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College of Pharmacy: An Overview

The College of Pharmacy was established on 01/18/1426 AH with all the components of academic structure to fulfill the demands of and to support the Saudi community and its healthcare system at international standards. The College of Pharmacy, Qassim University, aims to advance health services in the Kingdom by preparing competent pharmacists, who will be able to keep pace with the ongoing developments in the healthcare sector. The college has excellent infrastructure, facilities and learning resources necessary for practical and theoretical applications in all four departments. Moreover, the strategic locations of the University campuses benefit from the proximity of government and private hospitals, where student have a wide range of opportunities for clinical training in tertiary care centers around Buraidah city and beyond. The College of Pharmacy is one of the health science colleges within Qassim University. Despite its young age, it has rapidly advanced in quality education and professional training of our students enrolled in the PharmD program.

Values

- Professionalism
- Creativity
- Quality
- Distinction
- Transparency
- Cooperation
- Honesty
- Loyalty and Belonging

Vision

To be a nationally distinguished college in pharmacy education and research that supports local sustainable development.

Mission

To provide an advanced and accredited pharmacy education that produces professionally qualified clinical pharmacists capable of conducting cutting-edge healthcare and applied research using the latest and effective approaches through collaboration with local, national, and international healthcare, pharmaceutical, and research institutions.

Education

The College of Pharmacy follows the Team Based Learning (TBL) model for course curricula. In the TBL system, students' participates in a small team to develop problem solving acumen, self-directed learning and critical thinking. This method of education prepares students to face the real clinical problems during their professional career.

Research

The College of Pharmacy has a dedicated research center to oversee the research activities of the college. Several faculty members in the college were awarded both Deanship and KACST research projects. As part of the PharmD program, students are given small research projects to complete their dissertation requirement.

Service

The college of Pharmacy Students Club is actively involved in several programs to serve the local Saudi Community. This includes several awareness programs and camps to educate the local community about the use and misuse of drugs and about common diseases. These awareness programs and camps prepare students to learn and interact with the general public and to understand the real problems facing the local Saudi Community.

Goals and Objectives

Goal 1: To provide the basic principles and fundamentals of the profession of clinical pharmacy.

Objectives

1. To provide an understanding of the basic sciences used in clinical pharmacy
2. To enable students to apply the principles of clinical pharmacy in pharmacy practice
3. To develop students' ability to achieve and continuously update information in the field of clinical pharmacy

Goal 2: To develop essential skills such as teamwork, leadership, creative thinking, work ethics, and to provide instruction in how to responsibly and confidently make the correct decisions in the profession of clinical pharmacy.

Objectives

1. To develop skills of teamwork, leadership, creativity, and responsibility among students
2. To provide standard guidelines on pharmacy law and ethics to students

Goal 3: To build intellectual and professional confidence in students to enable them to meet the current and future challenges in the field of pharmacy.

Objectives

1. To provide adequate intellectual and professional abilities to meet the challenges of today and of the future in the field
2. To provide appropriate problem solving skills for making the right decision at the right time.

Goal 4: To provide skills in information technology and written and spoken professional communication as well as numerical skills for the field of pharmacy.

Objectives

1. To provide sufficient knowledge concerning all types and tools of communication in healthcare
2. To provide training in the use of various programs related to clinical pharmacy in the treatment of patients

Goal 5: To train in new technologies to develop the knowledge and skills necessary for a clinical pharmacist.

Objectives

1. To place proper emphasis on program courses that develop student skills in diagnosis and treatment

2. To prepare students to enable them to use current technology to meet future challenges in clinical pharmacy

Goal 6: To train students to conduct distinguished scientific research in clinical pharmacy.

Objectives

1. To provide students with knowledge and skills necessary to conduct basic and applied pharmacy research that serves the profession of pharmacy and pharmacy practice

Goal 7: To conduct community awareness programs on healthy lifestyle, use and misuse of medications.

Objectives

1. To provide students with knowledge and skills necessary to understand and meet the challenges of community service programs

Departments and Course Descriptions

Pharmacology and Toxicology

The Pharmacology and Toxicology Department works in a multidisciplinary fashion by collaborating with the specialties of Clinical Pharmacy, Physiology and Pathophysiology. The Department is also responsible for imparting both theory and practical knowledge to Pharm D students to develop their logical, intellectual and clinical skills. This department is intended to provide the highest quality education to Pharm D students to advance scientific knowledge of Pharmacology and Toxicology and to improve human health in Saudi Arabia through teaching and research in drug-related sciences.

| | | | | |
|----------------|------------------|----|----------|--------|
| PHG 333 | Toxicology | 9 | (2+0+0)2 | 324PHG |
| PHG 334 | Pharmacology-4 | 9 | (2+0+0)2 | 324PHG |
| PHG 338 | Pharmacogenomics | 9 | (2+0+0)2 | 334PHG |
| PHG 424 | Drug of Abuse | 12 | (2+0+0)2 | 103PHG |

Medicinal Chemistry and Pharmacognosy

The Medicinal Chemistry Department comprises a unique blend of disciplines from the biological, physical and computational sciences. It involves the application of both chemical and biological principles to investigate molecular structure and pharmacological activity and the development of new concepts for the design and improvement of existing drugs through molecular modifications, structure elucidations, physicochemical and molecular modeling studies on drugs, receptors and their interactions involving the drugs and bio-systems as applied to the concepts of Medicinal Chemistry. The goal of the PharmD program in Medicinal Chemistry and Pharmacognosy is to prepare well-trained, versatile and up-to-date professionals for serving the pharmacy field through roles in academia, industry, hospitals, regulatory bodies and government.

Course description

| CODE | COURSE NAME | LEVEL | HOURS | PREREQUISITE |
|---------|-------------------------------------|-------|----------|-----------------|
| PHC 103 | Organic Chemistry | 1 | (2+0+0)2 | NONE |
| PHC 122 | Pharmaceutical Organic Chemistry | 2 | (3+1+0)4 | PHC 103 |
| PHC 124 | Pharmaceutical Analytical Chemistry | 2 | (3+1+0)4 | PHC 103 |
| PHC 215 | Pharmacognosy | 3 | (2+1+0)3 | PHC 103/PHC 122 |
| PHC 225 | Medicinal Chemistry-1 | 4 | (2+1+0)3 | PHC 122/PHC 124 |
| PHC 315 | Medicinal Chemistry-2 | 5 | (2+1+0)3 | PHC 225 |
| PHC 316 | Natural Products Chemistry | 5 | (2+1+0)3 | PHC 215 |
| PHC 327 | Pharmacopeal Analysis | 6 | (3+1+0)4 | PHC 124 |
| PHC 320 | Medicinal Chemistry-3 | 6 | (2+1+0)3 | PHC 315 |
| PHC 332 | Radiopharmacy | 7 | (1+0+0)1 | PHC 320 |

Pharmaceutics

Pharmaceutics is concerned with the scientific and technological aspects of the design and manufacture of dosage forms for medicines. The undergraduate curricula emphasize an interdisciplinary approach encompassing drug design, physical pharmacy, biopharmaceutics, pharmacokinetics, different dosage forms and pharmaceutical technology processes. The Department of Pharmaceutics is committed to offer pharmaceutical curricula that cope with the rapid development in the field for undergraduate students to prepare them with various skills in the formulation, evaluation and industrialization of different pharmaceutical dosage forms, drug delivery systems and conducting high-quality research projects.

Course description

| CODE | COURSE NAME | LEVEL | HOURS | PREREQUISITE |
|----------------|------------------------------|--------------|--------------|---------------------|
| PHT 123 | Pharmaceutical Microbiology | 2 | (2+1+0)3 | 106BIOL |
| PHT 212 | Pharmaceutics-1 | 3 | (2+1+0)3 | 135MATH |
| PHT 223 | Pharmaceutics-2 | 4 | (2+1+0)3 | 212PHT- 135MATH |
| PHT 323 | Pharmaceutics-3 | 6 | (2+1+0)3 | 223PHT |
| PHT 335 | Pharmaceutical Biotechnology | 7 | (2+0+0)2 | 212PHT |
| PHT 336 | Basic Pharmacokinetics | 7 | (2+0+1)2 | 135MATH |
| PHT 337 | Dispensing of Medication | 7 | (2+1+0)3 | 323PHT |
| PHT 344 | Over the Counter Drugs | 8 | (2+0+0)2 | 335PHT |
| PHT 345 | Biopharmaceutics | 8 | (2+0+0)2 | 335PHT |

Pharmacy Practice

Pharmacy Practice Department teach courses in the field of Clinical Pharmacy and other pharmacy practice, which help students acquire the necessary skills to serve the patient's. These acquired skills are necessary for the pharmacist to be part of the medical team that are responsible for the patient's health and all matters relating to the drugs.

Course description

| CODE | COURSE NAME | LEVEL | HOURS | PREREQUISITE |
|----------------|-------------------------------------|--------------|--------------|---------------------|
| PHP 102 | Medical Terminology | 1 | (2+0+0)2 | NONE |
| PHP 120 | Introduction to Pharmacy Profession | 2 | (1+0+0)1 | NONE |
| PHP 121 | Biostatistics | 2 | (2+0+0)2 | MATH 135 |
| PHP 216 | Computer for Health Sciences | 3 | (2+0+0)2 | MATH 135 |
| PHP 217 | Pharmacy Practice | 3 | (2+0+0)2 | PHP 120 |
| PHP 310 | Pathophysiology-1 | 4 | (2+0+0)2 | PHG 222 |
| PHP 322 | Pathophysiology-2 | 6 | (2+0+0)2 | PHP 310 |
| PHP 325 | Scientific Writing & Seminar-1 | 6 | (1+0+0)1 | PHP 216 |
| PHP 330 | Pharmacotherapy-1 | 7 | (3+0+0)3 | PHP 310 |
| PHP 342 | Clinical Communication Skills | 8 | (2+0+0)2 | NONE |
| PHP 341 | Ethics in Pharmacy | 8 | (2+0+0)2 | IC 102 |
| PHP 340 | Pharmacotherapy-2 | 8 | (3+0+0)3 | PHP 330 |
| PHP 343 | Drug and Poison information | 8 | (3+0+0)3 | PHP 216 |

| | | | | |
|----------------|----------------------------------|----|----------|----------|
| | services | | | |
| PHP 346 | Patient Assessment & First Aid | 8 | (1+0+0)1 | PHG 222 |
| PHP 410 | Pharmacotherapy-3 | 9 | (3+0+1)3 | PHP 340 |
| PHP 411 | Pharmacoeconomics & Epidemiology | 9 | (3+0+0)3 | PHP 343 |
| PHP 412 | Pharmacy Management | 9 | (2+0+0)2 | PHP 341 |
| PHP 413 | Evidence Based Pharmacy | 9 | (1+1+0)2 | PHP 343 |
| PHP 414 | Psychology and Health | 9 | (2+0+0)2 | BIOL 106 |
| PHP 416 | Applied Pharmacokinetics | 9 | (2+0+1)2 | 336PHT |
| PHP 423 | Clinical Nutrition & IV. Adm | 10 | (3+1+1)4 | MATH135 |
| PHP 426 | Pharmacy Law | 10 | (1+0+0)1 | NONE |
| PHP 421 | Scientific Writing & Seminar-2 | 10 | (1+1+0)2 | PHP 325 |
| PHP 421 | Pharmacotherapy-4 | 10 | (3+0+1)3 | PHP 410 |
| PHP 425 | Graduation Project | 10 | (1+1+0)2 | 343PHP |

Program Learning Outcomes

1. Knowledge

- a. Describe the role of the pharmacist in the healthcare team, the means of promoting health, dispensing medicines; medicines management and pharmacy care.
- b. Describe the retrieval, analysis, and interpretation of the professional, lay, and scientific literature to provide drug information and counseling to patients, their families or care givers, and other involved health care providers.
- c. Recognize the main sources of drugs, ways in which drugs are purified, characterized, and analyzed; their physico-chemical properties; properties drugs display as biologically active molecules in living systems; mechanism of action, dosage, side effects, and contraindications of drugs, as well as drug interactions.
- d. Describe how medicines are developed, manufactured, brought to the market place and supplied in accordance with legal, ethical, social, economic, and professional guidelines.

2. Cognitive Skills

- a. Design, implement, monitor, evaluate and adjust pharmacy care plans that are patient specific; address health literacy, cultural diversity, and behavioral psychological issues; and are evidence based.
- b. Evaluate the quality of basic science and clinical research evidence to appropriately apply study results to practice decision.
- c. Apply research approaches and methods to managing scientific and practice related issues

3. Interpersonal Skills & Responsibility

- a. Identifying and analyzing emerging issues, products, and services that may impact patient-specific therapeutic outcomes, as well as impact management of human, physical, medical, informational, and technological resources in the provision of patient care and public health issues.
- b. Act in accordance with legal, ethical, social, economic, risk management, and professional guidelines.

4. Communication, Information Technology, Numerical

- a. Communicate effectively in oral and written form, and collaborate with patients, prescribers, other health care providers, and administrative and supportive personnel to

engender a team approach to assure efficient, cost-effective utilization of human, physical, medical, informational, and technological resources in the provision of patient care and public health issues.

- b. Perform numerical calculations and analyses relevant to Pharmacy.
- c. Communicate results of investigations and inquiries in appropriate forms for different audiences using IT and other communications technologies.

5. Psychomotor

- a. Perform effectively laboratory, technical and clinical tasks relevant to Pharmacy.

Classrooms

- Students must arrive in the classroom before the start of the class.
- Attendance should be taken once, for the whole class session, and not for every hour.
- A student will be counted as present if he/she is in class within 10 minutes of the start of class.
- Students coming more than 10 minutes late but within 15 minutes of the start of class may be allowed to attend the class without being marked present.
- Students coming more than 15 minutes after the class starting time will not be allowed to attend the class that day.
- Break time will be strictly followed and students will not be allowed to take more than the stipulated 10 minute break.
- An instructor may combine two break times of 10 minutes each for a class of 3 hours, to allow students to have one 20 minutes break.
- Students not returning to class on time or not returning at all after the break time will be marked absent for the whole class.

Examinations

Mid-Terms

- ❖ There will be two mid-terms in each semester.
- ❖ The first mid-term will be conducted during weeks 6–8 and the second mid-term will be conducted during weeks 11-13.
- ❖ The topics for the first mid-term include all those covered from week 1-5, and second mid-term includes all topics covered from week 6-10.

Finals

- ❖ Final exams will start from week 16.
- ❖ All the topics covered from the start of the semester till the end of 15th week is included in the final examination.

Practical Examination

- ❖ The practical exam is conducted in the 15th week.

Examination Rules & Regulations

- Students are required to produce a college ID during the examination. If the college ID is not available, any other government issued photo ID will be accepted. If no ID is present, then Student Affairs must be contacted to obtain approval to write the examination
- Cell phones are not allowed inside the examination hall. All cell phones must be submitted at the front desk before the start of the examination.
- No study materials are allowed inside the examination hall.
- Students should bring their own calculators.
- Students are not allowed to enter the examination room more than 30 minutes after the beginning of the exam and are not allowed to leave the examination room until 30 minutes after the start of the examination during mid-terms.

- Students are not allowed to enter the examination room more than 1 hour after the beginning of the exam and not allowed to leave the examination room until 1 hour after the start of the examination during finals.
- Students who are found cheating will be barred from three future examinations.

Marks Distribution

| Course | Mid-Term I/II | Practical | Report | Presentation | OSCE/TBL | Final | Total |
|---|----------------------|------------------|---------------|---------------------|-----------------|--------------|--------------|
| Applied Pharmacokinetics PHP 416 | 15/0 | - | - | - | 0/35 | 50 | 100 |
| Basic Pharmacokinetics PHT 336 | 20/20 | - | - | - | - | 60 | 100 |
| Biochemistry-I PHG 210 | 20/20 | - | - | - | - | 60 | 100 |

| | | | | | | | |
|--|-------|----|---|----|---|----|-----|
| Biochemistry-II PHG 220 | 15/15 | 20 | - | - | - | 50 | 100 |
| Biopharmaceutics PHT 345 | 20/20 | - | - | - | - | 60 | 100 |
| Biostatistics PHP 121 | 20/20 | - | - | - | - | 60 | 100 |
| Chemotherapy PHG 315 | 20/20 | - | - | - | - | 60 | 100 |
| Clinical Communication Skills PHP 342 | 15/15 | - | - | 10 | - | 60 | 100 |
| Clinical Nutrition & IV Admix PHP 423 | 15/15 | 20 | - | - | - | 50 | 100 |
| Computer for Health Sciences PHP 216 | 20/20 | - | - | - | - | 60 | 100 |

| | | | | | | | |
|--|-------|----|----|---|---|----|-----|
| Dispensing of Medication PHT 337 | 15/15 | 20 | - | - | - | 50 | 100 |
| Drug & Poison Information PHP 343 | 15/15 | - | 5 | 5 | - | 50 | 100 |
| Drug of Abuse PHG 424 | 20/20 | - | - | - | - | 60 | 100 |
| Ethics in Pharmacy PHP 341 | 20/20 | - | - | - | - | 60 | 100 |
| Evidence Based Pharmacy PHP 413 | 15/15 | - | 15 | 5 | - | 50 | 100 |
| General Immunology PHG 218 | 20/20 | - | - | - | - | 60 | 100 |
| Graduation Project PHP 425 | - | 20 | 20 | - | - | 60 | 100 |
| Human Anatomy 111 ANAT | 15/15 | 20 | - | - | - | 50 | 100 |

| | | | | | | | |
|---|-------|----|---|----|---|----|-----|
| Intro. Pharmacy Profession PHP 120 | 15/15 | - | - | 10 | - | 60 | 100 |
| Medical Terminology PHP 102 | 20/20 | - | - | - | - | 60 | 100 |
| Medicinal Chemistry-I PHC 225 | 15/15 | 20 | - | - | - | 50 | 100 |
| Medicinal Chemistry-II PHC 315 | 15/15 | 20 | - | - | - | 50 | 100 |
| Medicinal Chemistry-III PHC 320 | 15/15 | 20 | - | - | - | 50 | 100 |
| Molecular Pharmacology PHG 225 | 20/20 | - | - | - | - | 60 | 100 |
| Natural Products Chemistry PHC 316 | 15/15 | 20 | - | - | - | 50 | 100 |
| Organic Chemistry PHC 103 | 20/20 | - | - | - | - | 60 | 100 |

| | | | | | | | |
|---|-------|----|---|----|------|----|-----|
| Over the Counter Drugs PHT 344 | 15/15 | - | - | 10 | - | 60 | 100 |
| Patient Assessment & First Aid PHP 346 | 15/0 | - | - | 10 | 25/0 | 50 | 100 |
| Pathophysiology-I PHP 310 | 20/20 | - | - | - | - | 60 | 100 |
| Pathophysiology-II PHP 322 | 20/20 | - | - | - | - | 60 | 100 |
| Pharm. Analytical Chemistry PHC 124 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmaceutical Biotechnology PHT 335 | 20/20 | - | - | - | - | 60 | 100 |
| Pharmaceutical Microbiology | 15/15 | 20 | - | - | - | 50 | 100 |

| | | | | | | | |
|---|-------|----|----|---|---|----|-----|
| PHT 123 | | | | | | | |
| Pharm. Organic Chemistry PHC 122 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmaceutics-I PHT 212 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmaceutics-II PHT 223 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmaceutics-III PHT 323 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmacoeconomics & Epidemiology PHP 343 | 15/15 | - | 10 | - | - | 60 | 100 |
| Pharmacogenomics PHG 338 | 20/20 | - | - | - | - | 60 | 100 |
| Pharmacognosy PHC 215 | 15/15 | 20 | - | - | - | 50 | 100 |

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|--|-------|----|---|--------|-------|----|-----|
| Pharmacology-I PHG 224 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmacology-II PHG 314 | 15/15 | 20 | | | | 50 | 100 |
| Pharmacology-III PHG 324 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmacology-IV PHG 334 | 20/20 | - | - | - | - | 60 | 100 |
| Pharmacoepal Analysis PHC 327 | 15/15 | 20 | - | - | - | 50 | 100 |
| Pharmacotherapy-I PHP 330 | 10/0 | - | - | 5 5 | 15/20 | 50 | 100 |
| Pharmacotherapy-II PHP 340 | 10/0 | - | - | 5 | 15/20 | 50 | 100 |
| Pharmacotherapy-III PHP 410 | 10/0 | - | | 5 | 15/20 | 50 | 100 |
| Pharmacotherapy-IV | 10/0 | - | | 5 | 15/20 | 50 | 100 |

| | | | | | | | |
|---|-------|----|--------------|----|---|----|-----|
| PHP 420 | | | | | | | |
| Pharmacy Law PHP 426 | 20/20 | - | - | - | - | 60 | 100 |
| Pharmacy Management PHP 412 | 20/20 | - | - | - | - | 60 | 100 |
| Pharmacy Practice PHP 226 | 15/15 | - | 5 | 5 | - | 60 | 100 |
| Physiology-I PHG 211 | 15/15 | 20 | - | - | - | 50 | 100 |
| Physiology-II PHG 222 | 20/20 | - | - | - | - | 60 | 100 |
| Psychology & Health PHP 414 | 15/15 | - | 10 (Case) | - | - | 60 | 100 |
| Radiopharmacy PHC 332 | 20/20 | - | - | - | - | 60 | 100 |
| Scientific Writing & Seminar-I | 10/10 | - | 10 | 10 | - | 60 | 100 |

| | | | | | | | |
|--|-------|---|----|----|---|----|-----|
| PHP 325 | | | | | | | |
| Scientific Writing & Seminar-II | 10/10 | - | 10 | 10 | - | 60 | 100 |
| PHP 425 | | | | | | | |
| Toxicology | 20/20 | - | - | - | - | 60 | 100 |
| PHG 333 | | | | | | | |

Marks Distribution for Medicinal Chemistry, Pharmacology & Pharmaceutics Practical

| S.N. | Course Name and Code | Evaluation Criteria | Marks | Total |
|-------------|--|----------------------------|--------------|--------------|
| 1 | All practical in PHC, PHG & PHT Courses | Continuous Lab Evaluation | 10 | 20 |
| | | Final Lab Examination | 10 | |

Marks Distribution for Pharmacy Practice Practical

| Course Name and Code | Evaluation Criteria | Marks | Total |
|--------------------------------------|--|--------------|--------------|
| Dispensing of Medications PHT 337 | Final Practical Examination in the Mock Pharmacy | 20 | 20 |
| Patient assessment PHP 346 | Log Book | 5 | 25 |
| | OSCE (Objective Structured Clinical Examination) | 20 | |
| Evidence Based Pharmacy PHP 413 | Presentation | 5 | 20 |
| | Report | 15 | |

Student Affairs

The Division of Student Affairs is fully engaged in all aspects of a student's academic life inside the college and collaborates with students, faculty, staff, the university administration and many others in the delivery of key services and support to everyone. In addition, Student Affairs plays various roles in the college, among which are the preparation of class schedules and the final exam timetable after approval by the College Board. It guides new students, follows up on medical checks for all students, solve student's academic problems and links them to the college administration. In addition, it manages educational issues such as study halls. It is also responsible for following up on absenteeism in collaboration with faculty members.

Registration into the College of Pharmacy

It is the responsibility of the student to carefully follow these regulations:

- ✓ All students entering the college (level-1) should register online for all courses before the registration deadline for the semester
- ✓ Students successfully passing one level are able to add courses for the following level, and so on until they finish all levels. For example, students passing level-1, are able to add courses for level-2 and so on for level-3 onwards.
- ✓ The student must register all courses in his/her level, and then register from a higher level.
- ✓ If a student fails one course, he/she is able to add it with courses from the following level provided it not overlap or interfere with the final exam schedule or requirement(s).
- ✓ Students are able to add failed courses to the following levels for a maximum of 18 credit hours, provided they not overlap or interfere with the final exam schedule or requirement(s).
- ✓ Students are allowed to register for a minimum of 12 credit hourcourses.
- ✓ Students are allowed to drop courses within the first two weeks of the start of instruction.
- ✓ Students are allowed to register for general preparatory courses (salam, arab...etc) until equivalent of not more than 18credit hours in other colleges provided this should not overlap with college class schedule.
- ✓ If the student's GPA below 3, the student cannot register more than 17 credit hours.

- ✓ If the student's GPA is below 2, the student advised to register not more than 12 credit hours.

Type of Courses

Courses with pre-requisites

Students are not allowed to register for these courses until proof of meeting the pre-requisites is presented.

Courses without pre-requisites

Students can register in these courses without proof of any pre-requisite.

Preparatory courses

Admission to these courses is dependent on the fulfillment of the university entry regulations and college interviews. Once accepted, students can enroll in preparatory courses.

General Regulations

First: Early Registration

Early registration is possible according to the Deanship of Admission and Registration and in coordination with the colleges.

Second: Official Registration

Students can add or drop from desired courses as follows:

- 1) Students can register for courses one week before the start of the semester and until the end of the first week in the semester.
- 2) Students can drop courses until the end of the 2nd week from the beginning of the semester.
- 3) Course loads should not exceed the minimum and maximum limits as shown below.

- a. Students are highly advised to consult academic advisors and the student affairs office before registering in courses. Failure to do so will make the student responsible for any registration errors or conflicts.
- b. Students must register for courses themselves, and no one is allowed to register on their behalf.
- c. If students do not register during the active registration period, their registration record will be considered inactive.

Third: Confirmation of Registration

- 1) Students registering online should confirm their registration schedule through their personal accounts in the university system during the active registration period.
- 2) Unconfirmed registrations will remain inactive with the computer message “interrupted due to unregistration”, and the student will not be allowed into courses.

Fourth: Academic Load

The academic load is the sum of the number of credits hours (units) for the courses taken per semester:

A. Minimum Load:

The minimum load is 12 credit hours per semester

B. Maximum Load

The maximum load is 18 credit hours per semester

Fifth: Warnings

Students achieving a cumulative grade point average of 2 in a 5 point system will receive a warning.

Attendance

- ❖ Students who record a 25% absence rate without acceptable excuses will not be permitted to write final examinations.
- ❖ The above students will be given the grade “failed, DN” in the corresponding courses.
- ❖ Attendance-based prohibitions from writing examinations are determined by the College Council, which will determine the list of students prohibited from writing exams before the beginning of the final examination period.
- ❖ Students recording more than a 50% absence rate are advised to make their case to the University Council; the college will not consider such a rate of absence.

Acceptable reasons for absences

- Written or documented evidence must be submitted within a week
- Replacement examinations and marking must be finished before the end of the following semester.

Withdrawals

- Students are permitted to withdraw from a semester with the permission of the Vice Dean, provided that students advise of the withdrawal in writing and complete all required forms.
- The specified time frame to complete all requirements for withdrawing from a semester is three weeks before the date of final examinations for that semester, based on the University academic calendar.
- Students withdrawing from a semester are required to re-register by the end of their leave.
- With the permission of the Vice Dean, students are allowed to drop courses within eight (8) weeks from the start of the semester
- Female students are required to present the consent of their parents or guardians when applying for withdrawal.

Dropping Courses/Freezing Registrations

- ❖ Students are allowed to drop a maximum of two consecutive semesters or a total of three semesters in a full-length program at the University, unless the Senate or College Council recommends otherwise in exceptional cases.
- ❖ Married female students accompanying their husbands are allowed to freeze registrations for a maximum of five (5) years. They may re-register to pursue studies as follows:
 - a. They are required to make up for any changes in their previous curricula and academic planning at the University or College, and complete all graduation requirements.
 - b. If there are no changes, they may resume registration to pursue her studies normally.
 - c. Female students, who are absent for more than five (5) years, will have their seats reserved to pursue studies as new students.
- ❖ The period of the frozen registration is excluded calculations of the maximum time allowed for graduation from a program.
- ❖ Students returning from a withdrawal must activate their registrations or their accounts will remain inactive.

- ❖ Female students are required to present the consent of their parents or guardians.

Remarking of Examination Papers

- ✓ Under certain circumstances, students with valid justifications and a written pledge may apply to the Vice Dean for the remarking of their within a week of calculating the cumulative grade point averages.
- ✓ The College Council will look into the remarking applications and decide.
- ✓ Remarking should be completed within two weeks from the commencement of the following semester.
- ✓ Upon agreement to remark, the College Council forms a committee to remark and report the results.

Transfers

Transfer within University Colleges

- 1) Students can apply online through their accounts on the university website to transfer to a different college within the university.
- 2) Transfer to another college must be during the four semesters of their registration in the old college
- 3) Transferring students must seek to obtain the permission of the old and new colleges.
- 4) Transfers occur online after approvals.

Transfers during Transitional Programs within the University

- 5) Undergraduate students are not permitted to transfer to transitional programs.

- 6) Transferring students are required to finish all transitional programs with a minimum grade of 2 in a 5 point system.
- 7) Students who have completed 50% of the total credit hours required for a transitional program with a grade of 4 in a 5 point system are allowed to transfer to their new college.
- 8) Students who have finish transitional programs but have six (6) credit hours will be allowed to transfer provided their cumulative grade averages are not less than 2.5 in a 5 point system.

Requirements for Graduation

- ✓ Must successfully obtain **12 credit hours** required by the University.
- ✓ Must successfully obtain **153 credit hours** required by the College
- ✓ Must successfully perform a **clinical internship** (equivalent to 30 credit hours)
- ✓

Important Terms

Academic Year

- Two semesters and a summer semester

Semester

- A 15 week studyperiod, excluding registration and examination periods.

Summer semester

- An intensive 8-week study period, excluding registration and examination periods.

Level

- According to the academic plan in place, it indicates one of the ten levels required to complete the program.

Study Plan

- All required, elective, internship, training, and preparatory courses that are required for the completion of the program to obtain the PharmD degree in the college.

Syllabus

- Details of courses in a program. It is specified by a code, name, and number. While some courses have pre-requisites, others do not. Courses in the program are routinely evaluated for their outcomes in the program.

Study Unit

- A 50 minute lecture or clinical study or a 100 minute practical session.

Academic Warning

- A warning issued to students whose grades are less than 2, following which his payment stops. After the 4th warning, students are asked to withdraw from the university.

Semester Grade

- The grades of a single semester of work comprised of exams, research projects, and all academic activities from the courses taken. It is advisable to separate annual academic studies into mid-terms I and II, quizzes I and II, and practical examinations.

Final Exams

- An annual exam, one per semester according to the academic plan of the university

Final Exam Grade

- The result of the final exam of each course at the end of each semester; the results are shown in terms of a percentage only (%).

Final Grade

The results of the semester's activities plus the result of the final exam; final grades are shown as a percentage (%).

Grades

- The result expressed as a percentage or a letter grade of the final exam in any course.

Incomplete Grade

- An incomplete grade shown as "L" or "IC" indicates that the course requirements were not completed within specified timeframe.

Grade Point Average (GPA)

- The Grade Point Average is a measure of a student's academic achievement at a college or university; it is calculated by dividing the total number of grade points achieved by the total number attempted

Cumulative Grade Point Average (CGPA)

- A *Cumulative Grade Point Average* is a calculation of the average of all of a student's grades for all semesters and courses completed up to a given academic term

Graduation Projects

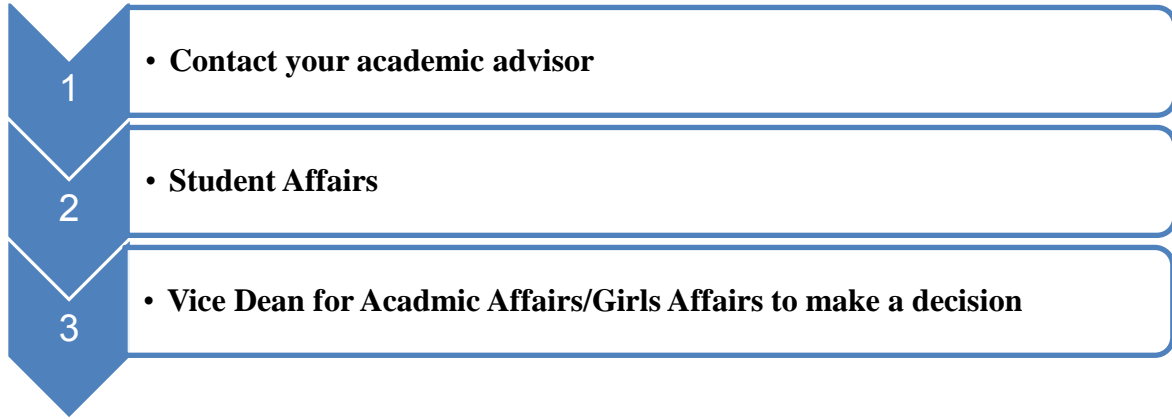
The graduation project is one of the major academic activities of final year Pharmacy students. The purpose of the graduation project is to expose and train students in clinical as well as laboratory based research projects. The graduation project also gives an opportunity for students to learn about how to write research proposals, dissertations, and presentations of project reports. Faculty members are actively involved in helping and mentoring students on various projects. Students also have an opportunity to learn how to interact in a scientific manner during presentations and discussions. It is hoped this exposure will prepare them for their future careers.

Student Counseling

Student academic counseling is an important activity in universities and colleges. It is an assistance program that helps new and returning students overcome difficulties and acquire more effective and efficient study skills. Student academic counselors are essentially comprised of the same teaching faculty in the college. They conduct one-on-one and group workshops with their students. Thus, the very first step for new students is usually to get in contact and talk with an academic advisor one on one on a regular basis. These advisors help students to plan their academic calendars and ensure that students are taking the classes they need to graduate, in addition to many other types of counselling. The following steps explain the process for solving academic or non-academic issues including obtaining approval for attending the conference.

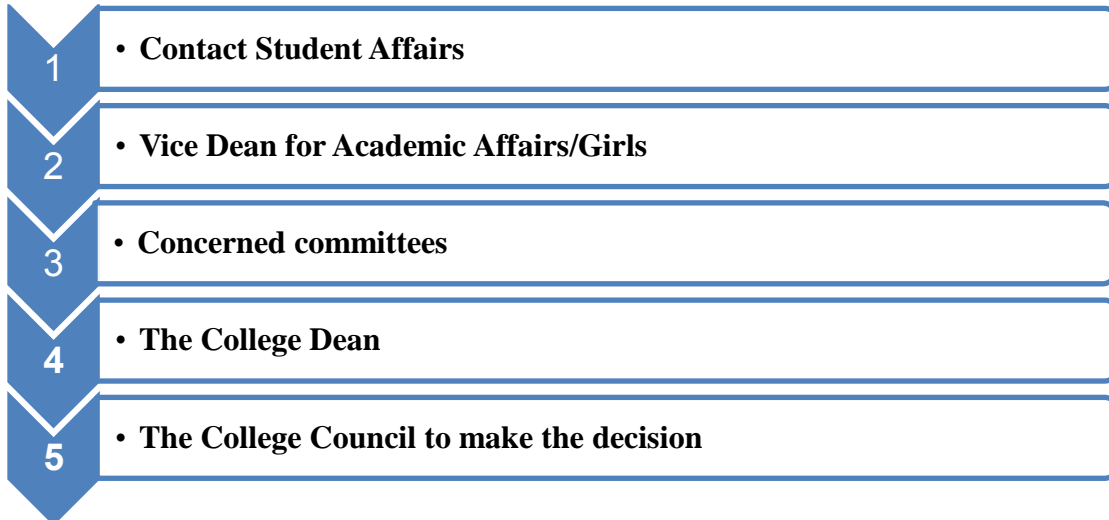
Dear student the steps below are followed to solve the problems that you may experience during the study at the College of Pharmacy:

First: Academic problem



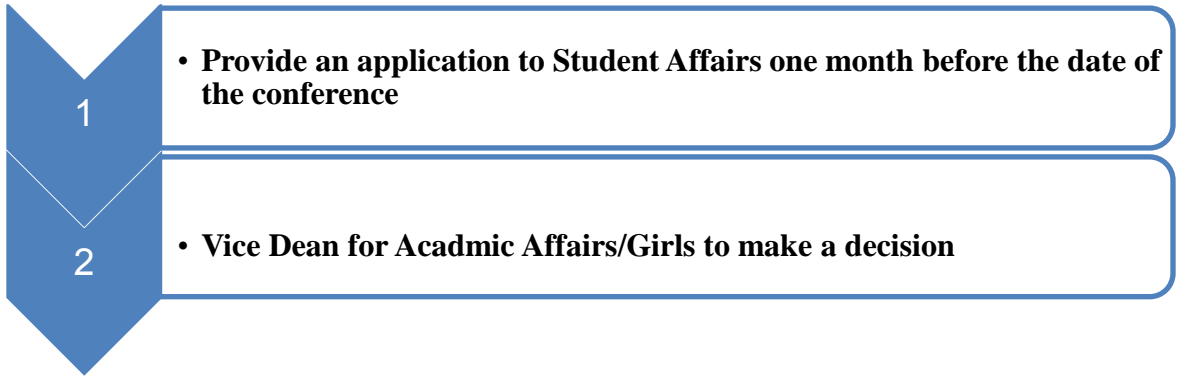
✚ The student will be informed with the administrative decision within a maximum period of ten working days from the date of application.

Second: Non-academic problem



✚ The student will be informed with the administrative decision within a maximum period of ten working days from the date of application.

Third: Attending conference



- ✚ The student will be informed with the administrative decision within a maximum period of ten working days from the date of application
- ✚ College does not bear any financial burden

Examples of the problems that can be faced by student

| | |
|------------------------------|--------------------------|
| Non-academic problems | Academic problems |
|------------------------------|--------------------------|

| | |
|--|----------------------------------|
| Denied entry | Re-marking |
| Medical excuse | Deletion of course |
| Personal problems with a faculty member / employee / student | Addition of course |
| | Withdrawn |
| | Warning, academic dismissal |
| | Preparation of semester schedule |

Advanced Pharmacy Practice Experiences

The advanced pharmacy practice experiences (APPEs) is a clinical training for students who have successfully completed all required courses in the college. The duration of the training is the twelve months which precede graduation. It is part of the requirements for completing the PharmD program. The purpose of the clinical training is for students to have the opportunity to demonstrate that they have the skills, knowledge, and confidence to practice the profession at the levels expected of a professional pharmacist. Students should take every opportunity to learn and gain experience throughout the year. The APPEs is not merely about assessments but about learning how to practice the profession and deliver the best service and gain the best outcomes for patients and members of the public.

Trainees are assigned a clinical supervisor who closely supervises and oversees student performance. Specifically, the supervisor oversees the training year to help and guide students in matters including conduct, ethics, and performance.

Prepared by: Dr. Mohamed Saleem and Dr. Imran Mohammed

Reviewed by: Dr. Majed M. Al-Jarallah (Vice-Dean)

Approved by: Dr. Mansour Al-Sharidah (Dean)