waiting list in the section when vacancies are available.

Deanship of Information Technology

### Web CT System:

Is a global system to manage courses and educational materials through the Internet, the system provides many tools and methods that allow a faculty member to build dynamic and interactive courses quite easily and manage the content of these courses in a flexible and simple way to be able to do daily tasks of the educational process effectively

The system provides great opportunities the Web for students to continue with the course outside the classroom using a variety of tools to view the content of educational material and interact with it through easy ways in addition to communication with the course instructor and other students in the same course through variety of electronic. Web CT system is characterized by being easy to use by both instructors and students in addition to its inclusion of the most important means of the educational process which caused it to be one of the significant systems used at universities around the world.

#### **Fifth: Student Services:**

From this page you can: access:

1. Access to forum directly by clicking on the image of the forum.
2. Update your data in the banner.
3. Account your semester average and cumulative GPA.
4. See and print a weekly schedule of lectures.

#### **Sixth: Discussion forums:**

Forum is the arena of dialogue and exchange of views and experiences among students themselves and between faculty members and students, it is an area enriched to bring up, develop and improve ideas and work on their implementation.

Deanship of Information Technology

#### **Seventh: Telephone Guide:**

A service offered by the university which makes it easy to reach required telephones in areas related to the university.

#### **Eighth: Retrieval of secret code in the Banner system:**

A service offered by the university to make it easy for the employees to re-enter a new secret code easily in case of losing current secret code or occurrence of any malfunction or problem.

#### **Ninth: Model of opening a new electronic mail account:**

It is a model of an electronic request to open a new electronic account by the presence of a form to be loaded on the device which is packaged, printed and sent to the Deanship of Information Technology to take necessary action. To find out how to download the file from the Deanship of Information Technology Page / Page electronic Forms Click a model access to a web page.

**Note:** Opening a new account is allowed only for the university newcomers not for those who have previous account i.e. every employee has the right to open only one account which is the electronic mail OR the Web CT itself and it is used to enter to the internet.

## Medical Services Administration

### Introduction

Medical Services Administration offers a medical scheduled program to all the university personnel: students, employees and faculty members as follows:

Medical services which include a group of specialized clinics for both sections of men and women:

	Men' Section	Women' Section
	General Medicine and Emergency	General Medicine and Emergency
	Internal Medicine	Internal Medicine
Clinic	Dental Clinic	Dental Clinic
	-	Obstetrics and Gynecology
	-	Pediatrics
Joint Clinics	Dermatology	
	Clinic of Ear, Nose and Throat	
	Clinic of Eye	
	Clinic of consultants	
Support Services	Laboratory	
	X-ray	
	Pharmacy	
	Medical Records	

### Medical Services Administration (Working hours in medical clinics)

Day	Period	Work Hours	
		from	to
Week Days	Morning	7:30 a.m.	1.00 p.m.
	Evening	5:00 p.m.	8:00 p.m.
Thursday	Morning (only)	7:30 a.m.	1.00 p.m.

Required procedures to open a file:

1. Copy of university ID.
2. Or a letter of introduction from the Deanship of Admission and Registration or the faculty in which a student studies.

Significant extension numbers in the Administration:

Tel: 5800000 (ext. 1701-1707) – Fax: 5800235 (ext.118)

Emergency telephone extension: (45)

## Administration Safety and Security

It consists of four divisions:

1. Security Division.
2. Safety Division.
3. IDs and Permits Division.
4. Traffic Patrol Division.

Violations that student are punished for:

1. To exceed the speed limit within the allocated routes of the University
2. To park the car in other allocated positions or stop the car in the streets or formal parking.
3. To block traffic.
4. To lose his permit, or ID.
5. To help non-implementation of security and safety.

Fines:

Note that there are fines of \$ (50) SR for all the violations in the first time, and (100) in the second, whereas in the third time permit is withdrawn; and in the case of non-implementation of the Security man, a student shall be referred to the Disciplinary Committee for students to take the necessary procedure according to system.

### Administration Safety and Security

#### How to get a university ID:

1. A copy of Civil Status.
2. A copy of course schedule contains university student data or certified application form for the card from the University Admission and Registration or the definition of the student.
3. A color photo of the student.

#### How to get a permit:

1. A copy of the car format proves that the car is on his name or his father's name only.
2. A copy of university ID.
3. An authorization if the car on the installment system.

#### How to get a permit of people with special needs:

1. T bring the authentic ID.
2. A copy of university ID.

A student who has a medical report should refer to the Medical Services Administration at the university to get it accredited to be able to enter from gate no.(1).

Administration Safety and Security

#### Gates Allocated for Students to Enter

1. Gate no.(2) opposite Al-Belaad Bank.
2. Gate no.(3) opposite General Presidency for Girls Education.
3. Gate no.(6) Dedicated to the Faculty of Medicine.
4. Gate no.(7) Stadium St. opposite the Department of Public Prosecutions.



## Telephone Numbers of the Administration Safety and Security

	Extension No.
Administer of the Administration Safety and Security	1234
Director-General of the Administration Safety and Security	1334
Head of permits and IDs Division	1456
Observer of Shift	1330/1331
Observer of permits and IDs Division	1337

**Guidance of interest to the student transportation****Administration Safety and Security**

(Guidance of interest to the student transportation)

Table of the General Organization of Railways

(Al-Ahsa)	
From the train station to the university	<b>From the university to the train station</b>
<b>7 am</b>	<b>12:30 pm</b>

Table of buses to the Faculty of Veterinary Medicine Animal Resources and Training Station and agricultural and veterinary research:

Time	From the University to the Research Station	From the University to the Research Station
<b>First</b>	<b>7 am</b>	<b>11am</b>
<b>Second</b>	<b>9 am</b>	<b>1:30 pm</b>
<b>Third</b>	<b>12 noon</b>	

**Numbers of Traffic Management:**

	Direct	Extension
Director of Traffic Management	<b>5801795</b>	<b>1799/1348</b>
Assistant Director of Traffic Management	/	<b>1710</b>
Chief of drivers	/	<b>1383</b>
Assistant Chief of drivers	/	<b>1323</b>

## **STUDENT LIFE AT KFU**

### **Student Rights and Responsibilities in the University**



#### **10.1 Introduction**

King Faisal University aims at promoting a spirit of cooperation and communication among students, together with strengthening their close ties with all staff members, academic and non-academic. The University has accordingly issued the present bylaw as an official framework telling the student his/her rights and obligations. In so doing, a mutual understanding is established between the University and students, by which they know how to get their academic rights and services. On the other hand, it shows them how to honor their obligations to the university. In this way, they will be able to bear responsibility towards their behavior and acts within the framework of the rules and regulations in effect.

#### **10.2 University Students Rights:**

##### **10.2.1 Academic Rights:**

- 1- Students should enjoy a teaching environment, educational facilities and aids suitable for study and easy learning.
- 2- Providing the student with sources of knowledge related to the courses in accordance with the rules and regulations that govern academic work.
- 3- Providing students with curriculum plans of the college, informing new students (freshmen) about available fields of study, and preparing course schedules before the start of study. Students should be provided with information about rules of registration in the available courses. If it is impossible to satisfy the desire of all

students to register in a specific course, there should be fair rules that govern choice of students for that course.

- 4- Addition or deletion of a course, or deletion of the whole summer semester according to the university system of learning and registration, and within a specified period of time that is declared to students.
- 5- The student may appeal to postpone study by offering an acceptable reason.
- 6- Faculty members should give lectures according to the specified times in schedules. A faculty member unable to meet a class should notify his/her students; other lectures are given in compensation to complete the course requirements.
- 7- Students can have discussions with faculty members in a respectable and academic way in class or during the office hours specified for students. Faculty member should respect the social traditions regarding communication with female students.
- 8- Test questions must be from the contents of the curriculum and the topics raised in the lectures. Marks should be distributed logically to achieve fair evaluation of student abilities.
- 9- All course tests are given unless there is an obstacle preventing the student from taking a test according to the rules and regulations of exams. A student who is denied taking an exam must be informed of that early enough before the exam (to submit an appeal, for example).
- 10- A student may ask for a second marking of his/her paper according to the rules and regulations of appealing against the marking of exam papers.
- 11- Students have the right to know the results of monthly, semester and final tests after being marked and approved.

### **10.2.2 The Non-Academic Rights:**

1. Students enjoy the support and social services presented by the university, and participate in University activities according to the bylaws in effect.
2. Enjoying the health care delivered in the hospitals and health centers of the university.
3. According to the bylaws of the University, students enjoy: the university book – university housing – central libraries – sports fields – restaurants – car parking, etc.
4. Students enjoy material rewards and incentives according to the rules and regulations.
5. Some students are nominated for training programs, local and foreign trips, participation in cultural activities, serving the local society, and voluntary activities according to the rules and regulations.
6. Appealing against a faculty member, a department, a college or any unit in the university that caused harm to the student. The complaint or appeal is made in accordance with the bylaws of the University.
7. The student is given the chance to defend himself/herself against any disciplinary action taken against him/her. The student is summoned to take his/her statement before imposing the penalty. If s/he does not come, they are summoned for a second

time. Then the penalty can be appealed against if the student does not attend for the second time because of an acceptable reason.

8. Appealing against disciplinary decisions is made according to the rules in effect.
9. Keeping the contents of the student file as confidential; anything of the file is only given to the student, his/her guardian, or an authorized representative. The file can only be referred to competent enquiry departments, judiciary, or other governmental departments responsible for the contents of the file. Confidentiality of the file can only be lifted and publishing becomes allowed only after a disciplinary decision is taken against the student.
10. Students with special needs have the right to enjoy the adequate services essential for them according to the rules and regulations in effect.

### 10.3 University Student Responsibilities:



#### 10.3.1 Academic Responsibilities:

1. Students have to attend their classes regularly and fulfill other study requirements in the light of rules and schedules organizing start and end of study, transferring, registration, withdrawal, postponing, deletion and addition.
2. Respecting faculty members, administration and workers of the other students and visitors. They should not be subjected to any kind of verbal or physical abuse.
3. Respect for the rules and arrangements of lectures by regular attendance and avoiding absence without an acceptable excuse in accordance with the rules and regulations.
4. Not to cheat on a test or participate in any form of cheating or plagiarism while making researches, graduation projects, or other course requirements.



5. Abiding by the rules and regulations of exams by avoiding cheating, trying to cheat, identity theft, forgery, producing in the exam room any equipment that may facilitate cheating, or helping facilitate such behaviors.
6. Abiding by the instructions dictated by invigilators in the exam halls, and not trying to spoil the quiet atmosphere in the exam room.

### **10.3.2 Non-Academic Responsibilities:**

1. Students have to comply with rules, regulations, instructions, and decisions issued by the University without breaching or circumventing the law, or using forged documents to get an advantage.
2. The student must have the University Identification Card while being at the university and show it to the faculty member or administration when asked to do so.
3. The student may not participate in damaging, misusing, or spoiling the properties or facilities of the University.
4. The student has to comply with the instructions regarding the optimal use of university facilities.
5. Student's dress and behaviors should agree with the university and Islamic traditions of Saudi society. Any acts against Islamic ethics or public morals are not allowed inside the university.
6. Students must be quiet and avoid smoking or causing any noise in the university facilities. Illegal gatherings are not allowed. Legal ones are allowed only in the specified places
7. Forming societies, issuing or distributing bulletins, or collecting money or signatures is not allowed inside the University without a prior approval from the competent departments.
8. Collective absence without an acceptable excuse or urging students not to attend classes, exercises, classes at the Lab, etc. is not allowed.
9. Students may not carry or distribute advertising material against the government or University rules and regulations.
10. Students may not flout safety or traffic regulations on the University premises.

### **10.4 Consideration of Appeals Made by Students:**

#### **10.4.1 Objectives of Establishing a Unit for Dealing with Students' Appeals:**

1. The establishment of a University community founded on mutual cooperation.
2. Establish the principles of justice as a main pillar for building an ideal community in the University.
3. To protect the rights of students in accordance with the rules and regulations of the University, the Students' Appeals Unit investigates and resolves the complaints from students to spread a culture of justice among them.

#### **10.4.2 Steps of dealing with students' appeals:**

##### **First: Appeals Regarding Marking exam Papers for a Second Time (Second Marking):**



1. Within two weeks of informing the student about the exam results, s/he may appeal to the College Dean.
2. College Council finishes consideration of the appeal before the start of exams of the following semester. In case of upholding the appeal, the College Council assigns the faculty member who will perform the second marking for the exam paper.
3. After the second marking, the College Council considers the matter and takes the final decision

**10.4.3 Second: Appeals against Decisions of Standing Committee on Student Discipline: Students have the right to appeal against the following penalties:**

1. Cancelling the student's exam in one course or more and giving them an F "fail" grade.
2. Denying the student taking the exam in one course or more and giving them an F "fail" grade.
3. Suspend the student from the University for one Semester or more.
4. Dismissal from the university.

**10.4.4 How to appeal in these cases:**

1. Student has the right to appeal to the University President within 15 days of being informed of the decision.
2. In case of receiving the appeal before the end of the specified period, the University President refers the appeal again to Standing Committee on Student Discipline to reconsider the case.
3. If the committee does not uphold the appeal, the matter is left to the University Council to take the final decision.

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## University Stage and the Executive Rules of King Faisal University

### Definitions:

#### Article 1:

#### Academic year:

Two main semesters and a summer term if applicable

#### Academic Semester:

A period not less than 15 weeks in which students receive courses, the periods of registration and final examinations are not considered as a part of this period.

#### Summer Semester:

period not more than 8 weeks in which the periods of registration and final examinations are not considered as a part of this period, and the period specified for this semester is doubled.

#### Study level :

The indicator for the study stage according to the accredited study plans.

#### Study plan:

a group of compulsory optional and free courses which of the total of its units form graduation requirements that students must cross to obtain successfully the scientific degree of in the specified specialization

#### Course of Study:

is a module that meets the needs of the level specified in the approved Study Plan in each specialization Program. The Course has a number, a code, a title, and a description for its vocabularies distinguishes it in term of content and level from other courses, and a special file is to be saved in the department for the purposes of follow up, assessment and improvement. Some courses may have Prerequisite or concurrent courses.

#### The Accredited Hour

is a weekly theoretical lecture that is not less than fifty minutes, or the clinical lesson that is not less than fifty minutes, or a practical lesson which is not less than one hundred minutes.

#### Academic Warning

The notification directed to the student whose Cumulative average drops less than the minimum limit as it clarified in the regulation.

#### Semester Work Mark

The mark which is granted for works that show the student effort during the semester such as exams, researches, or other forms of classroom activity related to the course.

**Final Examination**

An examination held Once at the end of the study semester

**The Mark of the Final Examination**

The mark which obtained by the student in each course of Final Examination in the study semester

**Final Mark (Total)**

The total of the combination of the Semester Work Mark and the final exam mark for each course and it is calculated out of 100.

**The Grade**

The description of the percentage and alphabetical symbols for the final mark which obtained by the student in each course.

**Incomplete grade:**

It is a grade temporarily assigned for each course in case the student can not complete its requirements in the fixed time due to circumstances beyond the student's control, and it is given (IC) symbol.

**In progress grade**

The grade of in progress or "IP" is reserved for special cases and means that the particular course is not designed to be completed by the end of the term and the nature of that course requires to be studied through more than one term.

**Semester Average**

The sum of dividing the grade points by the sum of credited hours for all the courses at a particular semester. And the grade points are calculated by multiplying the grade value of the course by the credit hours of that course. The product of this multiplication will be the grade points (see appendix B).

**Accumulative Average**

The sum of dividing the grade points on the sum of credited hours for all the studied courses passed by the student since he joined to the University (see appendix B).

**General assessment**

The description of the level of scientific acquisition for the student during the period of his study at the university.

## Study load

The sum of the Credit Hours that the student can register in a study semester, the top and low limit of the study load should be determined according to the executive rules of the university.

## Executive Rules for Article 1

### ADMISSION OF NEW STUDENTS

The following terms indicate the meanings assigned to them:

1- Academic record:

The record which shows the performance of the student including the studied courses, accredited hours, grades, semester average, annual average, accumulative average and academic warnings if any.

2- Academic Guide:

The faculty member and the like who is in charge to supervise, guide and follow up the student during his study.

3- The second phase examination:

A re-examination which held for student who fails in a number of the accredited hours which determined by the collage council among the annual courses assigned for health collage students, The student degree of failure in the first phase is substituted by the second phase degree provided that the student grade should not exceed acceptable (60) and he will given the symbol (D1).

4- Clinical session:

A period of time in which the student learns clinical cases (Pathological or not) in a specific specialization that every accredited hour should meet a week of practice.

5- Apology from study:

The discontinuation of the student study for his academic year or academic semester in which he registered relying on acceptable excuse and that will be considered as part of the period required for fulfilling the graduation requirements.

6- Postponement of study:

When the student doesn't register any courses in his academic year or academic semester he manages to postpone it upon the request of the student, the period of Postponement will not be considered as part of the period required for fulfilling the graduation requirements.

7- Discontinuation :

When the student doesn't register any courses in his academic year or academic semester and doesn't inform the university about that.

8- Termination of the record:

The termination of any relationship between the student and the university whether through dismissal, withdrawal or discontinuation.

9- The minimum limit of the study load:

The number of the accredited hours that student register during the study level, not less than (12) hours for the academic semester system and (20) hours for the academic year system. Regarding clinical stage in health collages the minimum limit of academic load should be (9) accredited hours taking into account the item (7/D) of the executive rules of articles ( 9-14).

10- The maximum limit of the study load:

The number of the accredited hours that student register during the study level, not more than (23) hours for the academic semester system and (40) hours for the academic year system.

**Article 2:**

The council of the University determines number of the students may be admitted the succeeding year, based on a proposal of the Senate of the Colleges and other related departments.

**Article 3:**

The following requirements have been stipulated for the admission of the new student:-

- a) Must obtain a secondary school certificate or equivalent from inside or outside the Kingdom of Saudi Arabia.
- b) The secondary school certificate should not be more than five years old and the council of the University may give exemption from this term if there are good reasons.
- c) Should be with good conduct and behavior
- d) Should successfully pass the interview conducted by the university council.
- e) Should be medically fit
- f) Should obtain approval from his employer allowing him to study if he is working at private or public sector.
- g) Should fulfill any other terms fixed by the university council announced at the time of application.

**Article 4:**



The priority for applicants is for those students who comply with the all requirements according to their secondary school marks and interview level if required.

#### **Executive Rules for Articles (2-4)**

- 1- the deanship of admission and registration with the coordination of collages specify the procedures related to admission exams, personal interviews, appointments of receiving admission applications and announcing and informing the accepted students.
- 2- Beside the above conditions under article (3) the admitted student shall not be dismissed from another university for disciplinary reasons.
- 3- The priority of admission is for those students who comply with the all requirements according to their secondary school certificate that is in the same year of admission to the older until five years, and for eight years for enrollment.
- 4- each student in the university should have a university card to prove his personality, and the student should carry this card and present it upon the request especially, when he attends the theoretical lectures and practical lessons, and when he performs examinations or receiving rewards. In the case of missing the card and after investigation the reason of the missing, a new card is to grant for the student.
- 5- the deanship of admission and registration preserves a file for every student including all documents related to student admission, and statement of his educational, social and sport activities, also his academic record, any disciplinary sanctions toward him and any personal paper related to him.

#### **STUDY SYSTEM**

##### **Article 5:**

- a- student should make gradual progress in his study according to the executive rules issued by the university council.
- b- study plan shall be designed to consist of 8 levels at least for the university stage.

##### **Article 6:**

The Study at some Colleges may be on the basis of the full academic year in accordance with the basics and procedures stated by the university council, and the academic year is calculated by two levels.

##### **System of Levels:**

##### **Article 7:**

A study system in which the academic year is divided into two main semesters, and there may be a summer semester which forms the half of the main semester period. Graduation

requirements are distributed into levels to obtain the degree according to the academic plan approved by the university council.

### **Executive Rules for Articles (5-7)**

Beside what mentioned for Articles (5-7) the following rules shall be applied:

First: the study plan in health collages which follow the annual system should keep pace with the basis of the academic year with two study levels.

Second: the number of the levels in each collage is specified according to the collage accredited study plans.

Third: the collage study plans, study courses and accredited hours (obligatory – optional – free) are to be specified and distributed on the different study semesters, and each level has a number of accredited hours according to the accredited study plans.

Fourth: the academic load of the student is linked to the accumulative average provided that his average meets the minimum limit of the academic load as possible according the following table:

Accumulative average	The number of the accredited hours	
	Semester system	Annual system
Less than 2 out of 5	(12) hours maximum	<b>(20) hours maximum</b>
2 - less than 2.5	(15) hours maximum	<b>(25) hours maximum</b>
2.5 – less than 4	(19) hours maximum	<b>(35) hours maximum</b>
<b>4 and more</b>	<b>(23) hours maximum</b>	<b>(40) hours maximum</b>

Fifth: the councils of heath colleges specify the rules required for clinical sessions concerning their students, as follow:

- 1- the procedure of registering the students in these sessions every semester with the coordination of the deanship of admission and registration.
- 2- The conditions to convert from level into another in these sessions.
- 3- The conditions to sit in the final examinations of these sessions.

### **Dropping and Adding**

#### **Article 8:**

The council of the university set the rules of registration, and dropping and adding of courses within the levels of the accredited study plans that insure the registration to the minimum limit of the academic load.

### **Executive Rules for Article (8)**

First: the admission and registration deanship specifies the time table to the registration, and dropping and adding of courses.

Second: registration for the main semesters:

a-early registration: starts from the tenth week every semester and the registration is for the next semester.

b-confirming the registration: it is during the week which preceding the beginning of the academic semester except for health collages where it is upon the conditions of every collage.

c- canceling registration: the registration of the student is cancelled and he will be considered as discontinued of his study if he does not confirm his registration for all the courses before three days of the beginning of the study semester, and he will be considered as ( a discontinued of the study because not confirming for the registration), and the student in this case may apply for postponing of his study before two weeks of the beginning of this semester, and if he doesn't apply for postponing of his study, he will be considered as ( a discontinued of the study).

Third: the student shall have the chance during the periods of early registration and confirming the registration to do dropping and adding in accordance with the accredited study plan of the collage and within the permissible limit of the academic load.

Fourth: registration for the summer semester:

1. the council of the collage specifies the courses that the collage wants to present in the summer semester, and that should be announced five weeks before the end of the second semester.

2.the maximum limit of the accredited hours that are permissible to register in the summer semester is (10) accredited hours, and the number of courses must not exceed (3) courses.

3. it is permissible for the student in the summer semester to add until the maximum limit of the accredited hours that are permissible to register in this semester, and he can drop any course in this semester upon the approval of his collage, and that should be in the first week of the semester.

4.the student can completely drop any course in the summer semester within the first three weeks of this semester upon the approval of the collage he follows.

### **Attendance and Apology of the study**

#### **Article 9:**

The regular student should attend the lectures and practical courses. He would not be allowed to attend the final examination if his attendance percentage at the lectures and practical courses related to each course during the semester is less than (75%). The student

who has not been allowed to attend the examinations due to the absence will be considered as fail in that course and his class work grade will be recorded and should be described as deprived (DN).

**Article 10:**

The college council or his authorized representative may allow the student to attend the final examination in case of submitting an acceptable excuse to the college council provided that the percentage of absence should not be less than (50%) of the lectures and practical lessons for the course.

**Article 11:**

The student who is absent of the final examination gains (zero mark) in that exam, and his grade value in that course is calculated based on the work points he achieved through the semester in that course.

**Article 12:**

If the student could not attend the final exam due to a compulsive circumstances (beyond the students' control), the college council may allow him to attend substitution exam within a period of time not exceeding the end of the next semester, and the student will be given the grade value he achieved after attending the substitute examination.

**Article 13:**

- A) The student may apologize for not continuing in any semester without being considered as fail if he submits an acceptable excuse to the agency determined by the university council through a period determined by executive rules issued by university council, the student will be given the grade (W) This semester will be considered as part of the period required for fulfilling the graduation requirements.
- B) The student may withdraw from a course or more in the semester according to the rules issued by the university council.

**POSTPONEMENT OF STUDY**

**Article 14:**

The student will be entitled to apply for postponing the study prior the end of the first week of the study due a reason acceptable to the Dean of the College provided that the postponement period should not exceed two consecutive semesters or three non-consecutive semesters throughout his stay at the University and his registration will be closed after that. The

University Council may make an exception in necessary circumstances. The period of postponing will not be calculated in fulfilling the requirements of graduation.

### **Executive Rules for Articles (9-14)**

- 1- The regular student should attend the lectures and practical courses. He would not be allowed to attend the final examination if his attendance percentage at the lectures and practical courses related to each course during the semester is less than (75%). The student who has not been allowed to attend the examinations due to the absence will be considered as fail in that course and his class work grade will be recorded and should be described as deprived (DN).
- 2- The college council or his authorized representative may allow the student to attend the final examination in case of submitting an acceptable excuse to the college council provided that the percentage of absence should not be less than (50%) of the lectures and practical lessons for the course.
- 3- The student may withdraw the educational semester without being considered fail if s/he provided an acceptable excuse to the admission and registration deanship by the recommendation of the college before five weeks of the final exams at least otherwise, the withdraw shall be according to the approval of the university council with the recommendation of the collage.
- 4- The apology of the academic year system is before the start of the final examinations of the second examinations at least by eight weeks, taking into account the calculation of the course results that student succeed in the semester.
- 5- Postponing of the study in the semester system lasts for the end of the second week of the study semester.
- 6- Postponing of the study in the annual system lasts for the end of the third week of the study semester.
- 7- The student may withdraw from a course or more according the following rules:
  - a) not to exceed the eighth week from the beginning of the academic semester for the semester system courses, and not to exceed the fifteenth week from the beginning of the academic year for the annual system courses, and the student will be given the grade (W1).
  - b) The number of the remain accredited hours shall not be less than (12) hours.
  - c) The deanship of admission and registration with the coordination of the collage manage the withdrawal cases which indicate for in items (a, b).



- d) The specialized collage council or his authorized representative in the cases of withdrawal from the courses for whose load is less than the minimum limit (after doing the withdrawal), also, for those who were not able to register the minimum limit of the academic load.
- 8- Consent of the guardian is a must for female students in case of withdrawal from the semester.
- 9- First-year students of the collages of medicine, pharmacy and dentistry may not apologize, postpone and withdraw from a course, and the collage council may have an exception in that.
- 10- Female students, whose their husbands in a scholarship out of the kingdom and they accompany them, have an exception of postponing the study for consecutive five years maximum upon the approval of the collage council, and the female student should apply for that before the semester of postponement, and she should approve her accompaniment with her husband who is in a scholarship granted by the formal agencies. The female student whose period of postponement is more than five years is considered discontinued from study, and will be treated as a new student in case she wants to re- register at the university and the study units she had studied before will not be calculated. The case is the same with students who accompany their wives.

### **SUSPENSION OF STUDY**

#### **Article 15:**

If the student discontinues his study for a semester without postponing, his registration will be closed. Regarding enrolled student, the registration of the enrolled student will be closed if she/he fails to attend all final examinations without an acceptable excuse.

#### **Article 16:**

The student is not considered discontinued from the semesters while he studies at another University as a visiting student.

### **RE-REGISTRATION**

#### **Article 17:**

The student whose record has been terminated may apply for the restoration of his record under the same number before the suspension as per the following restrictions:-

- a) Should submit the re-registration request during four semesters as from the closing date of the record.

- b) The College Council and respective parties should approve the re-registration request submitted by the student.
- c) If more than four semesters pass after the closing of the student's record he can apply as new student without referring to his previous academic record provided that all admission terms must be applied on him.
- d) The re-registration shouldn't be done more than once. The university council – when necessary – can make exception for this matter.
- e) The student should not have been dismissed academically.

### **Executive Rules for Article (17)**

The Council of the university may approve the re-registration request submitted by the student, even if he suspends more than four semesters after the closing of the student's record per the following restrictions:-

- 1- The suspension period must not exceed the period specified for the regular study.
- 2- The suspension should be for a valid reason accepted by the college council.
- 3- The student should pass (50%) of the accredited hours.
- 4- His accumulated average must not be less than (2.5) out of (5).

### **Article 18:**

The re-registration will not be allowed for the student whose record has been closed due to disciplinary or educational reasons and if it is revealed that he had been dismissed for such reasons the record will be cancelled.

## **GRADUATION**

### **Article 19:**

The student will be graduated after fulfilling successfully the graduation requirements in accordance with the educational plan of the college provided that his accumulated average should not be less than accepted. The college council based on the recommendations from the respective department may determine suitable courses to be studied by the student for raising the accumulated average in case he passed all the courses but his accumulative average is less than the minimum.

### **Executive Rules for Article (19)**

- 1- The student will be granted a certificate which shows the student's full name, university number, civil record number, place and date of birth, the college, degree, specialization, grade after graduation, and the session of the university council provided

by date that issued the approval of granting the degree for the student. The certificate shall be signed by the dean of admission and registration.

- 2- Issuing a replacement graduate certificate instead of the missing one per the following:
  - a) The student shall apply for the deanship of admission and registration to grant him a replacement graduate certificate instead of the missing one after announcement.
  - b) A seal with this words (a replacement of missing) should be put on every document issued after the missing.
- 3- when the students fulfil all the requirements of the graduation and his accumulative average is less than (2), s/he should register some courses upon the recommendation of the department council and the approval of the collage council or his authorized representative in order to rise his average and obtain the scientific degree according to his study plan.

### **DISMISSAL FROM THE UNIVERSITY**

#### **Article 20:**

The student will be dismissed from the University in the following cases:

- a) If he receives three warnings and above for low accumulative average (2 out of 5 or 4 out of 10), and the university council according to the recommendation of the council of the college may give a fourth chance to the student for rising his accumulative average by studying the available courses.
- b) If he has not fulfilled the graduation requirements within maximum half of the period fixed for his graduation in addition to the period of the program. The council of the college may give an exceptional chance to the student for fulfilling the graduation requirements maximum not exceeding the double of the original period fixed for graduation.
- c) The university Council due to exceptional cases may make an amendment for the students who are governed by the two previous items – a chance not exceeding two semesters.

#### **Executive Rules for Article (20)**

- 1) The summer semester is not within the semesters that warranties are granted for the student due to the average go down.
- 2) Student of health collages who registered in the annual system is to be dismissed from the University in case he could not raise his accumulative average to (2,00-5,00) after warning and giving him a chance for a full year to raise his accumulative average.

- 3) The deanship of admission and registration with the coordination of the collages execute the procedures of dismissing the student before the beginning of the next study semester.
- 4) The specialized committee studies the conditions which hinders the students and study exceptional cases for treatment the situations of the students according the provisions of the items (a,b) of the article (20) and perform the recommendations related to that.

## **Enrollment**

### **Article 21:**

The university council upon the proposal of the collages may apply the principle of study through enrollment in some of the collages and specializations that the nature of their study permits for that, and the university council sets the rules and procedures which organize that as follow:

- a) The number of the accredited hours required for the graduation of the enrolled student shall not be less than the accredited hours required for the graduation of the regular student in specialization available for enrollment.
- b) the enrolled student is to be treated as the regular student in term of admission, grades, transfer, dismiss and re-registration ...etc, except for the lecture attendance.
- c) The university council upon the proposal of the collages may specify the regulations required for the performance assessment of the enrolled students.
- d) it should be provided in the academic record, graduation document and certificate that the student studied by enrollment.

### **Executive Rules for Article (21)**

- 1- The collage council may transfer the student from the enrollment program into the regular program according to the annual rules specified for that.
- 2- The annual rules, in this case, are to be approved by the university president upon the proposal of the deanship of admission and registration.
- 3- the deanship of admission and registration shall inform the university collages about these rules after their accreditation and announcing by the university president in the annual agenda of the deanship.

## **EXAMINATIONS**

### **Article 22:**

The Council of the College will determine based on a proposal of the department, the mark for the semester works shall not be less than (30%) of the final grade of the course.

**Article 23:**

The semester works are calculated by one of the followings:-

(a) Oral or practical examinations and researches or class activities or all of them or some of them, and one written examination at least.

(b) Two written examinations at least.

**Article 24:**

The collage council that the course refers to- based on the recommendation of the department council- may include practical and oral exams in the final examinations, and specify the marks assigned for the final examinations.

**Article 25:**

The department council may based on a proposal from the faculty member who teach the course-may allow the student to complete the requirement of any course in the next semester and the mark of that course is to be recorded as incomplete (IC) and it is not included in the semester average or in the accumulative average, and it shall be included after fulfilling the requirements of that course. And if the student spent one semester without fulfilling the requirements of that course, the (IC) mark will be substituted to (F) and it is included in the semester and accumulative average.

**Executive Rules for Articles (22-25)**

- 1- The study plan of the collage specifies the marks assigned for the semester works and includes any practical or oral examination and the final examination, provided that, the mark of the semester works shall not be less than (30%) of the final grade of the course.
- 2- The article (25) from the regulation of study and examinations is not applied for students who do not attend the final examination.
- 3- Health collages that apply the annual plan system may held second phase examinations according to the rules specified by the collage council.
- 4- Rules required for courses which do not need examinations are to be specified in the study plan and given (NE,NP) symbols.

**Article 26:**

Courses of forums and research and courses that have practical or field tincture may be excluded from the provisions of the articles (22,23,24) or some of them, that is by a decision



of the collage council based on the recommendation of the department that the course refers to, and the collage council measure the achievement of the student in these courses.

## Grades

### Article 27:

If the study of the courses requires more than one semester, a grade of in progress (IP) is to be recorded, and the student shall be given the mark he has achieved after completing the study of the course, and if he did not fulfill the course in the fixed time, the department council may allow to be recorded (IC) grade at the student's record

Executive Rules for Article (27)

The student is given the grade (IP) for the course that needs more than one semester and the academic load is to be divided on the two semesters.

### Article 28:

- The grades which students achieve are calculated as the following:

mark	grade	Letter of grade	Value of grade Out of 5	Value of grade out of 4
95-100	Excellent +	A+	5,0	4,0
90-less than 95	Excellent	A	4,75	3,75
85-less than 90	very good +	B+	4,5	3,5
80-less than 85	Very good	B	4,0	3,0
75-less than 80	Good +	C+	3,5	2,5
70-less than 75	Good	C	3,0	2,0
65-less than 70	passed +	D+	2,5	1,5
60-less than 65	passed	D	2,0	1
Less than 60	Fail	E	1,0	0

### Article 29:

The general grade of the accumulative average is to be recorded on the basis of the accumulative average as the following:

- (Excellent) if the accumulate average is not less than 4,50 out of 5 or 3.5 out of 4.
- (Very good) if the accumulate average is 3,75- less than 4,50 out of 5 or 2,75- less than 3.5 out of 4.

3- (Good) if the accumulate average is 2,75- less than 3,75 out of 5 or 1,75-less than 2,75 out of 4.

4- (Acceptable) if the accumulate average is 2,00- less than 2,75out of 5 or 1- less than 1,75 out of 4.

#### **Article 30:**

The first honor degree will be granted to the student scoring an accumulative average from (4.75) to (5.00) out of (5.00) or (3.75) to (4.00) out of (4.00) upon graduation. The second honor degree will be granted to the student scoring an accumulative average from (4.25) to less than (4.75) out of (5.00) or(3.25) to (3.75) out of (4.00) upon graduation. To obtain the first or second honor degree the following should be provided:-

a)The student must not fail in any course that he has studied in the university or in other universities

b)The student must have fulfilled the graduation requirements within a period maximum equal to the average of the period between the minimum and maximum limit for staying in his College.

c)The student should have studied at the university he is going to graduate from more than 60% of the graduation requirements.

### **FINAL EXAMINATION PROCEDURES**

#### **Article 31:**

The collage council may establish a committee to cooperate with departments in organizing the procedures of the final examinations, the task of this committee is to review the marks transcripts and deliver it to the specialized committee in a period not more than three days from the date of examination in any course.

#### **Article 32:**

The university collage may apply secrecy in the procedures of the final examinations.

#### **Article 33:**

the course instructor Sets exam questions and if necessary, upon the suggestion of the department president, they may be set by whom chosen by the collage council.

#### **Article 34:**

the course instructor should correct the final examinations papers of his course, and if necessary, the department president may assign a specialist or more with him to participate in the correction, also, the university council may deliver the correction to any body.

#### **Article 35:**

The person who corrects the final examination shall register the marks that students obtained in marks transcripts which prepared for that, and sign on them, then these transcripts are to be approved by the department president.

**Article 36:**

The student shall not be given more than two examinations in the same day and the university council may make an exception for that.

**Article 37:**

The student is not allowed to enter the examination after half hour of the beginning of the examination and he is not allowed to get out of the examination before half hour of the beginning of the examination.

**Article 38:**

Cheating, trying to cheat, breaking the instructions and the rules of conducting the examination are things expose the student to punishment according to the students' disciplinary regulations issued by university council.

**Article 39:**

The collage council that the course refers to – if necessary- may approve to re-correct the answer sheets in a period not exceed the beginning of the next semester.

**Article 40:**

The collage council - upon a recommendation of the concerned department - specifies the period of the written examination provided that, it will not be less than one hour and not more than three hours.

**Article 41:**

The university council sets the regulations regarding the final examinations procedures but without violation in the provisions related to articles (31-40).

**Executive Rules for Articles (31-41)**

**First:**

- 1- the marks including the mark of the semester works, the mark of the final examination and the final grade are to be registered in details by the teacher of the course in the prepared lists by the deanship of the admission and registration whether paper or electronic.
- 2- The accredited marks are sent by the concerned department to the collage dean in order to approve them, then to inform the collage council about the results.

- 3- The deanship of admission and registration is to announce the results after the end of the final examinations.

**Second:**

1-The student may apply to the dean of the collage or his authorized representative for re-correct his answer sheet within two weeks from announcing the results.

2- the collage council has the final decision about the student application with a period not to exceed the beginning of the final examinations of the second semester, also, the council may:

a- accept the application of the student or refuse it.

b-in case of accepting the application, the council specify the faculty member who is going to do re-correction.

c- after re-correcting the sheet, the council will reconsider it and the decision of the Council will be final.

**TRANSFER**

**Transfer from a University to another**

**Article 42**

The student may be transferred from outside the University based on the following restrictions:-

a) The student should have been studied at a recognized university

b) Should not be dismissed from the transferring university due to disciplinary or educational reasons.

c) The transferred student must meet the admission requirements of transfer which are determined by the university council.

**Article 43:**

The collage council is to equalize the courses that student studied outside the university upon the recommendation of the departments that present these courses, and the equalized courses are to be fixed in the student record, and not to be calculated in the accumulative average.

**Article 44:**

If it appears after the transfer of the student that he has been dismissed before due to disciplinary or educational reasons then his registry will be cancelled as from the effective date of his transfer to the University.

**Article 45:**

The student is to be transferred in any study semester from a university to another according to the announced procedures and time of the university that the student transferred to it, according to the general regulations of transfer.

**Transfer from a college to another within the university****Article 46:**

The student may be transferred from one college to another within the university based on the restrictions determined by university council.

**Article 47:**

All courses that studied previously by the student, are to be fixed in the academic record of the student who transferred from a collage into another, that include grades, the semester and accumulative averages all over his study in the university.

**Transfer from one specialization into another within the collage****Article 48:**

After obtaining the consent of the Dean of the College the student may be transferred from one specialization to another inside the College in accordance with restrictions prepared by university council.

**Article 49:**

The student's academic registry must show all courses previously studied, including grades, semester and accumulative averages throughout the study in the university.

**Executive Rules for Articles (42-49)**

1- The collage council may accept the transfer of the student from another university according the following restrictions:

a- The student should have studied at least two semesters in his former university with (24) accredited hours in his academic record before the transfer.

b- He should not be discontinued of his study in the collage that he wants to transfer from.

c-his accumulative average shall not be less than (3.00) out of (5.00) or what equalize that in the collages of the university, for the health collages the accumulative average shall not be less than (3.75) out of (5.00).

d- The student should study not less than 50% of the graduation requirements in King Faisal University, and the collage council may make an exception in that.

e- The student should apply for transfer by at least five weeks before the beginning of the semester he wants to transfer in.

f-any other conditions specified by the collage council.

2- The collage council may approve the transfer applications from other collages inside the university according the following restrictions:



- a- The student should have studied at least two semesters in his former university with (24) accredited hours in his academic record before the transfer.
  - b- He should not be discontinued of his study in the collage that he wants to transfer from.
  - c-his accumulative average shall not be less than the limit specified by the collage council, not less than (2) out of (5).
  - d- The student should apply for transfer by at least five weeks before the beginning of the semester he wants to transfer in.
  - e-Any other conditions specified by the collage council.
- 3- The students of health collages (medicine collage, dentistry collage and pharmacy collage) are to be transferred at the end of the first year to the other collages if they have got (3) out of (5) in the accumulative average of the courses which specified by the collage council according the approved plans of every collage and with the consideration of the item (2/c).
- 4- The transfer is allowed just for one time among the collages of the university during the whole period of the study.
- 5- In case of Transfer from one specialization into another within the collage the followings should be considered:
- a- Meet the requirements of the specialization intended to transfer to.
  - b- The transfer should be just for one time during the whole period of the study.
  - c- Any other conditions specified by the collage council.
- 6- The collage council may make an exception regarding the transfer from one university into another, or from one collage into another for the female students who have exceptional circumstances due to the following restrictions:
- a- The female student should complete a study semester in her university or her collage.
  - b- The female student should attach a formal document in her application to approve the humanitarian situation, the current place of residence and the need of transmission after the admission such as (the death of the guardian, divorce, marriage, retirement of the guardian and the transmission of the guardian out of her study place).

## **VISITING STUDENT**

### **Article 50:**

The visiting student is a student who studies some courses at another university, or at a branch of the university to which he belongs without being transferred. The courses he studied are accredited according to the following regulations

- a- A prior consent must be obtained from the student's previous College allowing him to study as a visiting student.
- b- The study should be at a recognized College or University.
- c- The course studied by the student outside his university must be commensurate (equivalent) in terms of words to one of the courses containing in the graduation requirements.
- d- If the visiting student study stands in one of the university branches that he belongs to, he will be treated in accordance with the Article (47).
- e- The university council specifies the maximum limit of the accredited hours that might be calculated from outside the university for the visiting student.
- f- The courses averages that are equalized for the visiting student will not be calculated within his accumulative average and the courses would be fixed in his academic record.
- g- Any other conditions set by the university council.

### **Executive Rules for Article (50)**

The student of King Faisal University who wishes to study as a visiting student in another university must take the followings into his consideration:

- 1- The student must have academic record at King Faisal University at least of two academic semesters at the College which he has joined before applying to study as a visiting student.
- 2- A prior consent must be obtained from the student's College allowing him to study as a visiting student and to determine the courses to be studied. The College may stipulate the issue of obtaining certain average for equalizing the course. The student would be given official letter by the Deanship of Admission and Registration Affairs for starting the study.
- 3- The maximum limit of the accredited hours allowed to be calculated from outside the university is (50%) of the graduation hours of the King Faisal University.
- 4- The student is considered as a visiting student for articles he register out of his collage campus.
- 5- The deanship of admission and registration shall give the visiting student who is out of the university an academic number during his period of study in the university.

### **GENERAL PROVISIONS**

#### **Article 51:**

This regulation cancels all previous regulations prepared for study and examinations in the university stage.

#### Article 52:

The university council may set executive rules that do not contradict with the provisions of this regulation.

#### Article 53:

The council of the higher education has the right to interpret this regulation.

### SUPPLEMENTS

#### SUPPLEMENT (A)

#### Academic record and grade symbols

##### The Academic record

It is a record that clarifies the student's academic performance, that include the courses and their codes and numbers, the number of their decided units, the grades obtained and the codes and values of that grades that he studies in every academic semester. And the record shows also, the semester and the accumulative average of and the general grade in addition to the courses that the transferred student exempt from them.

#### Grade Symbols

Value (English)	Value (Arabic)	Points	Grade Range	Symbol (English)	Symbol (Arabic)
Exceptional	ممتاز مرتفع	5.00	4.00 95-100	A+	أ+
Excellent	ممتاز	4.75	3.75 95 Less than 90	A	أ
Superior	جيد جداً مرتفع	4.50	3.50 90 Less than 85	B+	ب+
Very Good	جيد جداً	4.00	3.00 85 Less than 80	B	ب
Above Average	جيد مرتفع	3.50	2.50 80 Less than 75	C+	ج+
Good	جيد	3.00	2.00 75 Less than 70	C	ج
Pass-High	مقبول مرتفع	2.50	1.50 70 Less than 65	D+	د+
Pass	مقبول	2.00	1.00 65 Less than 60	D	د
Fail	راسب	1.00	0.00 Less than 60	F	هـ
In-Progress	مستمر	--	-- --	IP	م
In-Complete	غير مكتمل	--	-- --	IC	ل
Denial	محروم	1.00	0.00 --	ND	ح

No grade-Pass	ناجح دون درجة	--	--	60 and more	NP	ند
No grade-Fail	راسب دون درجة	--	--	Less than 60	NF	هد
Withdrawn	منسحب بعذر	--	--	--	W	ع

### SUPPLEMENT (B)

An example of calculating the semester and accumulative average

#### First semester:

Points		Grade Value		Grade	Mark	Credit Hours	Course
7.00	9.00	3.50	4.50	B+	85	2	Islam 301
6.00	9.00	2.00	3.00	C	70	3	Chem 324
11.25	14.25	3.75	4.75	A	92	3	Math 235
12.00	16.00	3.00	4.00	B	80	4	phys 101
36.25	48.25					12	

$$\text{1st semester average} = \frac{\text{The total points (48, 25)}}{\text{Total hours (12)}} = 4.02 \text{ or } \frac{\text{The total points (36,25)}}{\text{Total hours (12)}} = 3.02$$

#### second semester:

Points		Grade Value		Grade	Mark	Credit Hours	Course
8	10	4.00	5.00	A+	96	2	Islam 104
9	12	3.00	4.00	B	83	3	Chem 327
8	12	2.00	3.00	C	71	3	Math 314
9	12	3.00	4.00	B	81	4	phys 326
34	46					12	sum

$$\text{2nd semester average} = \frac{(46)}{(12)} = 3.83 \text{ or } \frac{(36,25)}{(12)} = 3.02$$

$$\text{Accumulative average} = \frac{\text{The total points (48, 25+46)}}{\text{Total hours (12+12)}} = 3,93 \text{ or } \frac{\text{The total points (36,25+34)}}{\text{Total hours (12+12)}} = 2,92$$

## Disciplinary Regulation of Students at King Faisal University

### Article 1:

All university students are subject to the disciplinary system in accordance with articles (2-9) of this Regulation.

### Article 2:

Any breach of the rules and regulations and traditions of university will be considered as a disciplinary offense, and in particular:

A - works against the system of the university or university facilities, as well as incitement to refrain mastermind or not to attend lectures and exercises, tutorials and other regulations which require the attendance.

B - any say or work or act affects the honor and dignity or affects the good conduct, behavior and values within or outside the university.

C - cheating in the exam or attempted to.

D - breach of the exam system.

E -organizing assemblies inside the university or issuing or distributing bulletins or collect money or signatures before obtaining the permissions from the concerned agencies.

F- damage or attempt to destruction of facilities or equipment for the university.

G - deliberate abuse for the university facilities and their accessories, and houses prepared for residence and their contents.

### Article 3:

A student who commits the breach stipulated in the item (c) of Article (2) and adjust in the act of cheating, the observer of the exam may get him out of the examination hall. Then, he should write a report clarifying the details of what happened and submit it with the documents to the Dean of the collage, who is raising the report and documents to the president of the University or his authorized representative to refer the student to the Disciplinary Committee to decide the appropriate punishment, while who commits the breach set forth in item (d) of Article (2) the



dean of college or his authorized representative estimate of the situation as directed by the student from the exam room or permitting him to continue in the performance of the exam, as appropriate, and the dean should raise a report to the Vice President or his authorized representative - to take action.

If the student departed the exam room, the exam will be canceled in the material that was tested in and will be given (the grade failed) and this will not cancel the exam of the student in other material only upon the decision of the Disciplinary Committee based on the report of the dean, and the result of the student in these subjects should not be announced until a decision of the Disciplinary Committee.

#### **Article 4:**

Disciplinary sanctions are:

A – the written alertness .

B – the warning.

C - the deprivation of the enjoyment of some or all of the advantages of university students.

D - canceling of the student examination in one course or more and giving him the (failed) grade.

E - depriving the student of the examination in one course or more and give him the (failed) grade.

F- dismissing the student from the university for a semester or more.

G - the final dismissal from the university.

The decisions related the disciplinary sanctions are to be preserved in the student's file, and as a result of the student final dismissal from the university, he is not to allowed to re-register, and the decision the disciplinary sanction may be declared inside the university, also the guardian of the student may be notified.

#### **Article 5:**

The authorities concerned to impose the disciplinary sanctions are:

A – the concerned dean: he can impose the sanctions (a, b) shown in Article (4) upon the proposal of concerned people and that is due to the actions of the students during lectures or tutorials or otherwise.

B - university president: he can impose penalties (a, b, c) shown in Article (4) after consulting the concerned dean and, if necessary, the university president may refer the student to the Disciplinary Committee that prevents him from entering the university and its facilities to the day appointed for his appearance in front of the Committee.

C - the Disciplinary Committee: it can impose the sanctions mentioned in Article (4), taking into account that the imposing of any of the sanctions specified in this Article shall not only be done, just after conducting the required investigation.

**Article 6:**

Disciplinary Committee consist of the Presidency of the concerned Vice President and the membership of the Dean of the concerned College, the Dean of Admissions and Registration and of the Dean of Students Affairs, and the Secretariat of one of the legal advisers in the university, and in the case of the difficulty of gathering the Committee as mentioned previously, it is to be gathered by the decision of the university president.

**Article 7:**

the student should be informed by the Disciplinary Committee to appear before the date specified by the president of the Disciplinary Committee either by a letter to his address indicated in his file or a speech delivered to him personally.

**Article 8:**

Resolutions issued by the concerned authorities to impose the disciplinary sanctions in accordance with Article (5) should be final and reported to the student or his guardian through a written letter or delivered to him personally. Without violating the provisions of Article (3) The student may appeal to the University Council from the decision of one of the sanctions set forth in items (d, e, f, g) of Article (4) and the appeal should be by an application submitted by the student to the president of the university, within fifteen days from the date of notifying the student by the decision. And the student may not apologize that he does not know the regulations and systems of the university and its instructions.

**Article 9:**

The University Council has the right to interpret these regulations.



## STUDENT SERVICES COMMITTEE

By the powers conferred to the Dean of the College of Clinical Pharmacy by the administrative decision No. 390/1/17/A dated 20/6/1427 Hijri, and according to the vision and mission of the College and its role in the preparation of a highly efficient clinical pharmacist and the College's interest in integration of the students personality aspects as well as their academic achievement, it was decided that:

### Students Services Committee

**Purpose:** The purpose of the committee is to design and implement a holistic and integrated plan for students' development beyond the classroom to provide them assistance in their personal development, and support and guide them to utilize available KFU facilities. The committee will be responsible for organization and smooth working of all students committees for various academic and co-academic activities, to promote leadership among students. The committee will work closely with Deanship of students' affairs and committee of Activities/Academic affairs of COCP.

### Roles and Responsibilities

- Help the student to maintain positive balance between academic achievement and extracurricular activities
- Organize students orientation sessions for prep and first year students, in collaboration with committee of academic Affairs
- Assist the students in overcoming the difficulties, they face during transition from secondary school culture to University life, and provide psychological support, if needed
- Assist and guide the students for utilization of health and residential facilities, as and when required.
- Assist the students for release of their scholarships through collaboration with Deanship of Students Affairs
- Develop hobbies and skills of students with active involvement of the students and optimal use of their time.
- Organize all activities (mentioned below) through active participation of students/student committees to promote leadership.
- Monitor the organization and development of students' committees, shadowing the faculty committees, according to KFU rules, regulations and policies
- Organize educational tours for students and ensure students participation.
- Motivate and facilitate the students to participate in collaborative team activities organized by KFU, like Health Club.
- Motivate and guide the students to secure membership of national and international professional organizations, like Saudi Pharmaceutical Society, Pharmacy Club, American College of Clinical Pharmacy
- Develop a clear schedule for all students' extracurricular activities, well in time and advertise accordingly

- Maintain record of all upcoming social and cultural events, in the Kingdom and outside the Kingdom, ensure students' participate, and manage necessary correspondence with the organizers and the Deanship of Student Affairs.
- Develop and implement fair, transparent and uniform policy regarding selection of students for participation of all activities and events, inside and outside the university
- Encourage students for sharing research activities of the COCP
- Arrange, organize and ensure participation of students' representatives in all cultural, social, recreational, community service and scientific activities such as symposia, scientific trips and conferences inside and outside the Kingdom of Saudi Arabia.
- Provide psychological support for those students referred by academic advisors.
- Encourage students to share their academic and co-academic experiences with the community by publishing in KFU magazine
- Examine and recommend reward for students for their contribution in COCP administration and activities

#### **Main Activities to be organized/carried out:**

- Sports activities:
- Organizing class-wise teams and interclass matches
- Organize college teams and manage participation in all University games organized by the deanship of student affair and arrange representation of the college in University teams of:
  - Collective Games: like football, volleyball, basketball and handball
  - Single-Games: like swimming, athletics, table tennis, Lawn tennis and billiards
  - Competitions for Recitation from Quran, Speech competitions, Article writing competitions
- Arts activities: Drawing, Photo, Singing, poetry competitions

#### **Events to be organized**

- Welcome party for new students/White coat ceremony
- School and community visits
- Community camps/activities for awareness of Health issues, medication-use issues
- Any other National Day or Day on health issues, like Stop Smoking Day, Diabetes Day etc.

#### **Objectives of the Student Committee**

Student Committee aims to:

1. Representation of students at all levels.
2. Participation in decision-making within the college.
3. Help students acquire leadership skills.
4. Personal development aspects of the student in addition to academic achievement.
5. Strengthening the relationship and cooperation between students and the College staff members, technicians and administrators.
6. Positive and effective participation of College students in the various committees of the college, especially committees of student activities and academic affairs.

7. Strengthening the special value of this committee by encouraging students to participate in various activities at the College and University.
8. Provide opportunities for students to further learning and professional development in the field of academic science, in addition to participating in research projects at the College.

#### **Tasks of the main committee**

1. Coordination between the college and the Dean of Student Affairs in all activities and competitions organized by the Dean, including cultural activities, sports, social, informational, technical and health club, as well as nominating students in competitions and activities.
2. Coordination between the students and the College administration concerning academic affairs, organization of the Dean's regular meetings with the students, and arrangements of the events of first-year students welcoming and guidance day.
3. Development of interest in research among students by motivating them to participate in scientific research.
4. Organization of programs, events and campaigns to provide community service programs such as mutual visits with high schools to give lectures in the field of education, health care and the revival of international days for various diseases predefined by the World Health Organization.
5. Coordination between the College and University media group, University press, "Eshraka" journal of the University, and University public relations, in order to cover the publication of all College activities, and following up the College's bulletin boards (wall board as well as electronic one) as well as the College website and forum.
6. Dissemination of quality and accreditation concepts among students, in addition to distributing questionnaires from inside and outside the College to the students.

#### **Duties of the sub-committees**

##### **First: Committee of academic activities**

1. Organization of the events of first-year students welcoming and guidance day.
2. Discussing the curriculum schedules and timetables as well as dates of mid-semester and final tests with students of different academic years.
3. Organization of periodic meetings between the College's Dean and vice-dean with the students.
4. Presenting academic problems to the College administration managers and contributing with suggestions to the solving them.
5. Providing reference text books in the college or suggesting their names, which would benefit students during their study and beyond.

##### **Second: Committee of cultural activities**

1. Organization of a number of public lectures, seminars and open meetings, as well as participating in student clubs, cultural competitions, University theater and cultural festivals.
2. Creation of College wall magazine, minimally bi-yearly.
3. Organization of cultural events.
4. Nomination of students to represent the College at conferences and seminars.
5. Presenting suggestions to establish a student study groups.
6. Cooperation with the community partnership in the organization of awareness campaigns.



**Third: Committee of scientific research and publications**

The Committee of scientific research and publishing contributes to improving the research aspects of the students by stimulating and encouraging them to:

1. Conduct research projects with faculty staff members.
2. Perform research surveys on various diseases present in different areas of the Kingdom.
3. Publish joint research results in scientific journals, both locally and globally.
4. Possible preparation of newsletters within the College.

**Fourth: Committee of the community partnership**

1. Organization of public service programs, trips, visits, competitions, social care, research, field studies and social community education
2. The organization of programs, events and campaigns to provide community service programs, as mutual visits with high schools providing awareness lectures in the field of healthcare.
3. Clarification of the role of clinical pharmacist in the community through meetings and University forums, providing a brief idea promoting the social role of a clinical pharmacist in the community.
4. Moreover, the Committee will organize the working groups contributing in the coordination of international days such as the annual world day of diabetes, hypertension, AIDS, smoking ... etc
5. Organization of thematic week activities and events, as:
  - Reading week.
  - Clinical services week.
  - Community service week, including preparation of medical convoys and awareness campaigns for different regions in collaboration with the Faculty of Medicine and various pharmaceutical companies.

Each week also includes seminars for University employees and students, as well as a speech of the spokesman of student Committee of the College. This would help the Committee in participating in various activities within and outside the university, which strengthens the role of the University in the development and community partnership.

**Fifth: Committee of artistic activities**

1. Exhibitions of various art forms.
2. The Committee shall organize student activities and the implementation of the following functionalities:
  - Drawing Competition.
  - Cartoon contest.
  - competition of hand-made.
  - Competition of designs and Arabic calligraphy.
  - Photography competition.
  - Competition of University plays.
  - Traditional occupations fairs
3. Production documentary, scientific and cultural awareness films.

**Sixth: Committee of sport activities:**

This student committee will organize, implement and supervise the nomination and sports activities, as follows:

1. Nomination of some students to participate in the annual Colleges league of different sports.
2. Nomination of certain students to participate in the university student sport competitions (athletics, swimming, table tennis, billiards)
3. Organization of the yearly football league of different collage academic years.

#### **Seventh: Committee of media**

1. Issuing a monthly schedule for all activities and events that will be organized by the College or that the College will be involved in, whether inside or outside the Kingdom.
2. Announcing all College activities and documenting them through photography and video-making, and posting them on display boards and the College and University websites.
3. Coordination of the College with University Media Group, University press, "Eshraka" University journal, and university public relations, to cover and disseminate all the activities of the College.
4. Communication with all students through social networking websites, University forums and Facebook.
5. Organization of the college notice board and display screens.
6. Making a video that summarizes the College activities and displaying it within the academic year closure ceremony activities.
7. Media coverage of schedules of all the lectures and activities carried out in the College by College staff members, members from outside the College or students, and advertising them in advance in the display board.
8. Media coverage of all the trips, visits, contests and activities of the College staff members inside and outside the University.
9. 9 - Dissemination of the College activities on the College website regularly.

#### **Eighth: Committee for quality assurance and accreditation**

1. Dissimination of concepts of quality and accreditation among College students.
2. Informing the students about what is intended to be developed through questionnaires and reports.
3. Distribution of questionnaires at the intended date for each subject and not to distribute all the questionnaires at once.
4. Encouraging students to participate in workshops organization and attendance, as well as participation in conferences outside the College.
5. Adding suggestions section for the students' proposals to develop the questionnaires by suggesting changes or adding new questions.
6. Contribution in obtaining accreditation domestically and internationally through linking between the office of quality assurance and College students.

#### **Expected future vision of the Committee:**

It is hoped that the communication between the Colleges in the Arab nations can occur through students. It is also expected that student committees in this University in particular as well as in other Universities of the Kingdom in general and throughout the Arab countries can meet

and exchange ideas in joint students seminars, leading to increased coherence, cooperation and raising the spirit of teamwork locally and among the Arab nations.

### **Scientific research committee Plan**

Goals	Activities	Target groups	Success indicators
<b>Motivate students to involve in research activities</b>	Workshop on awareness about research utilities/ funding in the college	Students of College of Clinical Pharmacy	Maximum participation of students
<b>Encourage students to participate and present the research findings in scientific forums</b>	Workshop on upcoming conferences	Students of College of Clinical Pharmacy	Number of students who submit the proposals for the next science conference
<b>Introduce the Student community to Research</b>	Seminar titled “why do research –what are its benefits in a students life”	First year students	Number of students who submit the proposals for the next science conference
<b>Organize the students into directional research by Formation of student research groups</b>	Invite the students and supervisors interested in research to register themselves into research groups with similar interests	Interested Students who register from all the five years	The number of research group formed
<b>Encourage scholarly attitude in students</b>	Start a Quarterly scientific bulletin board with a student editorial committee	Interested Students who register from all the five years	The publishing bulletin board
<b>Motivate the student community towards scientific writing</b>	Seminars titled “How to write a Review article and avoid plagiarism”	Interested Students who register from all the five years.	Number of review articles submitted to journals and accepted for publication.
<b>Enrich the knowledge of research community through scholarly publications</b>	Workshop on writing and publishing research findings	Students of College of Clinical Pharmacy	

## LIST STUDENT PROJECTS DURING THE YEAR 2014-15

No	Name of the Students	Name of the supervisor	Title of the project
1	Anas Abdullah Al-Ahmed	Dr. Promise Emeka	Effect of metformin on BP, HR and ECG of rats administered with cardiotoxic agent doxorubicin
2	Anas Abdullah Al-Ahmed d	Dr. Promise Emeka	Levels of generic and branded prescribing for diabetic and hypertensive patients attending hospitals located in Al Ahsa, Daharan and Dammam,
3	Mohammad Almobark Abbas Al-osayef	Dr. Anroop B Nair	Effect of chemical skin permeation enhancers on the transdermal delivery of vildagliptin
4	Adbul Malek	Dr. Sree Harsha	Formulation of microspheres & in vitro studies for diabetes
5	Abdullah Mohammed Bujubarah Hussain Mansour Bujubarah	Dr. Venugopala K.N	Synthesis and structural elucidation of benzothiazole analogues for potential pharmacological properties
6	Ali Abdul Wahab bin Ali Hassan Muntadhar Ali Bu-Saleh bin Matouk	Dr. Anroop Nair	Formulation and evaluation of niosomal gel for iontophoretic skin delivery of doxorubicin
7	Muntadhar Ali Bu-Saleh	Dr. Amal Abu Al homos	The Direction of Pharmacist Education in Regards to Natural or Alternative Medicine
8	Sakinah Mohammed Al- Ghazal	Dr. Amal Abu Al homos	Assess Awareness of Foot Care in Diabetes Mellitus Type 2 Patients to Prevent Foot Complication and Amputation in Al-Hasa
9	Monira A Alidan Maryem El nayeem	Tamer M. Shehata, Heba S. Elsewedy	Novel formulation of curcumin as nanoemulgel for wound healing
10	Mashaeel El Dosaree Alaa El Shehree	Tamer M. Shehata, Heba S. Elsewedy	Enhancement of 2, 4-dichlorophenoxyacetic acid solubility via solid dispersion technique
11	Mohammed Alenazi,	Dr. Amal Abu Al homos	Assessment of taking patient history among health care
12	Malak AlDossary	Dr. Amal Abu Al homos	Assessment of women awareness about pain relief in labor in AlHassa city.
13	Hesham Bu-hlaigah	Dr. Amal Abu Al homos	The Effects of Nutrition and Physical Activity Education on Knowledge and Glycemic Control Among Persons with Type 2 Diabetes



## VARIOUS ACTIVITIES OF STUDENT SERVICES COMMITTEE DURING THE YEAR 1436-1437H

### 1. COCP participation in GCC Pharmacy Conference.

COCP students have participated in a scientific conference organized by Gulf Cooperation Council (GCC) for pharmacy colleges at Dubai, UAE. The conference was held during the period of 5-8/10/2015. Dr. Bandar E Al-Dhubaib and Dr. Omar Mohafez accompanied the pharmacy students. Fahad Abdullh Al-Mulhim and Abdulaziz Abdulrahman Al-Khamees won third place of best abstract award for his research work entitled "Development of Stability Indicating RP-HPLC Method for Simultaneous Determination of Ofloxacin and Cefixime Trihydrate in Bulk and Pharmaceutical Formulation". Jawaher Al-Adsani, Pharm D student



won best poster presentation award for her research work entitled "Evaluating efficacy of metformin in weight loss". KFU administration and COCP faculty members congratulated the students for their achievement.

### 2. COCP participated in Campaign "Not suitable for you" "Your health and beauty"

**The safe use of your medicine and beauty products"**

COCP participated in Campaign "Not suitable for you" which was organized by deanship of student's affair (female section). It was held on Monday 23/11/2015 for 3 consecutive days from 9am-12, at deanship of female students' affair –University. It comprises many corners dealing with negative improper behaviors that could be pursued by a number of students and awareness of the negative effects of these behaviors and encourage the qualities of good. The theme of COCP was " **No Intemperance nor Negligence**" to raise awareness of the importance of not taking too much medication especially OTC drugs and also the overuse of slimming, sedative and sleep aid drugs without doctor consultation in particular during exam time, psychological distress, as well as use of medication during pregnancy and lactation.



Student / **Doaa Riad Al-Farhan** was responsible for corner processing and content, she has also designed a very special banner for the corner. Many students have participated in the provision of awareness for the visitors who granted the usefulness of what was displayed at the corner and commended all of the submitted information. In addition, student / **Fatima Al-Sheikh Mubarak** participated in the campaign by presenting a workshop entitled "**I am myself and you are yourself**" to induce good performance in clothing, behavior and words.

### 3. COCP (female) organized workshop on "CPR" (Be a lifesaver)

Student guidance and counselling committee of COCP (female section) organized a demonstrative workshop on cardio-pulmonary rescue (CPR). The workshop was delivered by student **Fatimah Hejji Al-Turaifi** with assistance of some of her colleagues. Miss Fatima is registered as BLS provider from Saudi Heart Association. This was carried three repeated times on Wednesdays 11/11/2015 & 9/12/2015 at college auditorium. And at deanship of female students affairs on Wednesday 18/11/2015. Where attendees were registering from different colleges of KFU University. Miss Fatimah demonstrates on a doll how to perform CPR and discussed the conditions to perform also the place orientation before doing. She also highlighted the difference between adult and babies rescue. In addition, she demonstrated the rescue at choking condition for both adults and babies. Some of attendees also performed by themselves. Workshops were very beneficial for all and attendees asked to be repeated again. This comes in accordance with KFU mission in community services.



#### 4. COCP celebrated event of "Family Safeness" under the slogan (Love and tenderness breeds Safeness)

College of Clinical Pharmacy (female section) organized Family Safeness event under the slogan of the (Love and Tenderness Breeds Safeness) It was held on Tuesday, 24/11/2015 from 10:00 am-12 at the main auditorium COCP (female section). Where student Sarah Mahmoud Alsafar in cooperation with her colleague Hajar Almaziel presented lecture entitled "My serenity house". They discussed safe environment for a child practically and psychologically at home, the child's relationship with family members, providing emotional care for child at all levels and the appropriate and inappropriate methods of punishment and their effect on the child. This was followed by a word for student Haya Alsaffi "To find repose" as she highlighted in her rhetoric speech the importance of security sense and peace of mind at home and not to follow the inappropriate methods of psychological punishment. Then student Fatimah Alshiekh Mubarak delivered an interactive presentation entitled "love generates safeness" where she pointed out in her speech to the importance of disseminating Love and affection among family members and the community thus contributing to renounce violence and extremist ideas. At the end, all audience were involved in an interactive discussion on the experiences, attitudes, and advices that can aid in initiating the Family Safeness.



#### 5. COCP (female section) organized a program on " Most Important Steps for Registration" Second semester of the academic year 1436-1437H

The registration office at female sections organized a program for early registration entitled (The most important steps for registration), Based on the directives of Dr. Ferial Al-Adsani the Deputy Dean of Admissions and follow-up of Mrs. Fatima Al-Qarni the administrative and technical affairs coordinator and coordination with Dr. Nashwa Hafez the coordinator of the student services Committee at COCP.

It was held on Tuesday, 02/05/1437 H, under execution of Mrs. Amal Althabet the register of COCP where students Doaa Al-Farhan, Abrar AL-Omani, Marwa Al-Dossari offered the program for their colleagues at reception of the college.

The program included a variety of purposeful corners:

- Introducing plan of study and its importance.
- Display time plan for early registration, as well as the calendar for the second semester and the importance of student deadlines adherence.
- Provide a demonstration about registration by Banner, how to log on the site of the university, introducing the Deanship of Admission and Registration page and all what matters the student through it.
- Acquisition of some definitions in general and models that assist students during the study period and registration in particular.

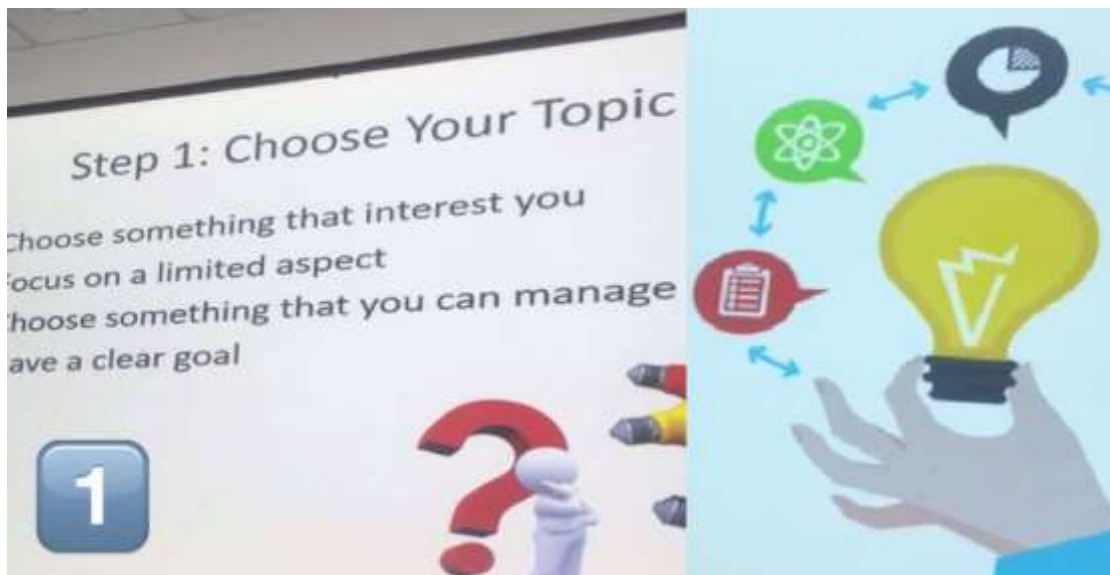
At the end of the program, questions and queries of the students have been answered.





## 6. COCP organized workshop entitled "It's time to make a change"

COCP organized workshop entitled "It's time to make a change" on Wednesday 18/11/2015 during activity time 11-12 at auditorium 2052. Where student Fatimah Alshiekh Mubarak delivered the lecture for her colleagues from different colleges. She started from how to put an idea into steps for scientific research until publication. She also discussed her experience during her own research. All attendees were motivated and involved in interactive discussion and inquires. The activity was organized and supervised by Dr. Nashwa Zaher, coordinator of student Guidance and Counselling committee at COCP.



## 7. Student services Committee organized a workshop on “Research Utilities and Support”

Student services Committee, COCP organized a workshop on “**Research Utilities and Support**” for Pharm. D students of male section, on Wednesday, January 27, 2016, in hall 1051, College of Clinical Pharmacy. The speakers were Dr. Omar Mohafez, Dr. Anroop Nair and Student Anas Al-Ahmad.

The objective of workshop was to motivate and create research culture in Pharm D students. The workshop provided an opportunity for students to understand the need of doing research in Undergraduate level and possible research prospects at the College of Pharmacy. Speakers have emphasized various funds, grants, awards and facilities offered by College of Clinical Pharmacy and King Faisal University to motivate students in research activities. Indeed, this workshop helped the audience to improve their confidence and understanding about research, which in turn reduced gap between research activities and student involvement.





## 8. COCP participation in 6<sup>th</sup> King Faisal University exhibition

College of clinical pharmacy has participated in the sixth university exhibition titled *“University and community together build up future of our generation”* which was held on 7-9/2/2016. More than 36 students (males and females) and three faculty members of student services committee have participated in the exhibition. COCP students participated in the reception of high school students and providing them with all the information on the study in the college and informed them about the requirements for enrolling in the college in addition to the career chances for Pharm.D.



### 9. COCP participated in exhibition "Your Health Concern us 2"

Under support of his excellence Dr. Ibrahim Alhaider COCP dean and his excellence Dr. Bandar Aldhubiab COCP vice dean, for community services as a mission of King Faisal University, College of Clinical Pharmacy participated in the awareness exhibition organized by Directorate of Health Affairs in Alhsa at Ibrahim Palace, to raise health awareness. That was over five days starting on Thursday 7/1/2016 under supervision of Dr. / Hani Ezzat and Dr. / Nashwa Hafez. Where COCP established a corner under the slogan "From my pharmacy start my safety," where students educate visitors about the contents of home pharmacy and how, when to use these drugs, store and get rid of them. Also the importance of counselling a pharmacist upon taking OTC medicines and reading the label of medication. The students highlighted the importance of warning parents about the easy access of children to places of medicine or opening home pharmacy. In addition, they demonstrated the correct use of some dosage forms as sprays and insulin pen. Also students establish children corner where they set up competitions and at the same time demonstrated for them the correct way of sanitizing their hands by sanitizer. All visitors have praised COCP corner its useful and very important information. Visitors actively interacted with the students and commended their performance and enthusiasm. They had recommended to increase the establishment of such voluntary service activities because of their effective impact on society.



## University Textbooks Project

KFU has established a new project to offer the academic textbooks exclusively for the students.

The project is offering the textbooks by two ways:

- 1- Selling the textbooks by a reduced price
- 2- Rent the textbooks for one semester for 15% of the reduced price.

### Procedure for renting the textbooks

- 1- Download the rental form from the project website
- 1- [http://www.kfu.edu.sa/ar/Departments/Textbooks/Pages/Procedure\\_Dis.aspx](http://www.kfu.edu.sa/ar/Departments/Textbooks/Pages/Procedure_Dis.aspx)
- 2- Fill the form according to each subject instructor.
- 3- Send the form to this mail [textbooks@kfu.edu.sa](mailto:textbooks@kfu.edu.sa)
- 4- Within few days you will get a mail from the project regarding the money you have to pay.
- 5- Go to the main library (first floor) to get your textbooks.
- 6- For female, your textbooks will be delivered at COCP you do not have to go to the library.

### Note:

For rental textbooks: if you lost or completely damaged your rented textbook you will pay the full price of the textbook. If you misuse your textbooks you will also pay a certain fine.

To rent a textbook, Kindly fill the form of the required textbooks and send it to this mail

كلية الصيدلة (textbooks@kfu.edu.sa).

[http://www.kfu.edu.sa/ar/Departments/Textbooks/Pages/Procedure\\_Dis.aspx](http://www.kfu.edu.sa/ar/Departments/Textbooks/Pages/Procedure_Dis.aspx)





### Available Text Books for Rent

No	Textbook Title
1	Pharmacy: An introduction to the profession
2	A Practical Guide to Pharmaceutical Care
3	Clinical Pharmacokinetics
4	Successful Scientific Writing: A Step-By Step
5	Principle of Instrumental Analysis
6	Understanding Normal and Clinical Nutrition
7	Aulton's Pharmaceutics
8	Rang & Dale's Pharmacology
9	Trease and Evans' Pharmacognosy
10	Textbook of Medical Physiology
11	Medicine for the outdoors: The Essential Guide
12	Lippincott's Illustrated Reviews microbiology
13	Immunology (Lipincott's)
14	Cell and Molecular Biology
15	Clinical Anatomy by Regions
16	Biochemistry (Lippincott's)
17	Pharmaceutical Care Practice
18	Pharmacotherapy Casebook: Apatient-Focused Approach
19	Users' Guide to the Medical Literature: Essentials of Evidence-Based Clinical Practice
20	Harper's Illustrated Biochemistry
21	Ijunqueira;s Basic Histology
22	Drug Information: A Guide for Pharmacist
23	Pharmacy Mangment: Essential for All
24	Understanding Pharmacoepidemiology
25	Pharmacy Student Survival Guide
26	An Introduction to Medicinal Chemistry
27	Smith and William' Introduction to the principle of Drug Design and Action
28	Pharmacoeconomics: From Theory to Practice
29	Essential of Pathophysiology for Pharmacy
30	Organic Chemistry
31	How to Run Seminars and Workshops: Presentation
32	Medicinal Nutrition and Disease
33	PHARMACEUTICAL CARE PRACTICE THE CLINICA'S GUIDE
34	USER'GUIDES TO THE MEDICAL LITERATURE :essentials of evidence-based clinical practice
35	Basic Histology: Text & Atlas (Junqueira's Basic Histology)

No	Textbook Title
36	PHARMACOTHERAPY: APATHOPHYSIOLOGIC APPROACH
37	Basic and Clinical Pharmacology
38	Organic Chemistry
39	An Introduction to Medicinal Chemistry
40	Aulton's Pharmaceutics: The Design and Manufacture of Medicines
41	Fundamentals of Analytical Chemistry
42	Fundamentals of Pharmacognosy and Phytotherapy
43	Rang & Dale's Pharmacology
44	Toxicology Handbook, 2e
45	PATIENT ASSESSMENT IN PHARMACY PRACTICE
46	Immunology (Lippincott's Illustrated Reviews Series)
47	Martin's Physical Pharmacy and Pharmaceutical Sciences
48	Guyton and Hall Textbook of Medical Physiology
49	Basic Pharmacokinetics, Second Edition
50	Pharmacy Management, Leadership, Marketing and Finance
51	Medical Terminology: An Illustrated Guide
52	HANDBOOK OF NONPRESCRIPTION DRUGS: AN INTERACTIVE APPROACH TO SELF-CARE
53	HANDBOOK OF INSTITUTIONAL PHARMACY PRACTICAL
54	clinical pharmacokinetics pocket reference
55	Lippincott's illustrated Reviews....MICROBIOLOGY
56	Foye's Principles of Medicinal Chemistry
57	BATE'S GUIDE TO PHYSICAL EXAMINATION AND HISTORY TAKING
58	Molecular Modeling
59	MCQ'S IN CLINICAL PHARMACY
60	Essentials of Pathophysiology for Pharmacy,
61	APPLIED THERAPEUTICS, THE CLINICAL USE OF DRUG
62	CASEBOOK FOR TEXTBOOK OF THERAPEUTICS

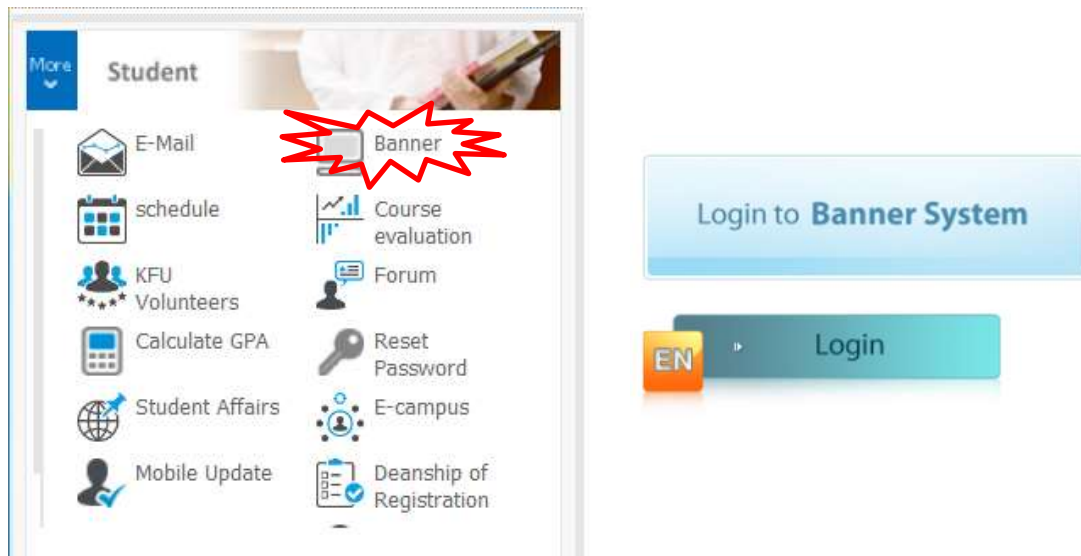




### 13. Guidelines for Registration of Courses on the Banner system

For registration of courses on the banner system, you need to keep the CRN for the courses ready, then

- ◆ Open KFU website Home page (<http://www.kfu.edu.sa/en/Pages/Home.aspx>)
- ◆ Click on Banner, It will open Login to Banner system, Click on Login



- ◆ Enter your account ID (Academic number) than your pass word then Login

لأعضاء هيئة التدريس الرجاء إدخال اسم المستخدم والرمز السري الخاص بك ثم أختار "تسجيل الدخول".  
 للطلاب الرجاء إدخال اسم المستخدم (الرقم الجامعي) و الرمز السري الخاص بك ثم أختار "تسجيل الدخول".  
 للحفاظ على السرية، الرجاء الخروج و اغلاق المتصفح الخاص بك عند الانتهاء.

: (ID(E-Mail)  
 : (Passwd(E-Mail)

?Click Here for Help with Login

RELEASE: 7.4

جميع الحقوق محفوظة لعمادة تقنية المعلومات بجامعة الملك فيصل



- ◆ At the Bottom of the page, you will find rectangular fields. Enter the CRN of the courses in your schedule.

طلاب	المستوى الثاني	جميع التخصصات	كلية الآداب
CRN	عدد الوحدات	Courses	م
28685	2	اللأوا والشعر	1
29014	2	القراءة والحداثة	2
29028	2	اللغة الإنجليزية كمنهج	3
29018	2	مبادئ الإدارة	4
29013	1	النحو النحوي (2)	5
29020	2	مهارات التعلّم والتفكير	6
29030	2	مبادئ الإسعاد	7
29023	2	مدخل إلى قصة المعلومات	8
29025	2	اللغة الإنجليزية قراءة	9
	17	مجموع الوحدات	

Bottom of the page you will find a rectangular fields  
Enter the CRN of the courses  
in your schedule

- ◆ Be careful to insert a CRN for each course in a different field in order to complete all the courses of the implementation schedule and then press submit changes.

طلاب	المستوى الثاني	جميع التخصصات	كلية الآداب
CRN	عدد الوحدات	Courses	م
28685	2	اللأوا والشعر	1
29014	2	القراءة والحداثة	2
29028	2	اللغة الإنجليزية كمنهج	3
29018	2	مبادئ الإدارة	4
29013	1	النحو النحوي (2)	5
29020	2	مهارات التعلّم والتفكير	6
29030	2	مبادئ الإسعاد	7
29023	2	مدخل إلى قصة المعلومات	8
29025	2	اللغة الإنجليزية قراءة	9
	17	مجموع الوحدات	

Be careful to insert a CRN for each course in a different field in order to complete all the courses of the implementation schedule, and then press submit changes

- ◆ The system will record these courses then you make sure of the number of hours you have recorded so that they are identical to those selected from the courses.

Student and Financial Aid Personal Information

HELP EXIT Search [ ] Go

### Add or Drop Classes

ses section. To drop a class, use the options available in the Action pull-down list

Current Schedule

Sec	Crse	Subj	CRN	Action	Status
02	102	7402	31247	None	Early Registration** on 18 Dec, 2010**
01	103	7402	31265	None	Early Registration** on 18 Dec, 2010**

4.000 :Total Credit Hours  
4.000 :Billing Hours  
23.000 :Maximum Hours  
Dec, 2010 10:29 AM 18 :Date

### Add Classes Worksheet

CRNs

[ ] [ ] [ ] [ ] [ ] [ ]

Reset Class Search Submit Changes

- ◆ To complete the registration procedure for the semester exit from the banner system by clicking on EXIT at the top of the page.

A video is available on the university website

<http://www.kfu.edu.sa/en/Deans/AdmissionRecordsDeanship/Pages/Home-new.aspx>



**TIMETABLE**1st Year, 1st Level (From 02-09-2019 to 2-1-2020) Classroom: 46 – 1052 (*Male Section*)

Day/ date	7.30-8.00	8:10- 9.00	9:10- 10:00	10:10- 11:00	11:10- 12:00	12:30- 1:20	1:30- 2:20
<b>Sunday</b>	Quiz time	Bichem-1	Bichem-1	<i>Physiology-1 (P)</i>	<i>Physiology-1(P)</i>		
<b>Monday</b>		Ph. Orientation	Ph Org Chemistry-1	Ph Org Chemistry-1(P)	Ph Org Chemistry-1 (P)	Anatomy & Histology-1 (P)	Anatomy & Histology-1
<b>Tuesday</b>		<i>Physiology-1</i>	<i>Physiology-1</i>	Activity		Anatomy & Histology-1 (P)	Anatomy & Histology-1
<b>Wednesday</b>		Ph. Orientation	Anatomy & Histology-1	Ph Org Chemistry-1	Ph Org Chemistry-1	Fund Ph. ceutics (P2)	Fund Ph. ceutics (P2)
<b>Thursday</b>		Fund Phceutics	Fund Phceutics	Fund Ph. ceutics (P1)	Fund Ph. ceutics (P1)	<i>Physiology-1 (P)</i>	<i>Physiology- 1(P)</i>

Course Title	Name of the staff	Course Title	Name of the staff
<i>Fundamentals of Pharmaceutics</i>	<i>Dr. Sree Harsha</i>	<i>Anatomy and Histology</i>	<i>Dr. Shahzad Chohan</i>
<i>Pharmacy Orientation</i>	<i>Dr. Mahesh /Dr. Tasleem</i>	<i>Pharmaceutical Organic Chem-1</i>	<i>Dr. Cristophe Tradrat</i>
<i>Physiology-1</i>	<i>Dr. Tasleem</i>	<i>Biochemistry-1</i>	<i>Dr.Munirul Islam</i>



**TIMETABLE**1st Year, 1st Level (From 02-09-2019 to 2-1-2020) Classroom: 46 - 1038 (*Female Section*)

Day/ date	7.30-8.00	8:00- 8:50	9:00- 9:50	10:00- 10:50	11:00- 11:50	12:30- 1:20	1:30- 2:20	2:30- 3:20
Sunday	Quiz time	<i>Physiology-1</i>	<i>Physiology-1</i>	Ph. Orga Chem-1	Ph. Orga Chem-1	Ph. Orga Chem-1	Anatomy & Histology-1 (P)	Anatomy & Histology-1 (P)
Monday		Biochem-1	Biochem-1	Ph Orientation		<i>Physiology-1</i> (P)	<i>Physiology-1</i> (P)	
Tuesday		Anatomy & Histology-1 (P)	Anatomy & Histology-1 (P)	Activity		<i>Physiology-1</i> (P)	<i>Physiology-1</i> (P)	
Wednesday		Fund Phceutics	Fund Phceutics	Ph Orientation	Fund Phceutics (P)		Fund Phceutics (P)	
					<i>Physiology-1</i> (P)			
Thursday		Anatomy & Histology-1	Ph. Orga Chem-1	Ph. Orga Chem-1	Anatomy & Histology-1 (P)	Anatomy & Histology-1 (P)		

Course Title	Name of the staff	Course Title	Name of the staff
<i>Fundamentals of Pharmaceutics</i>	<i>Dr.Sree Harsha/Dr. Heba</i>	<i>Anatomy and Histology-1</i>	<i>Dr. Shahzad</i>
<i>Pharmacy Orientation</i>	<i>Dr. Mahesh/Dr. Tasleem</i>	<i>Pharma Organic Chem-1</i>	<i>Dr. Cristophe Tradrat</i>
<i>Physiology-1</i>	<i>Dr.Tasleem/Dr. Wafa</i>	<i>Biochemistry-1</i>	<i>Dr. M. Islam</i>

**Academic Calendar – 2019-2020  
College of Clinical Pharmacy  
September 2019 – August 2020**

22-Aug-19	1-Sep-19	8-Sep-19	15-Sep-19	22-Sep-19	29-Sep-19	6-Oct-19	13-Oct-19	20-Oct-19	27-Oct-19	3-Nov-19	10-Nov-19	17-Nov-17	24-Nov-19	1-Dec-19	8-Dec-19	15-Dec-19	22-Dec-19	29-Dec-19	5-Jan-20	12-Jan-20	19-Jan-20	26-Jan-20	2-Feb-20	9-Feb-20	16-Feb-20	23-Feb-20	1-Mar-20	8-Mar-20	15-Mar-20	22-Mar-20	29-Mar-20	5-Apr-20	12-Apr-20	19-Apr-20	26-Apr-20	3-May-20	10-May-20	17-May-20	24-May-20	31-May-20	7-Jun-20	14-Jun-20	21-Jun-20	28-Jun-20	5-Jul-20	12-Jul-20	19-Jul-20	26-Jul-20	2-Aug-20	9-Aug-20	16-Aug-20	23-Aug-20
<b>FIRST SEMESTER</b>																			<b>SECOND SEMESTER</b>																			<b>Summer Course</b>														
Registration																			Registration																			Registration														
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**Note :**

\* All holidays are subject to changes at the discretion of the management.

\* Please refer to exam schedule for exams.

Haj Vacaion from 26 July 5th August 2020

APPROVED BY :

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**Dr.Bandar E. Aldhubaib**

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COLLEGE OF CLINICAL PHARMACY

Visit  
College website

[http://www.kfu.edu.sa/en/Colleges/Clinical\\_Pharmacy/Pages/Home.aspx](http://www.kfu.edu.sa/en/Colleges/Clinical_Pharmacy/Pages/Home.aspx)





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