Mechanism for developing or updating a postgraduate program

Important note: The steps to develop or update the program are initiated only after obtaining the initial approval of the Standing Committee for Postgraduate Studies

1 Obtaining program accreditation from the Education and Training Assessment Authority or from an international authority approved by the Authority: 1) Bachelor's program for Master's Degree approval.
2) Master's Program for PhD Approval.
- Adherence to the Saudi Standard Classification of Educational Levels and Discipline. -Adherence to Saudi Arabia's National Qualifications Framework. Aligned with job market needs in agreement with the Ministry of Human Resources and Social Development.

Develop or update study program Postgraduate (diploma, master's degree, doctorate)

3 After the topic was given to the Standing Committee for Postgraduate Studies and issued The Standing Committee's decision to approve the programme in principle begins the College Develop the programme and follow the model of the Programme Building Guide.

Note: a period of time not exceeding six terms has been set from the standing committee's decision for postgraduate studies , preliminary approval of the request to develop or update a program until its establishment.

2 The department fills the application form for develop or update the program. The form will be presented on both councils the department and the college. After the approval a letter from the college will be sent to the deanship of the postgraduate studies by the decision of both councils, and the request for preliminary approval for the development or update of the program

8 After the decision of the University Council to approve the program, the College shall be provided with an electronic copy of the program sealed from the secretariat of the University Council.

4 In the course of preparing the college for the program and accomplishing (90%) of it is done letter from the College to the Deanship of Postgraduate Studies with the approval of the Council department and College on the names of three external arbitrators with attachment CV of each arbitrator and table showing the arbitrator's name and specialization Destination for presentation to the Standing Committee on Postgraduate Studies.

Recommendation of the committee program

5 After approval of the names of the arbitrators by the Standing Committee on Postgraduate Studies, the names of Select number 2 per program and here the college can send the program Arbitrators for Arbitration.

Two CD's each containing The program in word + pdf format

Two hard copies, one of them wrapped and the other is unwrapped

or disapproval
Return to the college to complete the notes

approval

6 Following arbitration, the college will send a letter to the Deanship of Postgraduate Studies by decision. Following arbitration, the college will send a letter to the Deanship of Postgraduate Studies by decision. The department and college boards approve the program and a copy is sent from the PDF courtesy program after arbitration, with the importance of inserting a table showing complete satisfaction of arbitrators' observations and reports before and after arbitration, with reference to page numbers where the modification is to be rendered and studied by the Program Committee.

The program will be displayed to the Permanent Committee for Postgraduate Studies

7 . After the approval of the program by the Standing Committee for Postgraduate Studies and the decision to approve the Rector on the statement of the Standing Committee, a letter from the Deanship of Postgraduate Studies shall be sent to the College. Two hard copies of the program, one (laminated and the other unwrapped), and two copies (cd) containing each of them on the program in the form of word and pdf) to be sent to the Deanship of Postgraduate Studies for copying and sending to the secretariat of the Council of the University in preparation for the placement of the Board.

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approval