

Kingdom of Saudi Arabia

Al-Imam Mohammad Bin Saud Islamic
University

College of Medicine



المملكة العربية السعودية

جامعة الإمام محمد بن سعود الإسلامية

كلية الطب

College of Medicine Academic Affairs Committee

Rules and Regulations governing students' academic progress at the College of Medicine of Al-Imam Mohammad Ibn Saud Islamic University

Approved by:

- 1) Dr. Khalid Al-Brekeit- Chairman.
- 2) Dr. Fred Saleh- Secretary General and Rapporteur.
- 3) Dr. Abdallah Al-Zayed- Director of the Student Affairs Registrar's Office.
- 4) Dr. Abdulaziz Al-Shimrani- Chairman of the Students' Results Verification Committee.
- 5) Dr. Abdul Aziz Al-Rukban- Supervisor of Students' Activities.
- 6) Dr. Osama Al-Khamees- Member.
- 7) Dr. Yasser Al-Sherif- Director of the Clinical Phase.
- 8) Dr. Hasan Darami- Director of the Clinical Skills and Simulation Center.
- 9) Dr. Thamer Al-Mubki- Supervisor of the Preparatory Year (Medical Track).
- 10) Dr. Abdul Moneim El-Mardi- Supervisor of the Pre-Clinical Phase.

- **Rule and Regulation Number 1: The Medical Program at the College of Medicine of Al-Imam Mohammad Ibn Saud Islamic University:**
 - Studying at the College of Medicine will be based on a full academic year, rather than academic semester.
- **Rule and Regulation Number 2: Admission of the students from the Preparatory Year to Year I:**
 - Students will be allowed to be admitted to Year I, with the following criteria:
 - ✓ Achieving a minimum overall **GPA of 4.**
 - ✓ Achieving minimum average of 3.5 in the science courses of the Preparatory Year (**overall average in the science courses**).
 - ✓ Achieving a minimum score of 5.5 in the IELTS.
 - ✓ Not to fail in any of the courses of the Preparatory Year.
 - ✓ Passing the College's interview.
 - The duration of study of the students in the Preparatory Year must NOT exceed two academic years.
- **Rule and Regulation Number 3: Progress of the students through the Pre-Clinical Phase:**
 - The maximum stay of the student in the Pre-Clinical Phase MUST NOT exceed **5** years.
 - If a student fails **more than 3 essential Blocks/Courses** in any of the academic years of the Pre-Clinical Phase, he/she will NOT be entitled for a resit exam, and, accordingly, MUST repeat that academic year. **The essential Blocks/Courses are defined as College Blocks/Courses whose total credit hours are ≥ 3 hours each.**
 - If a student fails **3 or less essential Blocks/Courses** in any of the academic years of the Pre-Clinical Phase, he/she will be entitled for a **resit exam**.
 - Resit exams must be conducted during the week preceding the beginning of the next academic year, and the results submitted **within 3-4 days** to the Office of the Vice-Dean for Academic Affairs.
 - Faculty members involved in resit exams must submit the exam papers to the Office of the Vice-Dean for Academic Affairs before they leave on summer vacation.
 - If a student fails two Blocks in one semester, he/she is NOT allowed to register any other Block at the same time.
- **Rule and Regulation Number 4: Progress of the students from the Pre-Clinical Phase to the Clinical Phase:**
 - **Students will NOT be admitted into the Clinical Phase if they have not successfully completed all the “Medical College Requirements, excluding the University Requirements”.**

- **Rule and Regulation Number 5: Progress of the students through the Clinical Phase:**
 - The maximum stay of the student in the Clinical Phase MUST NOT exceed 3 years.
 - If a student fails any of the essential Clinical Rotations in Year IV, he/she will NOT be allowed to register in Year V, and, accordingly, MUST repeat the Clinical Rotation.
 - The essential Clinical Rotations in Year IV are the following:
 - ✚ Medicine.
 - ✚ Surgery/ Orthopedics.
 - ✚ Pediatrics.

- **Rule and Regulation Number 6: Progress of the students into the Internship Phase:**
 - For a student to be admitted into the Internship Phase, he/she MUST successfully complete all the Clinical Rotations pertaining to the Clinical Phase, as well as all the University courses.

- **Rule and Regulation Number 7: Drop versus Defer:**
 - If a student drops/ defers the first semester in Year I, he/she MUST drop the whole academic year, or he/she will NOT be allowed to register any of the essential Blocks/Courses pertaining to the second semester.
 - If a student drops/ defers the second semester in Year I, the first semester which he/she completed will be accounted for, and he/she is only entitled to register the University courses pertaining to the next academic year.
 - If a student drops/ defers a Clinical Rotation in the Clinical Phase, he/she must do so during the first two weeks of that rotation. In specific, these rotations are the following:
 - ✓ **Year 4:**
 - **Surgery I, and Orthopedics.**
 - **Pediatrics and Forensics.**
 - **Internal Medicine I, and Radiology.**
 - ✓ **Year 5:**
 - **Obstetrics & Gynecology, Electives, and Emergency Medicine.**
 - **Ophthalmology, ENT, Dermatology, and Family Medicine.**
 - **Surgery II, Internal Medicine II, and Psychiatry.**