



1. Purpose

This Postgraduate Admission Policy highlights the rules and regulations applicable to the admission process to the graduate programs.

2. Definitions

2.1 Study Plan: A set of compulsory, optional, and free courses, the sum of which constitutes the graduation requirements that the student must successfully pass in order to obtain the academic degree in the specified major.

2.2 Course: A study subject within the approved study plan in each major (program) and each course has a number, code, name, and a detailed description of its vocabulary that distinguishes it in terms of content and level from other courses. A course may have a requirement of prerequisites and/or concurrent courses and may be a prerequisite and/or co-requisite for other courses in the program study plan.

2.3 Graduate Studies Council: is the governing body for graduate programs.

3. Policy

3.1. For admission to the postgraduate programs, the student must have at least a grade of good at the undergraduate level from an academic institution accredited/ recognized by the KSA's Ministry of Education (MOE).

3.2. Applicants must satisfy the following eligibility requirements:

3.2.1. Hold a Bachelor degree in the program or related streams from an academic institution accredited/ recognized by the KSA's Ministry of Education (MOE).

3.2.2. Have a cumulative GPA with a minimum rating of "Good; (2.75/5) or (1.75/4)". However, applicants with a rating of "Pass; less than 2.75/5 or 1.75/4" can be accepted if applicants have at least three years of work experience and get approved by the University Council.

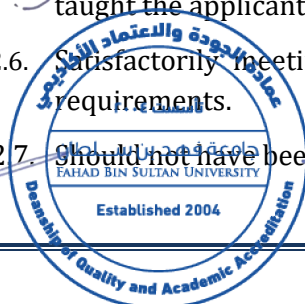
3.2.3. Provide prove that the undergraduate program is taught in English, or achieve a minimum score of 4.5 on the IELTS exam or equivalent or a passing score on the University English placement exam. In case these conditions are not met, the applicant may be requested to take some additional English courses based on his/her scores in IELTS, TOEFL or the University Placement Test.

3.2.4. General Graduate Record Examination (GRE) score will be the advantageous at the time of admission.

3.2.5. At least two letters of recommendation (sealed and signed) from the faculty who taught the applicant undergraduate courses.

3.2.6. Satisfactorily meeting any additional departmental or university admission requirements.

3.2.7. Should not have been dismissed from any academic institution.





Postgraduate Admission Policy

- 3.3. A student may be accepted in a postgraduate program in other than his/her fields of specialization based on the recommendation of the academic department and college councils concerned and the approval of the Graduate Studies Council.
- 3.4. The academic department may require to accept the student in the postgraduate program conditioned on passing a number of supplementary courses.
- 3.5. The time period for successful completion of the postgraduate program is subjected the Ministry of Education conditions.
- 3.6. The time period for passing the prerequisite supplementary courses is not counted within the limited period for obtaining the degree.
- 3.7. The prerequisite supplementary courses are not included in the calculation of the cumulative GPA of the postgraduate student.
- 3.8. A student may be enrolled in two postgraduate programs simultaneously based on the recommendation of the academic department and college councils concerned and the approval of the Graduate Studies Council.
- 3.9. The Graduate Council prepares and approves the admission policy and admission requirements for postgraduate programs.
- 3.10. A student may be transferred from one major to another within the university based on the recommendations of the councils of the two departments and academic colleges and the approval of the Graduate Studies Council.
- 3.11. A student may be transferred to the university from another recognized university subject to the conditions set forth in the Graduate Students Transfer Policy (AA-105).

4. Related Documents

- 4.1. Postgraduate Admission Procedure (GS-100-P1)
- 4.2. Admission Application for Graduate Programs (AA-100-F2)
- 4.3. Graduate Students Transfer Policy (AA-105)

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