

## PROGRAM PROFILE

Date:

### INTRODUCTION

The aim of this template is to collect information and data associated with the Program. The Program information and data should be updated annually, and will be used for aggregated national benchmarking.

### Program Data

Name of Institution	
Name of College and Department in which the Program is offered	
Name and Code of the Program	
Name and Contact Details for the College Dean	<b>Contact Information</b>  Address  Telephone  Email

Name and Contact Details for the College Vice Dean for Quality Assurance (if any)	<b>Contact Information</b>  Address  Telephone  Email
Name and Contact Details for the Head of the Department	<b>Contact Information</b>  Address  Telephone  Email

1. Program Start Date	
2. Credit hours required for completion of the program	
3. Award (s) granted on completion of the program (for community	

college programs, add degree granting policy)	
4. Major tracks or pathways within the program	
5. Professional occupations (licensed occupations, if any) for which graduates are prepared	
6. Branches/locations of the program. If offered on several campuses or by distance education as well as on-campus, including details.	
7. Date of approval of program specification within the institution	
8. Date of approval by the authorized body (Ministry of Education “MoE” for private institution and Council of Higher Education for public institutions).	
9. Date of most recent self-study (if any)	

**Table1. Periodic Program Performance Indicators**

	Indicator	Value
1	Proportion of graduates from undergraduate programs who within six months of graduation are:	
	a) employed	
	b) enrolled in further study	
	c) not seeking employment of further study	
2	Proportion of total operating funds (other than accommodation and student allowances) allocated to provision of student services.	
3	Total operating expenditure (other than accommodation and student allowances) per student.	
4	Proportion of teaching staff leaving the institution in the past year for reasons other than age retirement.	
5	Number of refereed publications in the previous year per full time equivalent faculty members. (Publications based on the formula in the Higher Council Bylaw excluding conference presentations)	
6	Number of citations in refereed journals in the previous year per full time equivalent faculty members.	
7	Proportion of full time member of teaching staff with at least one refereed publication during the previous year.	
8	Number of papers or reports presented at academic conferences during the past year per full time equivalent members of teaching staff.	
9	Research income from external sources in the past year as a proportion of the number of full time teaching staff members.	
10	Proportion of total operating funds spent on research.	
11	Students overall rating on the quality of their courses. (Average rating of students on a five-point scale on overall	

	evaluation of courses.)	
12	Percentage of students entering programs who successfully complete first year.	

**\*Full time equivalent (FTE) for faculty members: 1 FTE equals what MoE defines as a full-time load for faculty members.**

**Table 2. Periodic Program Data**

Gender	Total Students Enrollment		No. of PhD holders in Teaching Staff		No. of Teaching Staff		Average Class Size	Average Teaching Load	Ratio of Total Students to Teaching Staff	Ratio of Male Students to Teaching Staff	Ratio of Female Students to Teaching Staff
	S*	O**	S	O	S	O					
M											
F											
<b>Total</b>											

- \*S: Saudi Nationality \*\*O: Other Nationality
- M: Male
- F: Female

**Note:** Teaching staff includes teaching assistants, language instructors, lecturers, and assistant, associate and full professors. This does not include research or laboratory assistants. Academic staff who oversee the planning and delivery of teaching programs are included (e.g., head of department, dean for a college, rector and vice rectors).

**Table 3. Summary of Program Teaching Staff**

Professor				Associate Professor				Assistant Professor				Lecturer				Teaching Assistants/Language Instructors				Total	
M		F		M		F		M		F		M		F		M		F		M	F
FT	PT	FT	FT	FT	PT	FT	PT	PT	FT	PT	PT	FT	PT	FT	PT	FT	PT	FT	PT		

- FT: Full time
- PT: Part time

Table 4. Numbers of Graduates in Each Program Offered by the Department in the Most Recent Year

Nationality	Undergraduates				Postgraduates						
	Diploma		Bachelor		Higher Diploma		Master		Ph.D.		
	M	F	M	F	M	F	M	F	M	F	
Saudi											
Others											
<b>Total</b>											

Table5. Mode of Instruction – Student Enrollment (excluding preparatory year program)

Nationality	On Campus Program						Distance Education Program						
	Full time		Part time		FTE		Full time		Part time		FTE		
	M	F	M	F	M	F	M	F	M	F	M	F	

<b>Saudi</b>												
<b>Others</b>												
<b>Total</b>												

**Note:** FTE (full time equivalent) for part time students- assume a full time load is 15 credit hours and divide the number of credit hours taken by each student by 15 (use this formula only for part time students).

**Table 6. Mode of Instruction – Teaching Staff** (excluding preparatory year program)

Nationality	On Campus Program						Distance Education Program					
	Full time		Part time		FTE		Full time		Part time		FTE	
	M	F	M	F	M	F	M	F	M	F	M	F
<b>Saudi</b>												
<b>Others</b>												
<b>Average</b>												



Table 7. Program Completion Rate/Graduation Rate\* Offered by the Department

Gender	Undergraduate Programs									Postgraduate Programs	
	Four-Year Program			Five-Year Program			Six-Year Program			Masters	Ph.D.
	4	5	6	5	6	7	6	7	8	Completion Rate in Specified Time**	Completion Rate in Specified Time**
M											
F											
Average											

**Initial Cohort:** All students who enter an academic Program as first-time, full-time, degree seeking undergraduate students for the given Fall Semester.

**\*Completion rate/Graduation rate for undergraduate students:** The percentage of the cohort class in a given Fall Semester who graduated within a designated period of time. For example, in a four-year program, the "Four-Year Graduation" rate for the Fall Semester 2008 cohort class is the percentage of the Fall Semester 2008 cohort class who graduated from the institution before Fall Semester 2012, while the "Six-Year Graduation" rate for the Fall Semester 2008 cohort class is the percentage of the Fall Semester 2008 cohort class who graduated from the institution before Fall Semester 2014.

**\*\* Completion rate for postgraduate students:** The proportion of students entering postgraduate programs who complete those programs in specified time. The time should be specified in the table.

**Table 8. Teaching Staff Qualifications**

No	Teaching Staff <input type="checkbox"/>			Nationality	Total Years at Current Program	Academic Rank	General Specialty	Specific Specialty	Institution Graduated From	Highest Degree Obtained	*Study Mode	List of Courses Taught This Academic Year	Full or Part Time	
	Name	M	F										FT	PT
1														
2														
3														

4														
5														
6														

\*(On Campus Programs, Distance Learning)