





# Program Specification — (Postgraduate)

Program Name: Enter Program Name.
Program Code (as per the Saudi Standard Classification of Educational Levels and Specializations): Enter Program Code.
Qualification Level: write here
Department: write here
College: write here
Institution: write here
Program Specification: New □ updated* □
Last Review Date: write here

<sup>\*</sup>Attach the previous version of the Program Specification.

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## A. Program Identification and General Information: 1. Program's Main Location: 2. Branches Offering the Program (if any): 3. System of Study: ☐ Coursework & Thesis ☐ Coursework 4. Mode of Study: ☐ On Campus ☐ Distance Education ☐ Other .....(specify) 5. Partnerships with other parties (if any) and the nature of each: - Partnership Arrangement: - Type of Partnership: - Duration of Partnership: 6. Professions/jobs for which students are qualified: 7. Relevant occupational/ Professional sectors: 8. Major Tracks/Pathways (if any): **Credit hours Professions/jobs** Major track/pathway (For each track) (For each track) 1. 2. 3. 9. Exit Points/Awarded Degree (if any): Credit hours **Exit points/Awarded degree** 1. 2. **3. 10. Total credit hours: (......)**



# **B.** Mission, Goals, and Program Learning Outcomes

1. Program Mission:
2 Burning Cook
2. Program Goals:
3. Program Learning Outcomes:*
Knowledge and Understanding:
K1
K2
КЗ
K4
K
Skills:
S1
S2
S3
S4
S
Values, Autonomy, and Responsibility:
V1
V2
V3
V4
V



## C. Curriculum:

#### 1. Curriculum Structure:

Program Structure	Required/ Elective	No. of courses	Credit Hours	Percentage
Course	Required			
Course	Elective			
Graduation Project (if any)				
Thesis (if any)				
Field Experience(if any)				
Others ()				
Total				

<sup>\*</sup> Add a separated table for each track (if any).

### 2. Program Courses:

Level	Course Code	Course Title	Required or Elective	Pre- Requisite Courses	Credit Hours	Type of requirements (Institution, College, or Program)
Level 1						
Level 2						
Level 3						
Level 4						

<sup>\*</sup> Include additional levels (for three semesters option or if needed).

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<b>.</b>	LU		SUEU		LIUIIS.

Insert hyperlink for all course specifications using NCAAA template (T-10	se specifications using NCAAA template (T-104)
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<sup>\*\*</sup> Add a table for the courses of each track (if any)



## 4. Program learning Outcomes Mapping Matrix:

Align the program learning outcomes with program courses, according to the following desired levels of performance  $(I = Introduced \quad P = Practiced \quad M = Mastered)$ .

		Program Learning Outcomes										
Course code & No.	Knowledge and understanding				Sk	cills	Values, Autonomy, and Responsibility					
	K1	K2	К3		<b>S1</b>	<b>S2</b>	<b>S3</b>		V1	V2		
Course												
Course												
Course												
Course												
Course												
Course												
Course												
Course												
Thesis (if												
any)												

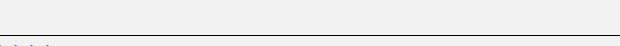
<sup>\*</sup> Add a separated table for each track (if any).

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5. Teaching and learning strategies applied to achieve program learning outcomes:  Describe teaching and learning strategies, to achieve the program learning outcomes in all areas.
6. Assessment Methods for program learning outcomes:
Describe assessment methods (Direct and Indirect) that can be used to measure the achievement of program learning outcomes in all areas.
The program should devise a plan for assessing Program Learning Outcomes (all learning outcomes should be assessed
at least once in the program's cycle).

## D. Thesis and Its Requirements (if any):

## 1. Registration of the thesis:

(Requirements/co	onditions	and	procedures	for	registration	of	the	thesis	as	well	as	controls,	responsibilities	and
procedures of scie	entific gui	danc	e)											







2. Scientific Supervision: (The regulations of the selection of the scientific supervisor and his/her responsibilities, as well as the procedures/mechanisms of the scientific supervision and follow-up)
3.Thesis Defense/Examination: (The regulations for selection of the defense/examination committee and the requirements to proceed for thesis defense, the procedures for defense and approval of the thesis, and criteria for evaluation of the thesis)
H. Student Admission and Supports
H. Student Admission and Support:
1. Student Admission Requirements:
2. Guidance and Orientation Programs for New Students:
(Include only the exceptional needs offered to the students of the program that differ from those provided at the institutional level).
3. Student Counseling Services:
(Academic, professional, psychological and social)
(Include only the exceptional needs offered to the students of the program that differ from those provided at the institutional level)
4. Special Support:
(Low achievers, disabled, , and talented students).





## **E. Faculty and Administrative Staff:**

1. Needed Teaching and Administrative Staff:

	Spec	ialty	Special	Required Numbers			
Academic Rank	General	Specific	Requirements / Skills (if any)	M	F	Т	
Professor							
Associate Professor							
Assistant Professor							
Technicians and							
Laboratory Assistant							
Administrative and							
Supportive Staff							
Others (specify)							

Others (specify)						
F. Learning Resources, Facilities, and Equipment:						
1. Learning Resources: Learning resources required by the Program (textbooks, references, and e-learning resources and web-based resources, etc.)						
Learning resources required by the ringram (textbooks, references, and elearning resources and web based resources, etc.)						
2. Facilities and Equipment:						
(Library, laboratories, classrooms, etc.)						
3. Procedures to ensure a healthy and safe learning environment:						
(According to the nature of the program)						
G. Program Quality Assurance:						
1. Program Quality Assurance System:						
Provide a link to quality assurance manual.						





2. Program Quality Monitoring Procedures:
3. Procedures to Monitor Quality of Courses Taught by other Departments:
4. Procedures Used to Ensure the Consistency between within the main campus:
(including male and female sections).
5. Assessment Plan for Program Learning Outcomes (PLOs):

#### 6. Program Evaluation Matrix:

Evaluation Areas/Aspects	Evaluation Sources/References	Evaluation Methods	Evaluation Time

**Evaluation Areas/Aspects** (e.g., leadership, effectiveness of teaching & assessment, learning resources, services, partnerships, etc.)

**Evaluation Sources** (students, graduates, alumni, faculty, program leaders, administrative staff, employers, independent reviewers, and others.

**Evaluation Methods** (e.g., Surveys, interviews, visits, etc.)

**Evaluation Time** (e.g., beginning of semesters, end of the academic year, etc.)



## 7. Program KPIs:\*

The period to achieve the target (\_\_\_\_\_) year(s).

No.	KPIs Code	KPIs	Targeted Level	Measurement Methods	Measurement Time
1					
2					
3					
4					
5					

<sup>\*</sup>including KPIs required by NCAAA

# **H. Specification Approval Data:**

Council / Committee	
Reference No.	
Date	

