College of Science

Regulations for The Program and Evidence Tariff

Computer Science & Information

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Department Head Messege

All praise be to Allah. Allah's Peace and Blessings be upon Prophet Muhammad and his companions

It is an honor to write on behalf of my fellow faculty members in the Department of Computer Science and Information, Faculty of Science in Zulfi. I thank the Almighty ALLAH that made me in this place in service of the department, the college, university and the community in general to contribute to the education of our students the new sciences and technologies that will have the better impact in the advancement of this country.

The Department of Computer Science and Information has been established and began its career with the establishment of the college in 1427/1428 in a response to the people of the region in getting the science and knowledge through higher education institution in the country of the Two Holy Mosques. This will provide the country with a decent, scientifically qualified graduates to work in the field of Computer and Information armed with the latest theoretical and practical experiences to cope with life in the academic and practical sides.

The college offers the graduates of the Department of Computer Science and Information the B.SC. degree of Computer Science and information after fulfilling a study of 161 credit hours distributed between theoretical and practical lessons that qualify them for admission to the labour market or pursue graduate studies.

The department has yet, praise to Allah, graduated a number of batches of students who have excelled with their study of science in those areas of Computer Science and Information.

The department of Computer Science and Information since its establishment until now is in continuous raising of its modern and renewed academic programs. The department has developed a program and study plan and has made changes in the curriculum to ensure the fulfilment of the best international standards in line with the rapid and continuous development in the field of Computer Science and Information and their applications in an effort to meet the growing needs of Saudi society. The department was keen to attract the best scientific talents in an effort to achieve higher levels of excellence and innovation in this field.

The Department of Computer Science and Information and behind it all the academic and administrative staff in the college are committed to helping students to develop their abilities in the context of a safe educational, respectful, and cooperation environment which reflects a high degree of commitment and seriousness that will help in the rehabilitation and preparing them to meet the requirements of the modern era.

Dr. Yosry A. Azzam
Head of the department of Computer Sciece and Information

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Department Mission
Providing higher outstanding education to equip graduates with sufficient skills and knowledge to communicate and work effectively in team and to compete in the job market.

Department Vision
Building an outstanding teaching environment that empowers the graduates in professional computing and contributes in development of an informatics knowledge society.

Department Objectives
The most important objectives of the department are to produce high quality graduates having analytical and; interpersonal skills with entrepreneurial and computer-based problem-solving mindset.

The following are **the main objectives** of the department:

1. Prepare graduates, who are entering immediately into professions upon graduation, to be capable of performing duties on an entry-level computing-related position.
2. Enable graduates to pursue graduate studies to successfully complete an advanced degree.
3. Prepare graduates to work as individuals with minimum guidance and as leaders or members of a team.
4. Encourage graduates to follow appropriate practices within a professional, legal, and ethical framework.
5. Prepare graduates to recognize the need for and be capable of pursuing life-long learning.

In this sense, the Department of Computer Science and Information, Faculty of Science in Zulfi, Majmaah University seeks to provide an excellent program that cares to respond to the scientific and technical changes taking place in the world on one hand, and the requirements of the local community and the job market in this area on the other hand. It is worthless to mention the need to develop curriculum plans and department labs in line with the rapid and immense development in this field

Study approach in the department:
Student in the College of Science spends five years spread over ten semesters. The study courses include the core coursesn (the requirements of the University, requirements of the College and, the requirements of the department and specialized courses). The student must finish 161 units of study.

Entry requirements for the department:
- General assimilation of the Department
- Cumulative average of the student
- Will of the student

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Serving the environment and Society:
- Teaching Computer Science & Information in the different colleges.
- Participating in research projects for the environment and society.
- Participating in various committees within and outside the college.
- Participating in cultural and scientific activities at the college and university

Career Opportunities for Graduates:
- Working in the education in public and private sectors.
- Working as research assistant in the department or in any other Computer Science departments at the Kingdom Universities.
- Working in research centers.
- Working in the military sector.
- Working in IT as data analysts and shareholders in the preparation of strategic plans.

Educational methodology to get a Bachelor's degree
The students who study in the faculty of science spend five years spread over ten semesters which include basic courses (University requirements -Faculty requirements —the department and specialization requirements). A student must study 161 credits.

Computer Science and Information (CSI) Program
The department staff proposed a new revised curriculum which offers a B.Sc. in computer science and information (CSI) in three tracks. This new curriculum leads to a program which fosters diversification through offering a wider selection of courses that is in tune with the market requirements and provides the necessary specialization by offering a set of new concentrations (tracks).We believe this will render our graduates more marketable. The proposed program satisfies and fulfills the IEEE/ACM Computing Curricula guidelines for computer science curriculum and meets the Computing Accreditation Criteria (CAC). Moreover, it takes into account the community needs and the labor market in KSA.

Students of the CSI program have 12 hours of department elective courses. The following set of concentration tracks within the Bachelor of Science major in Computer Science and Information is offered which allows three tracks for students to choose from:

Track I-Computer Graphics and Multimedia: In this track the students will be allowed to choose four courses from the following five courses which may lead them to work in the field of Computer Graphics & Multimedia:

1. **Computer Vision**
2. **Interactive Computer Graphics**
3. **Digital Photography**
4. **Digital Image Processing**
5. **Multimedia Technology**

Track II-Computer Networks: In this track the students will be allowed to choose four courses from the following five courses which may lead them to work in the field of computer networks:
1. **Advanced Computer Networks**
2. **Network Security**
3. **Wireless & Mobile Computing**

4. **Network Programming**
5. **Cloud Computing**

Track III-Individual Track: It is a general elective courses track that allow students to choose any four courses either from of the last two tracks or from the following courses:

1. **Computer Vision**
2. **Interactive Computer Graphics**
3. **Digital Photography**
4. **Digital Image Processing**
5. **Multimedia Technology**
6. **Advanced Computer Networks**
7. **Network Security**
8. **Wireless & Mobile Computing**
9. **Network Programming**
10. **Cloud Computing**
11. **Machine Learning**
12. **Introduction to Robotics**
13. **Expert Systems**
14. **Computational Methods**
15. **Operational Research**
16. **Information System Management**
17. **Information Security**
18. **Project Management**
19. **Geographic Information System (GIS)**

The concentrations are structured in a manner that meets the following general objectives. In the first six semesters, all B.Sc.-CSI students will experience a streamlined introduction to Computer Science &Information with an emphasis on conceptual, theoretical, and programming aspects. The intent of this common foundations to provide a solid basis for all CSI majors and the ultimate pursuit of the specialty majors. The mathematical and science requirements are kept consistent with what is expected for computer science and information majors.

Students have the opportunity to start focusing on a specific concentration of their choice after their 6th semester. During the third and fourth years, the program is structured to emphasize the choice and exploration of a concentration in depth.

CSI Program Learning Outcomes

The CSI program enables students to acquire, by the time of graduation, the following learning outcomes which allows graduates to be able to:

- apply knowledge of computing and mathematics appropriate to the discipline including simulation and modeling.
- analyze a problem to identify and define the computing requirements appropriate to its solution.
- design, implement, develop and evaluate complicated computer-based system, process, component, or program to meet desired needs.
- function effectively on teams to accomplish a common goal.
- understand professional, ethical, legal, security and social issues and responsibilities.
- communicate effectively with a range of audiences.
- analyze the local and global impact of computing on individuals, organizations, and society.
- Recognize the need for and an ability to engage in continuing professional development.
- use current techniques, skills, and tools necessary for computing practice.
- use and apply current technical concepts and practices in the core information technologies of human computer interaction, information management, programming, networking, web systems and technologies.
- identify and analyze user needs and take them into account in the selection, creation, evaluation and administration of computer-based systems.
- effectively integrate IT-based solutions into the user environment.
- understand of best practices and standards and their application.

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Curriculum for the Computer Science& Information Program (CSI)

The Bachelor Degree of Science in Computer Science and Information is awarded at the College of Science in Zolfi, Majmaah University after the successful completion of 161 credit hours and after fulfilling the terms and conditions for awarding the bachelor degree at the faculty of Science. These 161 credits are distributed as follows:-

Requirements	Mandatory	Elective	Total
University Requirements	2	10	12
College Core Requirements	29	0	29
Mathematics and Sciences Requirements	23+9 (from college core Req.)	0	23
Department Core Requirements	81	12	93
Summer Training Requirements	1	0	1
Free Elective Course	0	3	3
Total	**136**	**25**	**161**

1. Foundation Year Core Requirements (College core Requirements) (29 Credits):

Course Number	Course Title	Credit Hours	Lecture	Lab	EX	Prerequisite
PENG 111	Preparatory English (1)	8	20	0	0	-
PMTH 112	Introduction to Mathematics (1)	2	2	0	1	-
PCOM 113	Computer Skills	2	1	2	0	-
PSSC 114	Learning and Communication Skills	2	1	2	0	-
PENG 121	Preparatory English (2)	6	14	0	0	PENG 111
PENG 123	English for Science and Engineering	2	2	0	0	PENG 111
PMTH 127	Introduction to Mathematics (2)	4	4	0	1	PMTH 112
PPHS 128	General Physics	3	2	2	0	-
	Total	**29**	**48**	**2**	**0**	

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Course Number	Course Title	Credit Hours	Weekly Hours		Elections	Total Credits
			Lecture	Lab		
ZPSY 211	Educational & Thinking Skills	2	2	**0**	**Mandatory**	2
SALM 101	Introduction to Islamic Culture	2	2	0	**Students choose 3 courses**	6
SALM 102	Islam and Society Building	2	2	0		
SALM 103	Economic System in Islam	2	2	0		
SALM 104	Fundamentals of Political System in Islam	2	2	0		
ARAB 101	Arabic Language Skills	2	2	0	**Students choose 1 course**	2
ARAB 103	Arabic Writing	2	2	0		
ELEC 101	Principles of Health and Fitness	2	2	0	**Students choose 1 course**	2
ELEC102	Business Entrepreneurship	2	2	0		
SOCI 101	Societal Issues	2	2	0		
LHR 101	Human Rights Systems	2	2	0		
FCH 101	Family and Childhood	2	2	0		
VOW 101	Volunteering Systems	2	2	0		
				Total		12

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3. Mathematics and Sciences Requirements (31 Credits):

Course Number	Course Title	Credit Hours	Weekly Hours			Prerequisite
			Lec.	Lab.	EX.	
PMTH 112	Introduction to Mathematics (1)	2	2	0	1	
PMTH 127	Introduction to Mathematics (2)	4	4	0	1	PMATH 112
PPHS 128	General Physics	3	2	2	0	
PHYS 217	Physics 2	3	2	2	0	PPHS 128
CHEM 226	General Chemistry	2	2	0	0	-
MATH 212	Calculus I	3	3	0	1	PMTH 127
MATH 220	Calculus II	3	3	0	1	MATH 212
MATH 310	Linear Algebra & Differential Equations	4	3	0	2	MATH 220
Stat 320	Probability & Statistics	3	3	0	1	MATH 220
CSI 212	Discrete Math for Computer Science 1	3	2	0	2	PMTH 127
CSI 222	Discrete Math for Computer Science 2	2	2	0	0	CSI 212
	Total	**32**	**28**	**4**	**8**	

4.Department Requirements (93 Credits):

4-a) Mandatory Department Courses (81 CHs):

Course Number	Course Title	Credits Hours	Weekly Hours			Prerequisite
			Lec	Lab	Ex	
ENG 210	Technical English	2	2	0	0	PENG 121
CSI 211	Programming 1	3	2	2	0	PCOM 113
CSI 221	Programming 2	3	2	2	0	CSI 211
CSI 223	Digital Logic Design	3	2	2	0	PHYS 217
CSI 224	Fundamentals of Information Systems	3	3	0	0	---
CSI 311	Visual Programming	3	2	2	0	CSI 221
CSI 312	Data Structure	3	2	2	0	CSI 221, CSI 212
CSI 313	Computer Organization and Assembly Language	3	2	2	0	CSI 223
CSI 314	Database	3	2	2	0	CSI 211
CSI 321	Design & Analysis of Algorithms	3	2	0	2	CSI 312
CSI 322	Computer Networks	3	2	2	0	CSI 313
CSI 323	Computer Architecture	3	3	1	0	CSI 313
CSI 324	Advanced Database	3	1	4	0	CSI 314
CSI 325	Software Engineering 1	3	2	2	0	CSI 221
CSI 411	Artificial Intelligence	3	2	2	0	CSI 321
CSI 412	Operating Systems	3	2	2	0	CSI 313
CSI 413	Compiler Design	3	2	2	0	CSI 221, CSI 222
CSI 421	Distributed Systems & Parallel Processing	3	2	2	0	CSI 321
CSI 422	Software Engineering 2	3	2	2	0	CSI 325
CSI423	Cryptography and Information Security	3	3	1	0	CSI 321
CSI 425	Computer Graphics	3	2	2	0	Math 310
CSI 510	Graduation Project 1	2	2	0	0	120 Cr. Hrs
CSI 511	Web Programming & Internet Technology	3	2	2	0	CSI 322
CSI 512	Data Mining	3	2	2	0	CSI 314
CSI 513	Concepts of Programming Languages.	3	2	2	0	CSI 222
CSI 520	Graduation Project 2	3	3	0	0	CSI 510
CSI 522	Human Computer Interaction	3	2	2	0	CSI 511
CSI 525	Professional Ethics	2	2	0	0	CSI 422
	Total	**81**	**59**	**44**	**2**	

4-b) Department Elective Courses (12 Credit Hrs):

- Student must select 4 courses from either of the next three tracks:-

Track I: Computer Graphics and Multimedia

Course Number	Course Title	Credits Hours	Weekly Hours		Prerequisite
			Lecture	Lab	
CSI 414	Digital Image Processing	3	2	2	MATH 310
CSI 424	Computer Vision	3	2	2	CSI 414
CSI 514	Interactive Computer Graphics	3	2	2	CSI 425
CSI 521	Multimedia Technology	3	2	2	CSI 425
CSI 530	Digital Photography	3	2	2	MATH 220

Track II: Computer Networks

Course Number	Course Title	Credits Hours	Weekly Hours		Prerequisite
			Lecture	Lab	
CSI 431	Advanced Computer Networks	3	2	2	CSI 322
CSI 432	Network Security	3	2	2	CSI 431
CSI 531	Wireless & Mobile Computing	3	2	2	CSI 322
CSI 532	Network Programming	3	2	2	CSI 431
CSI 533	Cloud Computing	3	2	2	CSI 322 , CSI 321

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Track III: Individual Track: Student should select his courses from the above two tracks or from the following table

Course Number	Course Title	Credits Hours	Weekly Hours		Prerequisite
			Lecture	Lab	
CSI 441	Machine Learning	3	2	2	CSI 411
CSI 442	Introduction to Robotics	3	2	2	CSI 411
CSI 443	Expert Systems	3	2	2	CSI 411
CSI 444	Computational Methods	3	2	2	Math 310
CSI 445	Operational Research	3	2	2	STAT 320, MATH 310
CSI 446	Information System Management	3	2	2	CSI 314
CSI 447	Information Security	3	2	2	CSI 423
CSI 448	Project Management	3	2	2	CSI 422
CSI 449	Geographic Information Systems (GIS)	3	2	2	CSI 324

Definitions:

Academic Year:

Two regular semesters and a summer session, if any

Academic Semester:

A period of no less than fifteen (15) weeks of instruction, not including the registration and final examination periods

Summer Session:

A period not exceeding eight (8) weeks of instruction, not including the registration and final examination periods. The weekly duration of each course in a summer session is twice its duration during the regular academic semester.

Academic Level:

Indicates the level of study. The levels required for graduation are eight (8) or more, in accordance with the specifications of each approved degree program.

Course:

A subject of study within a certain academic level of the approved degree plan in each major. Each course has a number, code, title, and detailed description of its contents to distinguish it from other courses. A portfolio on each course is kept in its corresponding department for follow-up, evaluation, and updates. Some courses may have prerequisite or co requisite requirement(s).

Credit Hour:

Each of the weekly lectures, with a duration not less than fifty (50) minutes or a laboratory session or field study of not less than 100 minutes' duration.

Academic Probation:

A notification given to a student with a cumulative GPA below the minimum acceptable limit as explained in these regulations.

Class Work Score:

The score which reflects the student's standing during a semester according to his/her performance in examinations, research, and other activities related to a particular course.

Final Examination:

An examination in course materials, given once at the end of every semester.

Final Examination Score:

The score attained by a student in the final examination for each course.

Final Score:

The total sum of the class work score plus the final examination score for each course out of a total grade of 100.

Course Grade:

A percentage, or alphabetical letter, assigned indicating the final grade received in a course.

Incomplete Grade:

A provisional grade assigned to each course in which a student fails to complete the requirements by the required date. This is indicated in the academic record by the letter grade (IC).

In-Progress Grade:

A provisional grade assigned to each course which requires more than one semester to complete. This is indicated in the academic record by the letter grade (IP).

Semester GPA:

The total quality points a student has earned, divided by the credit hours assigned for all courses taken in a given semester. Total quality points are calculated by multiplying the credit hours by the grade point in each course.

Cumulative GPA:

The total quality points a student has earned in all courses taken since enrolling at the University, divided by the total number of credit hours assigned for these courses (see Appendix B).

Graduation Ranking:

The assessment of a student's scholastic achievement during his/her study at the University.

Minimum Course load:

The minimum number of credit hours a student can register determined by his/her academic status, and in accordance with the University Council decisions.

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Absences and Warnings:

1. Absences are counted from the first day of the semester. The student must regularly attend all lectures and practical lessons. The student will not be allowed to continue the course or participate in the final examinations if his percentage of attendance is less than (75%) of the lectures and practical lessons allotted for the course. The student who is deprived of attending the final examination will fail that course.

2. College council must approve lists of deprived students

3. College which offers the course or its behalf may allow a deprived student to enter the final examination if they submit a valid excuse provided that the missed classes are not 50% or more of class time.

4. Lists of deprived students are to be announced before final examinations.

5. Students whose excuses are valid take the final examinations with their peer students. College council has the right to make exceptions to this.

6. The student will receive an academic warning if his accumulative average doesn't go beyond (2.00) and he will be expelled if he receives three consecutive warnings.

7. A student who is absent for a final examination, will be given a zero grade for that examination. His/Her grade in the course will be calculated on the basis of the class work score he/she obtained over the semester.

Leave of Absence:

Students are allowed to be excused from the semester for a period not exceeding five weeks or eight weeks (for students in the academic year system) prior to the beginning of the final examination if he submits an excuse acceptable to the college council.

The student must complete all the appropriate procedures and submit the form to the Department of Documentation in the Deanship before the deadline.

The Deanship requires the consent of the female student's guardian when she applies to be excused. The duration of absence is counted within the duration required for fulfilling the requirements of graduation.

The student must obtain the approval of his employer if he works or has a scholarship when applying for a leave of absence. A visiting student will not be approved for leave of absence during the semester if he studies outside the university.

Study Postponement and Suspension:

The student is allowed to apply for postponement before the end of the first week of the semester, if he presents an excuse acceptable by the dean, and the postponement duration must not exceed two consecutive semesters or a maximum of three in consecutive semesters.

The students applying for postponement during the academic year are not allowed to postpone two consecutive years or more than a maximum of two in consecutive years throughout the duration of study, otherwise, the student's file will be cancelled and he will be terminated from the University.

The postponement is not calculated within duration necessary for fulfilling the requirements of graduation.

Expulsion from University:

The student shall be discharged from university in the following cases:

1. If the student receives a maximum of thee academic warnings due to his low accumulative average (less than 2). The student may have a fourth chance to increase his accumulative average assuming that he will obtain 48 points by studying 12 units. This process is automatically calculated.

2. If the student does not finish the university requirements within a maximum of half the duration allotted for his graduation. In addition to the program duration, the college council may give the student an additional chance to finish the university requirements within a maximum of double the duration allotted for graduation, based upon specific conditions.

Visiting students:

A "visiting student" is a student who studies courses at another university or in any branch of the University to which he/she belongs without transferring. These courses are considered equivalent to those offered at the University, according to the following rules:

1. The student must obtain the approval of his/her college before he/she begins his/her studies.

2. His/Her studies should be at a recognized college or university.

3. The course the student takes outside his/her college should be equivalent, in terms of content, to a course required for graduation.

4. If the visiting student is studying in one of the branches of the University to which he/she belongs, the rules under Article 47 apply.

5. The University Council determines the maximum credit hours to be allocated to a visiting student from outside the University.

6. The course grades credited to the visiting student will be recorded in his/her academic record, but not included in the calculation of his/her cumulative GPA.

7. Any other conditions required by the University Council should be satisfied.

Transfer:

❖ **Transfer from One University to Another:**

The transfer of a student from outside the university may be accepted under the following conditions:

1. Acceptance of both deans of the two designated colleges in both universities

2. The student should have studied at a recognized college or university for at least one semester.

3. The student must not have been dismissed from that university for disciplinary reasons.

4. The student must satisfy the transfer conditions, as determined by the receiving college council.

5. The course load to be taken at Majmaah University should not be less than 60% of the required course to earn a BA from Majmaah University.

6. Students may transfer from one university to another in Saudi Arabia for one time only.

7. The duration of stay at the first university and the remaining duration for graduation from Majmaah University should not exceed the average of the maximum and minimum limits for completing his/her degree program.

8. Transfer procedures must finish two weeks before the commencement of the semester or the academic year for colleges that follow the year system

9. For students who do not satisfy the above conditions, the university rector in extreme cases may make exceptions based on the recommendations of the Committee for student academic problems. Exceptions may not contradict what article 42 reads.

❖ **Transfer from One College to Another within the University:**

1. A student may transfer from one college to another after obtaining a recommendation from the designated deans and the acceptance of the Committee for student academic problems. Transfer must be in accordance with any conditions set fourth by the college to which the student will transfer.

2. The student remaining duration for graduation is enough to finish all graduation requirements of the new degree

3. All transfer procedures must be finished within the first week of the semester or the year for the colleges that follow the year system

4. A student may not be allowed to transfer except after studying for one semester

5. A student may transfer for one time only during his study at the university

6. For students who do not satisfy the above conditions, the university rector in extreme cases may make exceptions based on the recommendations of the Committee for student academic problems. Exceptions may not contradict what article 46 reads.

❖ **Transfer from one course of study to another within the College:**

Upon the approval of the dean of the college, the student is allowed to transfer from one course of study to another in accordance with the conditions set by the college council.

All courses previously taken by the student, along with the scores, accumulative and semester averages are all fixed in the academic record of the student during his university study.

Withdrawal from University:

The student can completely withdraw from the university if he finishes the clearance procedures, returns the student I.D. card and brings his identity documents to restore his file.

If the student is willing to re-register in the university after withdrawal, he will undergo the regulations of suspension.

When a student withdraws from the university, he must take the following points into consideration.

1. The period of his withdrawal from university is counted as if he was suspended from study.
2. The student who withdraws from university will not be granted a stipend until he registers in a new semester.
3. Monthly stipends are not granted during the summer semester unless the student registers in the summer semester.
4. The student must submit a letter of clearance concerning housing, library and other university facilities.

Semester Average and Accumulative Average

Semester Average:

The result of dividing the sum of points obtained by the student by the number of units representing the courses the student has studied in any semester. The points are calculated by multiplying the academic unit with the equivalent grade the student gets in each course.

Accumulative Average:

The result of dividing the sum of points obtained by the student in all the courses that he has studied by the number of units representing these courses.

Examinations and Grading:

The council of the college that teaches the course may allow the student to study the requirements of any course in the following semester on the basis of a recommendation by the instructor of the course.

The student then receives (IC) grade in his academic record and it is not calculated in his semester average nor in his accumulative average unless he fulfill the requirements of that course. If one academic semester passes without changing the (IC) grade in the student's record due to not fulfilling the course, the (IC) grade is replaced by (F) which is calculated in his semester average and in his accumulative average.

The mark of class work is calculated in these two ways:

- Oral exams, practical exams, researches, class activities or all of these choices or some of these choices in addition to at least one written exam.

- At least two written exams.

If research courses entail more than one semester, the student receives (IP) in his record.

By fulfilling the requirements of the course, the student will obtain the grade of that course. However, if the student cannot fulfill the course within the allotted time, the council of the college may approve an (IC) grade in his record.

The grades are calculated as follows:

Percentage	Grade Significance	Grade code	GPA (out of 5.0)
95 – 100	Excellent Plus	A+	5.00
90 – 94	Excellent	A	4.75
85 – 89	Very Good Plus	B+	4.50
80 – 84	Very Good	B	4.00
75 – 79	Good Plus	C+	3.50
70 – 74	Good	C	3.00
65 – 69	Pass Plus	D+	2.50
60 – 64	Pass	D	2.00
Less than 60	Fail	F	1.00

The general grade of the student when he graduates (based on his accumulative average) shall be as follows:

• Excellent: if the student's accumulative average is not less than (4.50).

- Very Good: if the student's accumulative average ranges from (3.75) to less than (4.50).

- Good: if the student's accumulative average ranges from (2.75) to less than (3.75).

- Pass: if the student's accumulative average ranges from (2.00) to less than (2.75).

The first honor rank is granted to the student who scores an accumulative average ranging from (4.75) to (5.00) at the time of graduation. The second honor rank is granted to the student who scores an accumulative average ranging from (4.25) to less than (4.75) at the time of graduation.

A Sample of Calculating the Semester Average and the Accumulative Average for the First Semester

Course	Units	Mark	Grade	Course Grade	Quality Points
ISC 301	2	85	B+	4.50	9:00
CHEM 324	3	70	C	3.00	9:00
MATH 235	3	92	A	4.75	14.25
PHY 312	4	80	B	4.00	16:00
TOTAL	**12**				**48.25**

First Semester
$$\frac{\text{Total quality points (48.25)}}{\text{Total credits (12)}} = 4.02$$

Second Semester

Course	Units	Mark	Grade	Course Grade	Quality Points
ISC 104	2	96	A+	5.00	10
CHEM 327	3	83	B	4.00	12
MATH 314	4	71	C	3.00	12
PHY 326	3	81	B	4.00	12
TOTAL	**12**				**46**

Second Semester
$$\frac{\text{Total quality points (46)}}{\text{Total credits (12)}} = 3.83$$

Cumulative
$$\frac{\text{Total quality points (48.25+46)}}{\text{Total credits (12+12))}} = 3.93$$

Graduation:

The Deanship of Admissions and Registration Affairs prepares the graduation report (i.e. memorandum) at the end of each semester and delivers it to the university council to be approved.

Students will not graduate unless they obtain the approval of the university council.

The prospective graduates must go to the Deanship of Admissions and Registration Affairs to make sure that they have fulfilled the requirements of graduation and to fill in the form related to the graduation book within the first week of the semester in which graduation is expected.

They must submit the following:

1. One photo (4x6): (for male students only).
2. One copy of Passport (page one, for those who want to write their names in English).
3. Identification card (one copy for Saudi male students) or Family notebook for Saudi female students.

The university invites you to attend the graduation ceremony. The graduate student must go to the Deanship of Admission and Registration Affairs file section and obtain a clearance letter to be signed by the respective Departments.