### Program Details

|  |  |
| --- | --- |
| Institution  |  |
| Status of institutional accreditation  | [ ]  Full [ ]  Conditional [ ]  In progress  |
| Date of institutional accreditation: | From ....................... To ......................... |
| Program Main Location (and branches, if any): |  |
| College: |  | Academic Department:  |  |
| Program name in Arabic (according to the establishment decision): |  |
| Program Name (English): |  |
| Program Level | BA, MA, PhD ... |
| Medium of instruction: | ☐ Arabic ☐ English ☐ Other ………………………(Specify) |
| Request type: | ☐ New accreditation ☐ Renewal of accreditation |
| Program accreditation date "If the accreditation request type is renewal" | From ....................... to ......................... |
| Date of establishment/Final licensing decision: |  | Date of the first cohort of graduation: |  |

### Eligibility requirements (for signing the contract):

|  |  |  |  |
| --- | --- | --- | --- |
| No | items | Availability | Notes |
| 1 | Program establishment decision (for public institutions)/Final program licensing decision (for private institutions) | [ ]  Yes [ ]  No |  |
| 2 | Accredited institution or the institution has met the eligibility requirements (review visit has been scheduled) | [ ]  Yes [ ]  No |  |
| 3 | Students graduated (One cohort at least) | [ ]  Yes [ ]  No |  |

\* Enclose a copy of the establishment decision/final license of the program.

### If the program is offered in multiple locations:

A‌. Branches Details:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Location | College  | Establishment/final licensing decision: | Date of the first cohort of graduation | Notes(For NCAAA official use)  |
| 1 | Main Campus  |  |  |  |  |
| 2 | Branch 1 |  |  |  |  |
| 3 | Branch 2 |  |  |  |  |
| 4 | Branch … |  |  |  |  |

B. Administration and organization:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Items  | Program response  | Notes |
| 1 | Is the organizational structure of the program that directs all branches identical?  | [ ]  Yes [ ]  No |  |
| 2 | Is the qualification awarded by the program in all the branches (according to the graduation certificate) identical?  | [ ]  Yes [ ]  No |  |
| 3 | Does the program apply a unified study plan in all the branches?  | [ ]  Yes [ ]  No |  |
| 4 | Does the program apply a unified program specification in all the branches?  | [ ]  Yes [ ]  No |  |
| 5 | Does the program apply unified course specifications in all the branches? | [ ]  Yes [ ]  No |  |
| 6 | Do the program branches report to different Deans? | [ ]  Yes [ ]  No |  |
| 7 | Do all branches of the program have a centralized leadership in which a single head of the department makes all the decisions?  | [ ]  Yes [ ]  No |  |
| 8 | Are teaching staff in the program in charge of teaching in other branches to ensure the quality of student experience?  | [ ]  Yes [ ]  No |  |

Contact Details:

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| E-mail: |  |
| Mobile: |  |

[ ]  The Accreditation Standards, policies and procedures of the NCAAA-ETEC were acknowledged, read, and understood.

|  |
| --- |
|  Signature of competent authority: |
| Name: | ............................................. |
| Position: | ............................................. |
| Signature: | ............................................. |

|  |
| --- |
|  For NCAAA official use:Based on the details provided above the Program: |
| [ ]  Eligible to sign the accreditation contract (number of programs….)[ ]  Illegible to sign the accreditation contract for the following reasons:  |
| Name: | ............................................. |
| Signature: | ............................................. |