Annual Program Report
▬ (Postgraduate)

Program Name: *Enter Program Name.*

Program Code (as per the Saudi Standard Classification of Educational Levels and Specializations): *Enter Program Code.*

Qualification Level: *Enter Qualification Level.*

Department: *Enter Department Name.*

College: *Enter College Name.*

Institution: *Enter Institution Name.*

Academic Year: *Enter the Academic Year of the Report.*

Main Location: *Enter the Main Location of the Program.*

Branches offering the Program (if any):

- ………………………………………..
- ………………………………………..
- ………………………………………..

Table of Contents

A. Program Statistics (in reporting year)

Item	Number
Number of students enrolled in the program	
Number of students who started the program	
Number of students who completed the program	
Number of students who completed an intermediate award specified as an early exit point (if any)	

*A separate cohort analysis report for male and female sections and for each branch (if any)

B. Program Assessment

1. Program Learning Outcomes Assessment and analysis according to PLOs assessment plan *

#	Program Learning Outcomes	Assessment Methods (Direct and Indirect)	Targeted Performance (%)	Assessment Results
Knowledge and Understanding				
K1				
K2				
K3				
K..				
Skills				
S1				
S2				
S3				
S..				
Values, autonomy, and responsibility				
V1				
V2				
V3				
V..				

*Attach a separate report on the program learning outcomes assessment results for each semester (in the report year) and for male and female sections and for each branch (if any).

Strengths:

Areas for improvement prioritized:

2. Students' Evaluation of Courses

Course Code	Course Title	Number of Students Who Evaluated the Course	Percentage of Participants	Evaluation Results (out of 10)	Developmental Recommendations

3. Students Evaluation of Program Quality

Evaluation Date:	Number of Participants:
Students Feedback	**Program Response**
Strengths: ● ●	
Areas of Improvement: ● ●	
Suggestions for improvement: ● ●	

4. Academic Research and innovation during the reporting year

A .Research Achievements (in the year concerned)

Activities Implemented	Number
Published scientific research	
Research projects	
Conferences organized by the program	
Seminars held by the program	
Conferences attendees	
Seminars attendees	

* Attach a research production statement of the faculty and students in the program including basic data such as (researcher's name, research title, publishing entity, publishing date, etc.)

** In the case of multiple scientific production, the program lists the numbers for each classification individually (Example in individual research: if the total number is (10) in the case of production (6) published, and (4) acceptable for publication, etc.)

- Discussion and analysis of scientific research and innovation activities

B .Theses (approved during the year concerned)

Thesis Title	Researcher's Name	Supervisor's Name	Grade

- Comment on Theses

5. Students Evaluation of Academic Supervision

Evaluation Date:	Number of Participants:
Students Feedback	**Program Response**
Strengths: • •	
Areas of Improvement: • •	
Suggestions for improvement: • •	

6. Other Evaluation (if any)

(e.g., independent reviewer, program advisory committee, and stakeholders (e.g., faculty members, alumni, and employers)

Evaluation method:	Date:		Number of Participants:
Summary of Evaluator Review		Program Response	
Strengths: ● ●			
Points for Improvements: ● ●			
Suggestions for development: ● ●			

*Attach independent reviewer's report and stakeholders' survey reports (if any).

C. Program Key Performance Indicators (KPIs)

Including the key performance indicators required by the NCAAA.

No	KPI	Targeted Value	Actual Value	Internal Benchmark	Analysis	New Target
1						
2						
3						
4						
5						
6						

- Comments on the Program KPIs and Benchmarks results:

D. Challenges and difficulties encountered by the program (if any)

Teaching	
Assessment	
Guidance and counseling	
Learning Resources	
faculty	
Research Activities/thesis supervision	
Others	

E. Program development Plan

No.	Priorities for Improvement	Actions	Action Responsibility
1			
2			
3			
4			
5			
6			

*Attach any unachieved improvement plans from previous report.

** The annual program report should to be discussed and approved by department council

F. Approval of Annual Program Report

COUNCIL / COMMITTEE	
REFERENCE NO.	
DATE:	