BACHELOR OF ANAESTHESIA TECHNOLOGY PROGRAM HANDBOOK

ANAESTHESIA TECHNOLOGY-

COLLEGE OF APPLIED MEDICAL SCIENCES - KHAMIS MUSHAIT KING KHALID UNIVERSITY, ABHA

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Introduction

The Bachelor's in Anaesthesia Technology program is one of the graduate programs offered by the College of Applied Medical Sciences-Khamis Mushait at King Khalid University, with its lofty message and promising goals centered around teaching, learning, scientific research and community services. The College of Applied Medical Sciences-Khamis Mushait represented by the Department of Anaesthesia Technology and Operations, has sought to employ all human and material resources to achieve its goals.

University Mission

An invigorating academic setting that fosters knowledge creation and application, champions research and innovation, emphasizes societal responsibility, and advances sustainable development by maximizing our potential and resources.

University Goals

1. Enhance educational outcomes to meet the needs of labour market requirements and sustainable development.
2. Advance research and innovation in response to societal and economic imperatives.
3. Foster a culture of social responsibility and encourage volunteerism.
4. Enhance the overall quality of academic life.
5. Realize and maintain institutional excellence for students and staff.
6. Diversify and nurture sustainable revenue streams.

College Mission

Prepare highly educated students qualified with outstanding knowledge and basic skills for scientific research and enable them to serve the community with the best use of knowledge technology.

College Goals

1. Improving the quality of health education.
2. Provide a distinct academic environment.
3. Establish an effective community partnership.

4. Leading a creative scientific environment in applied medical sciences.

5. The development of postgraduate programs in applied medical sciences.

6. Improving institutional quality through the optimal use of available resources.

Program Mission

To prepare competent anesthesia technologists equipped with scientific knowledge—both theoretical and practical—and essential skills, enabling them to assist anaesthesiologists in delivering safe and effective anesthesia care, contribute to scientific research, and engage in community service through the effective utilisation of available resources.

Program Goals

1. Provide high-quality theoretical and practical education in anesthesia technology aligned with national and international standards.

2. Equip students with essential clinical and technical skills to apply anaesthesia practices effectively and adapt to diverse healthcare and professional environments.

3. Foster students' abilities to participate in scientific research and apply evidence-based practices in anesthesia.

4. Encourage students to engage in community service and healthcare awareness initiatives.

5. Develop academic and clinical collaboration with national and regional institutions to enhance the quality of education and training.

College and Program Management

Name	Position
Dr. Yousef Ibrahim Alzahrani	Dean
Dr. Ahed Amer Alshahrani	Vice Dean for Academic Affairs & Quality Development
Dr. Fahad Hussein Alhamoudi	Chairman
Dr. Juberahamad Rajjak Attar Dr. Hytham Hamid Mohammed Hammad Dr. Awad Osman Abdalla Mohamed Dr Nazim Nasir Ahmad Dr. Atiq Ul-Hassan Al-Sharif Dr. Naseer Maliyakkal	Assistant Professor
Mr. Majed Mohammed Alziyadi Mr. Badr Ali Modbeigh Mr. Adil Dhagasir Al Sufiyani	Teaching Assistant
Mr. Hussein Mohammed Darrini Mr. Dhafer Ali Alsheheri	Anaesthesia Technician

The management team is responsible for curriculum development, student support, faculty recruitment, and ensuring adherence to academic and accreditation standards.

Graduate Attributes

This graduate attributes was University Council approval number 4/6/43 at the sixth meeting of the academic year 1443 H on 23/06/1443 H.

The following table outlines the eight Graduate Attributes adopted by the program, along with their key components:

Main Attributes	Sub-Attributes
GA 1. Values and Identity	Moderation, quality, integrity, commitment, excellence, transparency, achievement, complementarity, independence, flexibility, positivity, collaboration, lifelong learning, tolerance, consultation, acceptance, equity
GA2. Linguistic and Quantitative Competencies	Linguistic, mathematical and statistical competences
GA 3. Professional and Scientific Knowledge	Broad, deep, diverse and practical disciplinary knowledge
GA 4. Specialized and Life Skills	Scientific research skills, application of disciplinary knowledge, problem solving skills, critical, innovative, logical and visual thinking skills
GA 5. Technical and Digital Competence	Cognitive, skilful, and emotional competence in the field of digital technologies
GA 6. Entrepreneurship and Competitiveness	Initiative, proactive, persevering, and invested in knowledge and personal capabilities
GA 7. Leadership and Responsibility	Strategic vision, decision-making, effective communication, self-management motivation, resource management
GA 8. Local and Global Citizenship	Intercultural awareness and understanding of systems, rights, obligations, trends, and local and global issues, contribution to national strategies, engaging with community issues and actively participating in voluntary work

Program Learning Outcomes

Category	Program Learning Outcomes
Knowledge and Understanding	Define the fundamental concepts of basic medical sciences relevant to anesthesia, including physiology, pharmacology, physics, and anatomy.
	Explain the fundamental principles, core techniques, and standard practices used in the field of anesthesia
	Identify standards and protocols related to patient safety, infection control, and universal precautions.
	Recognize recent advances strategies in anesthesia practices
	Demonstrate understanding of the principle of medical ethics, research, quality management.
Skills	Operate, maintain, and troubleshoot anesthesia machines, equipment, and patient monitoring devices safely and effectively.
	Apply clinical skills to assist anaesthesiologists in delivering safe and effective anesthesia care.
	Use problem-solving, critical thinking, decision-making skills in various clinical scenarios, including emergency situations.
	Conduct or participate in research activities related to anesthesia technology
	Demonstrate effective communication, teamwork, and adaptability in healthcare and academic environments.
Values, Autonomy, and Responsibility	Demonstrate ethical behaviour, empathy, and professionalism in interactions with peers, faculty, patients, families, and healthcare team
	Adhere to ethical standards and maintain integrity in conducting or contributing to research in anesthesia.
	Commit to continuous self-development and active participation in community service.

Curriculum Structure

Component	No. of Courses	Credit Hours	Percentage
Institutional Requirements	6	24	12%
College Requirements	7	10	14%
Program Requirements	37	88	74%
Total	50	123	100%

Program Study Plan

Level	Course Code	Course Title	Required or Elective	Prerequisite Courses	Credit Hours	Type of requirements
Level 1	019NGL-6	Intensive English Program for Pre-Medical, Medical Laboratories	Required	-	6	Institution
	111IC1-2	Introduction to Islamic culture	Required	-	2	College
	201ARAB-2	Arabic language skills	Required	-	2	College
	Total Credit Hours				10	

Level 2	102phys-4	Health sciences Physics	Required	Intensive English Program	4	College
	105Zool-4	Health sciences zoology	Required	Intensive English Program	4	College
	110chem-2	Health sciences chemistry	Required	Intensive English Program	2	College
	111chem-3	Health sciences Organic chemistry	Required	Intensive English Program	3	College
	141bio-1	Basic biostatistics	Required	Intensive English Program	1	College
	Total Credit Hours				14	
Level 3	ANS 221-3	Anaesthesia laboratory 1	Required	-	3	Program
	TERM 220-1	Medical terminology	Required	-	1	Program
	112IC1-2	Islamic Culture 2	Required	-	2	Institution
	101CS2	Introduction to Computer Science	Required	-	2	Institution
	PHYS 202-2	Physiology for Anaesthesia-1	Required	-	2	Program

Level 4	ANS 208-2	Introduction to Clinical Anesthesia	Required	-	2	Program
	ANAT 201-3	Anatomy for Anesthesia	Required	-	3	Program
	266HEA-2	Medical Ethics	Required	-	2	Program
	Total Credit Hours				18	
Level 4	113 IC1-2	Islamic Culture 3	Required	Islamic Culture 2	2	Program
	202ARAB 2	Arabic Editing	Required	Arabic language skills	2	Program
	Ans 223-2	Physics for Anesthesia	Required	-	2	Program
	Phys 203-2	Physiology – 2	Required	Physiology for Anaesthesia-1	2	Program
	Ans 230-2	Directed Studies in Anesthesia	Required	Medical terminology	2	Program
	ANS 204-3	Clinical Anaesthesia -1	Required	Anatomy for Anesthesia	3	Program
	ANS 222-3	Anaesthesia Laboratory 2	Required	Anaesthesia laboratory 1	3	Program
	PHR 2162	Pharmacology -1	Required	Physiology for	2	Program

				Anaesthesia-1		
	Total Credit Hours				18	
Level 5	114IC1-2	Islamic Culture 4	Required	Islamic Culture 3	2	Institution
	PHR317-2	Pharmacology 2	Required	Pharmacology -1	2	Program
	ANS323-3	Principles of Airway Management 1	Required	Physiology –2	3	Program
	ANS305-3	Clinical Anesthesia-2	Required	Clinical Anaesthesia-1	3	Program
	ANS311-3	Environmental Hygiene & Safety	Required	Introduction to Clinical Anesthesia	3	Program
	ANS309-2	Principles of Anesthesia	Required	Pharmacology -1	2	Program
	Total Credit Hours				15	
Level 6	Psych302-1	Psychiatry and Mental Health	Required	-	1	Program
	Ans307-1	Electrocardiograph (ECG)	Required	Physiology – 2	1	Program
	Ans306-3	Clinical Anaesthesia -3	Required	Clinical Anesthesia-2	3	Program

	Ans310-3	Anaesthesia Principles and Practices 2	Required	Principles of Anesthesia	3	Program
	PHR318-2	Pharmacology - 3	Required	Pharmacology2	2	Program
	Ans 325-3	Patient Monitoring and Instrumentation - 1	Required	Anaesthesia Laboratory 2	3	Program
	Ans 324-3	Advanced Airway Management	Required	Principles of Airway Management 1	3	Program
	Total Credit Hours				16	
Level 7	Puh412-3	Medical Statistics	Required	-	2	Program
	Ans407-4	Clinical Anaesthesia-4	Required	Clinical Anaesthesia-3	4	Program
	Ans409-2	Medical Disease	Required	Clinical Anaesthesia-3	2	Program
	Ans431-2	Anaesthesia Review - 1	Required	Advanced Airway Management	2	Program
	Ans426-3	Patient Monitoring and	Required	Patient Monitoring and	3	Program

		Instrumentation - 2		Instrumentation - 1		
	Ans414-2	Practicum Seminar in Anaesthesia Practices	Required	Anaesthesia Principles and Practices 2	2	Program
	Total Credit Hours				16	
Level 8	Ans432-2	Anaesthesia Review - 2	Required	Anaesthesia Review - 1	2	Program
	Ans429-2	Problem-solving and decision-making in anaesthesia	Required	Practicum Seminar in Anaesthesia Practices	2	Program
	Puh446-2	Research Methodology	Required	Medical Biostatistics	2	Program
	Ans427-4	Essentials of Critical Care Medicine	Required	Clinical Anaesthesia-4	4	Program
	Puh434-1	Health Management	Required	-	1	Program
	Ans405-3	Medical Emergency	Required	Medical Diseases	3	Program

Puh438-2	Quality Managem ent and Developm ent in Healthcar e	Required	-	2	Program
Total Credit Hours				16	

Program Courses Description

LEVEL	Course Code	Course Title	Course Description
Level 3	ANS 221-3	Anaesthesia laboratory 1	This course introduces students to the foundational structure and function of anesthesia gas delivery systems and workstation components. Emphasis is placed on the safe use, assembly, and maintenance of anesthesia machines, breathing circuits, vaporizers, flowmeters, ventilators, and suction and scavenging systems. Through theoretical instruction and practical sessions, students will develop competency in equipment operation, troubleshooting, and applying safety protocols essential to anesthesia practice.
	TERM 220-1	Medical terminology	This course demonstrates the ability to analyze and predict the probable meaning of English medical terms and demonstrates the ability to read and create reports utilizing standard English medical terminology. Also, students will have the experience through small group teaching and group discussion to analyze the medical terms related to the different body systems and to communicate with other students and teaching staff.
	PHYS 202-2	Physiology for Anaesthesia-1	This foundational course explores the essential physiological processes that govern human body function. Students will understand the underlying mechanisms of major body systems with special emphasis on the cardiovascular, respiratory, urinary, and nervous systems. This course provides anaesthesia technology students with the physiological basis necessary to understand normal body functions and their alterations during anaesthesia and surgical procedures.

	ANS 208-2	Introduction to Clinical Anesthesia	This course introduces students to the foundational concepts of clinical anesthesia, including its historical development, anesthetic techniques, pharmacological agents, and physiological considerations. Topics include general, regional, and local anesthesia; inhalational and intravenous agents; neuromuscular blockers; and opioids. Students will also explore operating room organization, preoperative assessment, and proper documentation of anesthesia records.
	ANAT 201-3	Anatomy for Anesthesia	This course provides both theoretical knowledge and practical skills in human anatomy relevant to anesthesia technology. It focuses on the structural and functional organization of major body systems, including the muscular, nervous, respiratory, and cardiovascular systems. Special emphasis is placed on the regional anatomy of clinically significant areas such as the neck, thoracic cavity, vertebral canal, and antecubital fossa. Through integrated theoretical instruction and hands-on practice, students will develop a comprehensive understanding of human anatomy essential for clinical procedures and safe patient care.
	266HEA-2	Medical Ethics	This course provides students with a foundational understanding of ethics in the health professions, emphasizing core ethical principles, professional responsibilities, and the significance of Islamic values in healthcare practice. It explores ethical decision-making in clinical contexts, equipping students with the knowledge, skills, and attitudes needed to address ethical dilemmas with professionalism and compassion. The course also fosters self-directed learning, critical thinking, and continuous self-assessment, preparing students for lifelong personal and professional growth in the healthcare field.

Level 4	Ans 223-2	Physics for Anesthesia	This course provides anesthesia students with a foundational understanding of physical principles relevant to anesthesia practice. It covers gas laws, fluid dynamics, pressure systems, and temperature regulation. Emphasis is placed on how these principles apply to anesthetic gas delivery, monitoring devices, and equipment management.
	Phys 203-2	Physiology – 2	Physiology 2 builds upon the foundational knowledge gained in Physiology 1 to provide a deeper understanding of the regulatory mechanisms and functions that maintain homeostasis in the human body. This course explores advanced physiological concepts including body temperature regulation, fluid and electrolyte balance, endocrine control, neuromuscular transmission, liver function, and acid-base regulation.
	Ans 230-2	Directed Studies in Anesthesia	This course introduces the principles and practices of managing critically ill patients in intensive care settings. Topics include quality improvement strategies, ethical and legal considerations, patient transport protocols, and the management of major medical conditions such as shock, respiratory failure, and renal failure. Students will also explore pain control, sedation, and pharmacologic interventions relevant to critical care.
	ANS 204-3	Clinical Anaesthesia-1	This course introduces students to the foundational principles and essential skills of clinical anesthesia practice. It covers preoperative assessment, perioperative documentation, general anesthesia techniques, anesthesia-related pharmacology, and patient monitoring. Through lectures and simulation-based training, students will develop competence in anesthesia delivery, medication safety, induction and maintenance techniques, and recovery

	P a g e		protocols in preparation for real-world clinical responsibilities.
	ANS 222-3	Anaesthesia Laboratory 2	This course provides comprehensive theoretical and practical training in the use of anesthesia-related equipment. Students will learn about the structure, functions, and clinical applications of key devices, including anesthesia machines, breathing circuits, mechanical ventilators, anesthesia gas delivery and monitoring systems, airway management devices, and lung isolation tools. The course emphasizes safe operation, routine inspection, maintenance, cleaning and sterilization of equipment, and adherence to safety standards during the use of these devices in various clinical settings.
	PHR 2162	Pharmacolo gy -1	This course is designed to integrate comprehensive knowledge of the basics of anesthetic pharmacology and to provide the students with the skills, knowledge, and background necessary to be a professional healthcare provider in dealing with therapeutic uses of drugs.
Level 5	PHR31 7-2	Pharmacolo gy 2	This course is designed to integrate comprehensive knowledge of various drugs used in anesthesia and to provide the students with the skills, knowledge, and background necessary to be a professional healthcare provider in dealing with anesthetic drugs. This course describes the study of drugs acting on the cardiovascular system, diuretics, local anesthetic drugs, muscle relaxants, drugs acting on the gastrointestinal system, and corticosteroids.
	ANS32 3-3	Principles of Airway Managemen t 1	This foundational course equips students with essential knowledge and hands-on skills in basic airway management, focusing on both trauma and medical scenarios. Through interactive lectures, skill-based demonstrations, and

	P a g e		simulation exercises, students will learn to assess the airway, prepare and operate airway equipment, perform safe and effective oxygenation, and execute oral and nasal intubation, including LMA insertion. Emphasis is also placed on recognizing and managing potential complications associated with airway interventions.
	ANS305-3	Clinical Anesthesia-2	This course provides comprehensive knowledge and practical skills related to essential equipment used in anesthesia practice. It is designed to equip students with a solid understanding of anesthetic machines, breathing circuits, ventilators, airway management tools, and vascular access tools. Emphasis is placed on the function, operation, sterilization, and appropriate selection of each device.
	ANS311-3	Environmental Hygiene & Safety	This course provides students with essential knowledge and practices related to safety and infection control in the operating room environment. It covers the safe use of electrical instruments, the proper handling and application of disinfectants, and methods for protecting anesthesia equipment from chemical damage. Students will also learn about sterilization procedures, environmental control measures, and ventilation systems that support a clean and sterile surgical setting.
	ANS309-2	Principles of Anesthesia	This course introduces students to the foundational principles of anesthesia and perioperative care. It covers the historical development of anesthesia, the physiological mechanisms underlying consciousness, and the classification of pain and its neural pathways. The course also introduces students to basic pharmacological concepts related to anesthetic and analgesic agents, as well as foundational principles of perioperative genomics. Additionally, students will learn the importance of safety protocols in equipment

	P a g e		handling and occupational health considerations to promote safe and effective anesthesia practice.
Level 6	Psych302-1	Psychiatry and Mental Health	This course introduces to foundational concepts in psychiatry, with a focus on mental health and its relevance to perioperative care. Students will explore how psychological conditions impact anesthesia management and patient safety. The course also addresses essential topics including psychotherapy, stress and adaptation, ethical considerations, and the pharmacological implications of psychiatric treatments in anesthesia practice.
	Ans307-1	Electrocardiograph (ECG)	This course introduces anesthesia technology students to essential concepts in electrocardiogram (ECG) interpretation, including cardiac electrophysiology, lead placement, and waveform analysis. It emphasizes the identification of arrhythmias, conduction blocks, and ischemic changes relevant to anesthesia practice. Students will learn to interpret ECG data in perioperative and emergency scenarios, supporting safe patient monitoring, decision-making, and response to complications in the operating and recovery rooms.
	Ans306-3	Clinical Anaesthesia-3	This advanced course focuses on the anesthetic management of patients with complex systemic diseases, including diabetes, cardiovascular, renal, hepatic, hematologic, and neuromuscular conditions. Emphasis is placed on the application of anesthesia principles, perioperative monitoring, drug modifications, and response to complications. Students will develop critical thinking skills through clinical scenarios, simulation, and field-based learning in operating and recovery rooms.
	Ans310-3	Anaesthesia Principles	This course provides essential knowledge and practical skills in pre-anesthetic assessment, patient preparation, and the

		and Practices 2	safe use of anesthetic agents. Through clinical scenarios and hands-on training, students will learn to prepare inhalational and intravenous agents and apply general, regional, and local anesthesia techniques. The course also emphasizes proper patient positioning and the effective use of anesthesia medications.
	PHR318-2	Pharmacology - 3	This course designed to integrates comprehensive knowledge of various drugs used in anesthesia and to provide the students with skills, knowledge, and background necessary to be a professional health care provider in dealing with anesthetic drugs.
	Ans 325-3	Patient Monitoring and Instrumentation - 1	This course provides anesthesia technology students with comprehensive knowledge and applied skills in patient monitoring during anesthesia. It covers fundamental and advanced modalities including ECG, capnography, oxygenation, blood pressure, temperature, neuromuscular, and neurological monitoring. Emphasis is placed on the safe use, interpretation, and maintenance of monitoring equipment in accordance with ASA standards. Through lectures, simulation, and clinical training, students develop competencies in integrating monitoring data into anesthesia care and ensuring patient safety.
	Ans 324-3	Advanced Airway Management	This course provides advanced knowledge and practical skills for effective airway management. Students will learn to assess airway difficulty and perform intubation in both elective and emergency settings using clinical guidelines and algorithms. They will also learn to select and operate appropriate airway devices and apply safe pharmacological practices during airway procedures. Through a combination of theoretical instruction and practical training, students will

	P a g e		develop the competence to manage airways safely and confidently across a range of clinical scenarios.
Level 7	Puh412-3	Medical Statistics	This course introduces students to principles of applied biostatistics and its applications in different health fields to build efficient statistical models, analysis, and interpretation. It also directs students' attention to the importance of scientific research and its application in their future work, and in managing and making decision related to different health issues. Moreover, this subject develops the skills of the students to use the appropriate hypothesis tests and to appraise and interpret the statistics findings most commonly used in biomedical research.
	Ans407-4	Clinical Anaesthesia-4	This advanced course enhances students' clinical competencies in anesthesia management across specialized surgical procedures, including neurosurgery, cardiothoracic, ENT, urology, and ambulatory settings. Emphasis is placed on integrating patient-specific factors, equipment selection, and perioperative decision-making. The course also prepares students for documentation, safety practices in both traditional and NORA environments.
	Ans409-2	Medical Disease	This course explores the interplay between pathophysiology and anesthetic management in patients with systemic diseases. Through theoretical lectures, students will gain essential knowledge of how medical conditions influence anesthesia planning, drug responses, and patient outcomes. Emphasis is placed on developing critical thinking to support safe, individualized anesthetic care for complex clinical scenarios.
	Ans431-2	Anaesthesia Review - 1	This course provides anesthesia technology students with a comprehensive understanding of advanced perioperative care and respiratory physiology. It covers preoperative

	P a g e		preparation, sedation techniques, fluid and transfusion management, respiratory mechanics, oxygen transport, ABG interpretation, and anesthesia considerations for obese patients. Students will enhance their understanding of these critical concepts, enabling them to deliver safe, evidence-based anaesthesia care.
	Ans426-3	Patient Monitoring and Instrumentation - 2	This advanced course builds upon concepts from Patient Monitoring I, emphasizing the application of invasive and non-invasive monitoring technologies in anesthesia. Students will gain theoretical and practical competencies in interpreting arterial blood gases, ECG, CVP, pulmonary artery pressures, transesophageal echocardiography (TEE), neuromuscular function, and neurophysiological parameters. Through interactive lectures, clinical simulations, and hands-on training, students will enhance their critical thinking and decision-making in perioperative monitoring.
	Ans414-2	Practicum Seminar in Anaesthesia Practices	This course provides an in-depth review of essential anesthesia and critical care practices. It emphasizes the theoretical understanding of managing perioperative emergencies, advanced airway techniques, neuromuscular monitoring (e.g., TOF), thromboembolic prophylaxis, regional and intravenous anesthesia methods, perioperative nutrition, fluid and electrolyte balance, and intraoperative hypothermia. The course also introduces the principles and clinical application of defibrillation and hypotensive anesthesia, preparing students to handle complex scenarios in various surgical settings.
Level 8	Ans432-2	Anaesthesia Review - 2	This course provides advanced theoretical knowledge of anesthesia management in complex clinical situations. It emphasizes anesthetic considerations in respiratory,

	P a g e		neurological, pediatric, obstetric, and surgical cases. Special focus is given to patient safety, physiological implications, and tailored anesthetic strategies for high-risk populations and procedures.
	Ans42 9-2	Problem-solving and decision-making in anaesthesia	This course aims to develop students' clinical reasoning and decision-making skills in anesthesia practice through the analysis of complex perioperative scenarios. Topics include premedication principles, airway management, selection and troubleshooting of anesthesia breathing systems, and the interpretation of monitoring data. Students will assess the impact of comorbidities—such as diabetes, renal insufficiency, obesity, and cardiopulmonary diseases—on anesthesia plans. Emphasis is placed on managing intraoperative complications using structured decision-making and critical thinking approaches aligned with current evidence-based practices.
	Puh44 6-2	Research Methodology	This course introduces the fundamentals of research methodology, including study design, data collection, statistical analysis, and data interpretation. The course equips students with research skills necessary to critically evaluate medical health literature, formulate research proposals, and conduct studies that contribute to evidence-based public health practice.
	Ans42 7-4	Essentials of Critical Care Medicine	This course provides comprehensive foundation in critical care principles and practices. It focuses on the structure and function of intensive care units, pathophysiology and management of life-threatening conditions (e.g., shock, stroke, diabetic emergencies, toxicological crises), and the anesthetic implications of these conditions. Students will also explore essential ICU procedures such as mechanical ventilation, acid-base management, sedation, fluid and

			electrolyte balance, and hemodynamic support including ECMO and IABP.
	Puh434-1	Health Management	This course provides students with an overview of concepts and issues related to healthcare leadership. It is generally a required course for any subsequent healthcare management courses. Through the examination of management topics and healthcare situations, the student will explore the skills and knowledge needed to be successful in a diverse healthcare environment. Topics include healthcare leadership, organizational design as it relates to the uniqueness of healthcare organizations, managing professionals, and diversity in the workplace.
	Ans405-3	Medical Emergency	This course equips students with essential theoretical knowledge and clinical skills in managing medical emergencies and trauma scenarios. It covers trauma classification, shock management, toxicological and burn emergencies, as well as care for special populations such as pediatric and obstetric trauma patients. Through integrated lectures and hands-on training, students will develop competencies in initial trauma assessment, airway and vascular access procedures, monitoring vital signs, and applying Advanced Cardiac Life Support (ACLS) protocols to respond to life-threatening situations.
	Puh438-2	Quality Management and Development in Healthcare	The Quality Management and Development in Healthcare course is designed to provide healthcare professionals with a comprehensive understanding of the principles, tools, and strategies used to enhance the quality of care and improve patient outcomes. It focuses on the continuous improvement of healthcare services, ensuring that they meet established standards and expectations of both patients and regulatory bodies.

			This course is essential for healthcare administrators, quality officers, nurses, and any healthcare professionals involved in quality assurance and development. This course is essential for healthcare administrators, quality officers, nurses, and any healthcare professionals involved in quality assurance and development.

Program Councils

Departmental Council – This is the primary internal governance body within the department. It is responsible for developing and executing departmental policies, overseeing academic performance, monitoring quality benchmarks, and evaluating program effectiveness. The council plays a vital role in curriculum planning, faculty coordination, and addressing operational challenges. Matters requiring broader oversight are elevated to the College Council for final review and decision-making. This council oversees academic planning, resource allocation, and curriculum alignment.

External Advisory Council – This council includes experienced anaesthetists, program alumni, clinical supervisors, and representatives from healthcare organisations. It provides expert guidance on aligning the academic program with clinical and market needs. The council evaluates graduate readiness, recommends updates to keep pace with healthcare trends, and strengthens industry-academic partnerships, this council advises on curriculum relevance, labour market trends, and national healthcare priorities. Their input strengthens the alignment between academic preparation and clinical expectations.

Student Council – Comprising elected student representatives from various academic levels, the council serves as the voice of the student body. It facilitates communication between students and faculty, supports quality improvement through regular feedback, and advocates for student concerns in academic and non-academic matters. The council also helps promote an inclusive and participatory learning environment. that represents learners' perspectives on educational and extracurricular issues. The council provides structured feedback to faculty, supports continuous program development, and promotes active student engagement and well-being.

Program Committees

1. **Quality & Development and Curriculum Committee**

   Type: Standing Committee

   Scope:

   This committee plays a central role in the academic and strategic development of the department. It ensures alignment between program goals, national accreditation standards, institutional policies, and evolving societal needs.

2. **The Scheduling and Examination Committee**

   Type: Standing Committee

   Scope:

   The committee is responsible for managing all matters related to scheduling and examinations within the Anaesthesia Technology Department, ensuring efficiency, fairness, and compliance with institutional policies.

3. **Technical Committee for Educational Services**

   Type: Standing Committee

   Scope:

   The Technical Committee for Educational Services oversees all operational aspects related to the department's educational infrastructure. This includes managing the availability, maintenance, and functionality of classrooms, laboratories, and simulation studios. The committee ensures that all educational environments are equipped and maintained to support teaching, learning, and practical training in alignment with the department's academic objectives and quality standards.

4. **Faculty Recruitment Committee**

   Type: Standing Committee

   Scope:

   The committee oversees faculty recruitment activities for all academic ranks within the Anaesthesia Technology Department. It contributes to the department's strategic goals by ensuring the availability of qualified academic staff to support teaching, clinical training, research, and accreditation standards.

Program Units

1. Graduate Studies, Bridging Programs, and Scientific Research Unit

Type: Standing Unit – in accordance Quality & Development and Curriculum Committee, and Scheduling and Examination Committee

Scope:

The unit addresses all postgraduate studies, Bridging Programs and research-related functions within the department, including curriculum development, thesis supervision, program implementation, faculty and student research coordination, and strategic alignment with national and institutional priorities

2. Field training and Internship Unit.

Type: Standing Unit – in accordance Quality & Development and Curriculum Committee, and Scheduling and Examination Committee

Scope:

The unit oversees all aspects of field training, including internship placements, clinical supervision, evaluation, and feedback collection. It serves as a bridge between the academic program and healthcare practice environments, ensuring students are well prepared for professional responsibilities.

3. Academic Advising, Student Affairs, and Community Service Unit

Type: Standing Unit – in accordance Quality & Development and Curriculum Committee

Scope:

The unit oversees activities related to academic advising, student affairs, community service, and faculty development. It ensures students receive effective guidance and support, promotes leadership and engagement, and provides equitable opportunities for all learners. It coordinates community outreach and health awareness programs that enhance societal impact while fostering student involvement in volunteerism. Additionally, it supports faculty through training, development, and recognition to maintain excellence in teaching, research, and clinical service.

Program Admission Requirements

Admission to the Anaesthesia Technology Program at King Khalid University is competitive and depends on available seats annually. The program follows the university's academic bylaws, policies, and procedures under the Ministry of Education's umbrella. The admission process is fully automated via the Student Information System and is managed by the Deanship of Admission and Registration (DAR) with support from the Deanship of Student Affairs.

Admission Criteria:

- He must be a Saudi national or have a Saudi mother, or someone exempted by the university's internal regulations or the national interest.

- He must have obtained a high school diploma or its equivalent from inside or outside the Kingdom.

- The applicant must not have been dismissed from King Khalid University or any other university for academic or disciplinary reasons unless 3 years have passed since his dismissal before applying for admission to the university.

- The applicant must be medically fit for the speciality he is accepted into, and the Deanship of Admissions and Registration, if otherwise discovered, will change his admission to a speciality that matches his health status at the time or cancel his admission.

- Pass all the required examinations conducted by the university.

- Acceptance into medical specialities requires that the applicant be a recent high school graduate (a graduate of the current year).

- He must apply electronically during the announced period and according to the mechanism determined by the Deanship of Admissions and Registration, and nomadic applications will be accepted.

- The nomination of the applicant for a bachelor's degree who does not attend the English language placement test within the specified date at the Language Centre shall be cancelled.

- The application of the applicant who did not agree to the nomination within 48 hours of the nomination announcement shall be rejected.

- It is a condition for confirming the acceptance that the student has not been accepted at another university, and if he wishes to confirm his acceptance at King Khalid University, he must withdraw from the university to which he was accepted within 48 hours of the nomination announcement.

- The student's acceptance shall be cancelled if it is discovered that he has been accepted at another university and has not withdrawn from that university.

- Acceptance priority in the university's colleges and programs is for graduates of the same admission year.

- The university has the right to cancel admission to programs that do not meet the criteria.

- Upon admission, all students undergo a Pre-Professional Year in health sciences. Based on their cumulative grade point average (cGPA) and preferences, students with a GPA >3.25 are then placed into the Anaesthesia Technology Program, considering program capacity.

Regulations and Executive Rules for External Student Transfer from Others Universities

From the Executive Rules of the Study and Examination Regulations for the Undergraduate Level at King Khalid University

Article 23 – Student Transfer Regulations

A student may be accepted for transfer from outside the university in accordance with the following conditions:

1. The student must have studied at a local or foreign university/college or an educational institution licensed by the competent authority in the country of study.

2. The student must not have been dismissed from their previous university for disciplinary reasons.

3. Any additional conditions set by the University Council.

Executive Rule

Without prejudice to the provisions of Article (Twenty-Three) of the Study and Examination Regulations for the undergraduate level, the transfer of students from outside the university shall be permitted in accordance with the following conditions:

- The student must be Saudi or the child of a Saudi mother.
- The student must have studied at a local university or college classified by the Ministry of Education, or at a foreign university/college or educational institution licensed by the competent authority in the country of study. The university has the right to make exceptions if deemed necessary.
- The student's academic status must be regular.
- The student must have a cumulative GPA for at least two semesters including at least one semester at the university from which they request transfer.
- Courses previously completed by the student at the university from which they are transferring will be considered for equivalency at King Khalid University, and credits awarded accordingly.
- Only the student's most recent academic record will be considered for transfer.

- The student must not have studied at the transferring university for more than two academic years.

- The student's requested major must be an extension of their previous major at the transferring university.

- Transfer from one academic degree to a higher academic degree is not permitted. However, the Deanship of Admission and Registration may transfer a student from the bachelor's degree to the diploma program according to available seats.

- All transfer requests are subject to the actual capacity of the department or major, and selection will be based on students' cumulative GPAs.

- Transfer requests must be submitted electronically through the admission portal, within the period specified in the announced academic calendar.

- The student must not have previously transferred from one university to another.

- For transfer into medical majors, selection will be based on a weighted average as follows:
    o 30% of the student's cumulative GPA.
    o 70% of the admission percentage for the year of entry.
    o The percentage will be converted into a GPA scale of 5. The applicant's GPA must not be lower than the minimum GPA of students previously transferred within the university.

- The Deanship of Admission and Registration may direct the applicant to another major upon approval.

- The Deanship of Admission and Registration will determine the number of external transfer students for each college according to the number of vacant seats for the transfer semester (including withdrawals and dismissed students), and shall notify the college. The number of transferred students must not exceed 20% of the admitted students in the same year.

- Upon accepting an external transfer student, the previous period of study will be counted within the regular study duration, and the remaining period will be treated in accordance with the Student Scholarship and Rewards Regulations.

- The University Council has the right to exempt students of fee-paying programs (parallel programs) from some transfer conditions.

Regulations and Executive Rules for Internal Student Transfer within King Khalid University

From the Executive Rules of the Study and Examination Regulations for the Undergraduate Level at King Khalid University

Article 25 – Student Transfer Regulations

A student may be transferred from one college to another within the university, from one department to another within the college, and from one major to another within the department, in accordance with the regulations of the University Council or its authorized representative.

Executive Rule

A student may be transferred according to the following conditions:

- The transfer may take place only once during the student's study at the university, whether from one college to another, from one department to another, or from one major to another within the college's programs.
- The student's academic status must be regular (enrolled and in good standing).
- The student must have a cumulative GPA after completing at least two semesters.
- A student may withdraw their transfer request during the same semester, provided that no course has been registered for them in the new major.
- The student must not have studied more than 4 semesters in the bachelor's program or 2 semesters in the diploma program.
- Transfer requests must be submitted electronically through the student's account in the Academia system, during the period specified in the announced academic calendar.
- All transfer requests are subject to the actual capacity of the department or major, and selection is based on students' cumulative GPAs.

- The Deanship of Admission and Registration shall determine the number of transfers to each college according to the number of available seats in the transfer semester, taking into account:
  - Students transferred from outside the university.
  - Withdrawn students.
  - Students whose enrolment has been suspended.
- The number of transferred students in each program must not exceed 20% of the number of admitted students in the same year, and the concerned college must be notified accordingly.
- The Deanship of Admission and Registration may transfer a student from the bachelor's degree to the diploma program, assigning a new university ID, according to the available seats. The previously studied period will be counted within the regular study duration, and the remaining period will be treated according to the student scholarship and rewards regulations.
- Transfer to health-related majors is restricted to students of medical-related disciplines, provided that the student has completed all the first-year courses.
- An externally transferred student (from another university) is entitled to apply for one internal transfer after joining the university, in accordance with the internal transfer regulations.
- The University Council has the right to exempt students of fee-paying programs (parallel programs) from some of the transfer conditions.

Facilities and Students Supports

Facilities

1. **Learning Resources**

The campus libraries provide physical and online resources that include over 60 databases, 5000 books and 6200 e-journal access.

2. **Facilities and Equipment**

- The College classrooms are equipped with smart boards, computers, microphones, and fast internet.

- The College library is well-established with all needed textbooks, e-journals and databases.

- Students will have access to the King Khalid University e-library.

3. **Arrangements to Maintain a Healthy and Safe Environment**

Students will be allocated to the operating room under the supervision of the anaesthesia care team, Following policy and procedure in the hospital.

In the university following the university by law.

- Safety is a core value at KKU which is committed to the continued advancement of an institutional safety culture with strong programs of personal safety, accident and injury prevention, wellness promotion, and compliance with applicable environmental and health and safety laws and regulations.
- Adherence to good health and safety practices and compliance with applicable health and safety regulations are the responsibility of all faculty members, staff, and students. The responsibility for good health and safety practice begins with the supervisors in the workplace, laboratory or classroom and proceeds upward through the levels of management.
- KKU reviews legislation, recommends policies, and monitors compliance with environmental health and safety laws and regulations.

- KKU provides guidance and technical assistance to supervisors and managers in the Departments, and other work units in identifying, evaluating, and correcting health and safety hazards.

- KKU provides fire prevention, inspection, engineering and systems maintenance services, and hazardous waste management and disposal services.

- Faculty, Staff and students are responsible for keeping themselves informed of conditions affecting their health and safety, participating in safety training programs as required by KKU policy and their supervisors and instructors, and adhering to health and safety practices in their workplace, classroom, and laboratory.

Students Supports

1. **Guidance and Orientation Programs for New Students**

- An annual Orientation Ceremony is held at the beginning of the academic year, organized by the Deanship of Student Affairs in collaboration with the College of Applied Medical Sciences.

- Guided tours of the college facilities and department resources.

- Workshops covering essential topics such as:

- Study techniques and academic expectations.

- Introduction to university e-learning and learning applications.

- Coping strategies for academic life.

- Students are provided with a handbook that includes information about regulations and policies in the university such as Students' Rights and Responsibilities Bylaws, and Study and Examination Bylaws.

2. **Student Counselling Services**

An academic counsellor will be assigned to each student, with counselling sessions designed to provide comprehensive support throughout their academic journey. These sessions are strategically structured to occur at least twice per semester while offering flexible and responsive support for students experiencing various academic or personal challenges.

The counselling sessions are conducted with a primary focus on evaluating students' academic performance and identifying any underlying issues that may potentially impact their educational progress. When challenges are identified that require more extensive intervention, the counsellor has a structured mechanism to escalate concerns to the College Guidance and Counselling Unit, ensuring that students receive comprehensive and multi-layered support.

For Further information about College Guidance and Counselling Unit Please Contact the Head of Counselling Committee:

Name: Dr. Rayan Ibrahim Hasan Bin Dahim

Email: rihasan@kku.edu.sa Phone Number: 0712407588

3. Special Support Programs

For Low Achievers

- Personalised academic coaching with faculty mentors.
- Remedial classes to strengthen foundational knowledge.
- Study skills workshops on time management and exam preparation.
- Continuous assessment through quizzes and feedback sessions.

For Disabled Students

- Flexible scheduling for lectures, exams, and clinical training.
- Student Academic advisors guide the students throughout their academic lives and help them to solve problems which might hinder their educational journey.
- Dedicated counsellors for academic and psychological support.
- Accessible learning resources such as audio lectures and digital material.

For Gifted and Talented Students

- Advanced clinical exposure with specialized anaesthesia techniques.
- Leadership opportunities in student organizations and academic societies.
- Participation in research projects, competitions, and national conferences.

Grading System and Grading Point Average (GPA)

- Course grading system: It is the scale by which the final mark of each course is classified into a grade interval.

- Course final mark: It is the total of all semester work marks such as midterms, projects, and assignments, practical and/ or class participation plus the mark of the final examination.

- Semester GPA: It is the GPA calculated for the credit hours completed in one semester.

- Cumulative GPA: It is the GPA calculated for the credit hours completed in all the semester

- Grade Weight: It is a numeric worth assigned for grades that are included in the GPA calculations.

Internship and Clinical Training

- Clinical Rotations: Hands-on training in affiliated hospitals.

- Supervised Anaesthesia Practice: Students work under the guidance of anaesthesiologists.

- Assessment and Competency Evaluation: Regular evaluations of practical skills.

- Exposure to Specialised Anaesthesia Fields: Pediatric, obstetric, and trauma anaesthesia training.

Research Opportunities and Student Engagement

- Encouragement to participate in faculty-led research projects.

- Access to research grants and publications.

- Opportunities to present at national and international conferences.

- Student involvement in anaesthesia technology innovations and case studies.

Career Pathways and Future Opportunities

- Employment in government and private hospitals.

- Opportunities in medical research and education.

- Advanced studies in anaesthesia technology and related fields.

- Career advancement into leadership and specialised anaesthesia role

Study and Examination Rules and Regulations

These Study and Examination Regulations represent one of the most important academic documents at King Khalid University, as they organise the educational process and contain detailed information about all academic programs at the university. They include all the executive rules for academic procedures that are used in admission, registration, and study processes throughout the student's university journey.

For Further Information About Study and Examination Regulations Please Visit These Links!

النسخة العربية

https://dar.kku.edu.sa/sites/dar.kku.edu.sa/files/2024-
10/لائحة20%الدراسة20%والاختبارات20%لعام20%١٤٤٦20%هـ.pdf

English Version

https://amskh.kku.edu.sa/sites/amskh.kku.edu.sa/files/2022-
02/KKU%20Study%20and%20Examination%20Policies%20and%20P

KKU Students' Rights and Responsibilities Guide

This manual outlines the fundamental rights and responsibilities of students to ensure a productive academic environment that supports learning, personal growth, and mutual respect within the university community.

Students' rights at KKU include

1. To have a student handbook, containing information about the university, its regulations, and its facilities.

2. To have an orientation program addressed to newcomers.

3. To be treated fairly and with dignity regardless of age, colour, creed, disability, marital status, national origin or ancestry, race, religion or sex.

4. To take their feedback into account after education assessment to improve the quality of education at the university. Students will evaluate the material they have studied and the faculty members who taught them. Students should treat this issue with high credibility - free from any personal, partisan, or tribal prejudices.

5. To create and establish the appropriate academic environment for students to accomplish high-standard understanding and study more easily by making all educational sources accessible to serve this goal.

6. To get the learning material and have access to any related knowledge in accordance with the university provisions and regulations that organize the academic work.

7. To obtain study plans from the faculty or the department and the available academic programs, as well as to concede the schedule before commencing studies; to register for the courses offered to them by the registration system, and make sure that fair guidelines are followed during registration period; to take registration priorities into account when achieving the wishes of all students becomes impossible.

8. To withdraw from or add any course, or to drop the entire semester, according to what the system of registration at the university permits during the period specified for that purpose.

9. The full commitment of the faculty members to the date and time of lectures, and commitment to teach the theoretical and practical material effectively and never cancel a lecture or change its date unless there is a necessity. If alternative lectures are needed, they should be given in coordination with the students and the department concerned. Asking questions and discussing the material with the professors without restraints whether that was during the lecture or during the specified office hours. Exam questions should be taken for the material which was taught, or the topics which were discussed or highlighted during class, and grades should be fairly distributed among topics.

10. To prepare and conduct all scheduled exams in the syllabus. Students should be informed of the dismissal from the course before the final exam.

11. To be provided with model answers for the examination's questions of each semester and the distribution of points according to which the evaluation of the student's performance stands.

12. To revise his/her answer sheet of examinations in accordance with the provisions and regulations issued by the university concerning these matters.

13. To facilitate the students' access to their full rights decided by academic or administrative bodies based on the university provisions and regulations.

14. To know the results obtained in all monthly, quarterly, and final exams performed after they have been corrected and approved.

15. Commitment of the faculty members and the staff workers to show respect to students and entail them their academic and human rights.

16. Using the electronic system to monitor grades and documenting absence, provided it should not be delayed more than a week.

17. Notify the student of his/her total scores of their practical and quarterly works.

18. To enjoy subsidized care and social services provided by the university, and to participate in the activities undertaken in accordance with the university regulations and instructions concerning these matters.

19. To enjoy adequate health care treatments at the health care centres and the hospitals of the university.

20. To use the services and facilities of the university (libraries, cafeteria, etc.) and in accordance with the rules and regulations in place at the university.

21. To get incentives and rewards and other regular financial aids especially for distinguished students.

22. To be nominated to training courses and internal and external programs and tours, and to increase their participation in the cultural activities and the activities of community service and voluntary works.

23. The right of complaint or grievance of anything reflected upon him in his relationship with faculty, department or college or any unit of the university. The complaint or grievance process should be followed in accordance with the rules of the organization for the Protecting Students Rights Unit and enable the student to know the result of his/her complaints by the party responsible for them.

24. To enable the student to defend himself/herself before any university entity in any disciplinary case raised against them. Also, any decision cannot be taken until he/she attends the session and gives his/her account of the story. If the student did not attend with no acceptable excuse, a default judgment will be issued an hour after the student being summoned for the second time.

25. To appeal the disciplinary decision issued against the student accordance with the rules laid down in this regard under the provisions of disciplining students.

26. Maintain the contents of the student's personal file within the university and the integrity of dealing with it. These files are not to be handed to anybody except the student himself/herself or their guardians or their authorised representative by investigators or the judiciary or other governmental entity.

27. The university shall not disclose the contents of a student's file unless the publication comes because of the decision of disciplinary punishment against the student.

28. The right of students with special needs to receive an appropriate service, which meets his/her needs according to the regulations and rules considered.

Students' responsibilities at KKU include

1. Attending classes and doing the required tasks.
2. Respecting faculty members, staff workers, and other people on campus.
3. Respecting the rules and arrangements relating to the operation of the lectures.
4. Preparation of research and other academic requirements in accordance with scientific integrity and disciplinary action will be taken against students for cheating in any form.
5. Obeying the rules and arrangements for the exams and the system.
6. Following the directions and instructions given by the official in the class/lab room.
7. Obeying university systems, regulations, instructions and decisions issued.
8. Carrying the ID card while at the university.
9. Not to cause any damage to the facilities of the university.
10. Obeying instructions of arranging, organizing and using university facilities and equipment.
11. 1Respecting the dress code and behaviour suitable for undergraduate and Islamic norms.
12. To maintain silence and behave with tranquillity in the university premises and to refrain from smoking on campus.
13. Do not initiate and hold an event/activity outside the campus by the name of the University without having written approval from the university.

For Further Information About KKU Students' Rights and Responsibilities Guide Please Visit This Link

النسخة العربية

https://amskh.kku.edu.sa/sites/amskh.kku.edu.sa/files/2022-
02/دليل%20الحقوق%20والواجبات%20لطلاب%20وطالبات%20جامعة%20الملك%20خالد.pdf

English Version

https://amskh.kku.edu.sa/sites/amskh.kku.edu.sa/files/2022-
02/KKU%20Students%20Rights%20and%20Duties-FIXED.pdf

University Student Code of Conduct and Discipline

King Khalid University has established a code of conduct and disciplinary rules for all students. These regulations aim to ensure fairness, protect student rights, and maintain an environment conducive to the university fulfilling its academic role.

Violations Requiring Disciplinary Action

Any breach of Islamic ethics, laws, and University instructions is a violation necessitating discipline, particularly including the following:
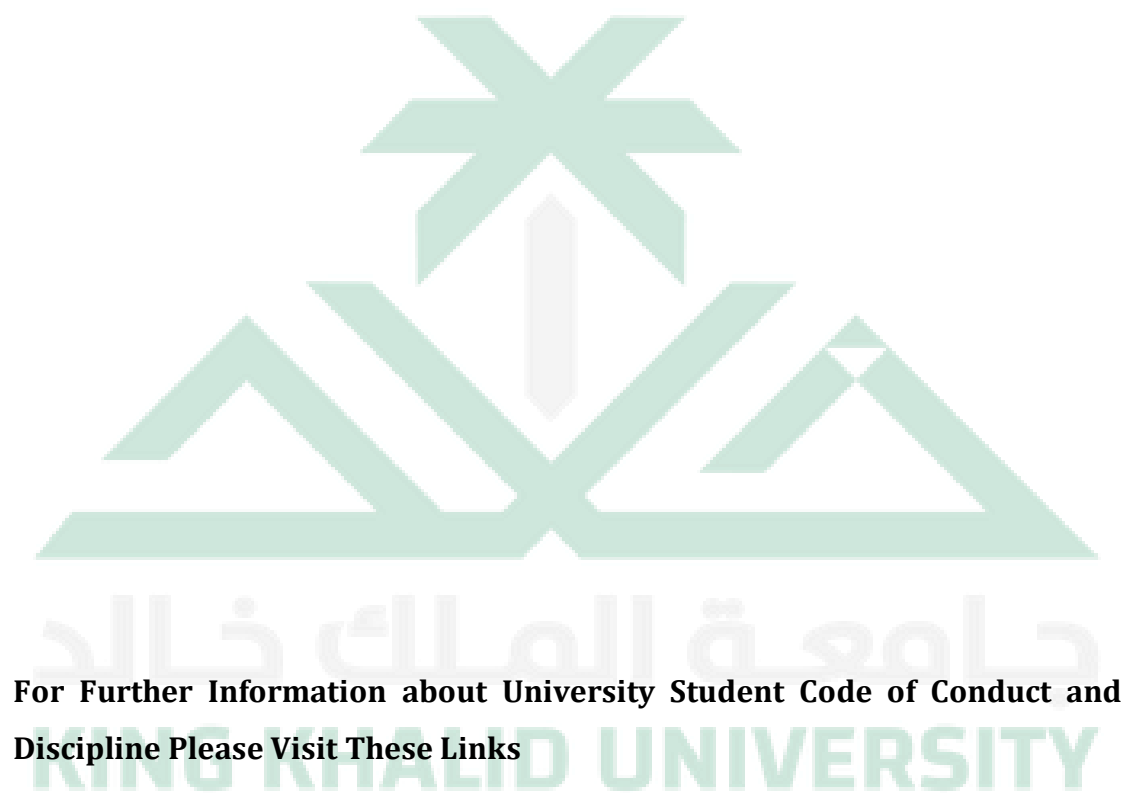
1. Failure to perform Islamic obligatory rituals.
2. Any words or deeds prejudicial to religion, honour, dignity, or good conduct, inside and outside the University.
3. All forms of violation of Islamic ethics and common sense.
4. Bringing and possessing films, images, and magazines contrary to Islamic ethics inside the University and its facilities.
5. Raising voices indecently, particularly near lecture halls, and raising the volume of recording devices inside the campus.
6. Acts violating University laws and instructions, impairing premises and facilities.
7. Disrupting lectures, exercises, activity programs, and scientific lessons, or bringing what causes such disruption.
8. Abusing cell phones, camera phones, Bluetooth in any way whatsoever
9. Any damage, attempted damage, abuse, or defacement of University premises and assets including furniture, devices, materials, printouts, and others.
10. Non-compliance with university housing regulations, and any form of misuse of its assets.
11. Any form of forgery.
12. Smoking inside the university premises and facilities.
13. Any offence to any university members, including the teaching staff, employees, and male/female students, a violation against their properties, and attacks against any individual inside the campus, including the employees of other companies and service institutions.

14. Establishing associations, organizing conferences, or issuing and distributing pamphlets without prior consent from competent bodies

15. Non attendance at the dormitories without a prior written notice and without a valid excuse, or receiving and welcoming visitors without the knowledge of dormitories supervisors

16. Violating exam instructions or order (e.g bringing cell phones or any cheating tool in the exam, attempting to cheat, helping therewith, and cheating in curricular reports, research, and projects)

17. Entering the exams instead of a student by any male/female student or vice versa.

18. Bringing camera phones or any similar devices, by a female student, inside the university's colleges and units.

19. Bringing female visitors or fellows (without a prior consent) into the college by female students.

20. Non compliance with ethics and values onboard university buses

21. Bringing hazardous and banned material and all types of weapons inside the university premises and facilities.

Student Right to Appeal

1. Appeals must be submitted within 15 days of the incident or penalty. The right expires after this period.

2. Appeals are submitted to the head of the relevant authority, or their direct superior if the appeal is against the head.

3. Appeals are registered, and the student is notified of submission and result dates.

4. The Permanent Committee for Student Rights examines the appeal.

5. The Committee may refuse invalid or repeatedly invalid appeals, with justification and student notification.

6. If accepted, the Committee studies the situation and may consult relevant parties, respecting hierarchy.

7. University personnel must respond to referred appeals within 5 working days.

8. The Committee must notify the student of the result within 30 days of receipt.

9. Official holidays are excluded from the periods mentioned.

10. The person who is the subject of the complaint must not attend committees or official meetings that may be held to vote on or decide the acceptance of the appeal or its outcomes.

For Further Information about University Student Code of Conduct and Discipline Please Visit These Links

النسخة العربية

https://law.kku.edu.sa/sites/law.kku.edu.sa/files/inline-files/خالد%20الملك%20جامعة%20في%20الطلابي%20والانضباط%20السلوك%20قواعد.pdf

English Version

https://amskh.kku.edu.sa/sites/amskh.kku.edu.sa/files/2022-02/student%20Discipline%20regulations.pdf

KKU's Scientific Integrity Policy

At KKU, research integrity is the foundation of credible, high-quality research. The Basic Principles of Scientific Integrity (3) applied by the University are:

1. Reliability

Reflected in methodology and design, ensuring the quality of research through proper use of resources, accurate analysis, and sound interpretation.

2. Honesty

In preparing, conducting, reviewing, and publishing scientific research results with fairness, inclusivity, transparency, and without bias.

3. Respect

For research participants, colleagues, the community, cultural heritage, and the environment.

4. Accountability

Beginning with the research idea, through its implementation, management, and supervision, to guiding contributors and organizing efforts, and finally considering the ultimate impacts on society.

Upholding these principles builds trust and strengthens KKU's role in advancing knowledge and community development.

For Further Information about KKU's Scientific Integrity Policy Please Visit This Link

النسخة العربية

https://myfiles.kku.edu.sa/public/qr/IOVR63GMB8NVRESOY33K.pdf

KKU Student Guide for Admission and Registration

This comprehensive guide serves as an essential reference for students seeking information about the academic processes at the university. It provides detailed explanations of study regulations, examination procedures, and operational rules to help students navigate their academic journey successfully.

Contents:

- **Academic Scheduling:** Timetable, registration periods, important dates
- **Semester Management:** Policies for deferring semesters/courses, deadlines
- **Study Interruptions:** Procedures for postponement, withdrawal, dissemination from study, re-enrolment.
- **Academic Achievement:** Criteria for rewards, available honours, application process
- **Visiting Students:** Eligibility, registration, credit transfer policies
- **Programme Modifications:** Procedures for changing majors/study type, required documentation.
- **Extensions:** Policies for additional semesters, requirements for extending study
- **University Withdrawal:** Complete withdrawal procedures, readmission information
- **Examination Policies:** Procedures for missed finals, alternative testing options.
- **Acceptable Excuses:** Valid reasons for alternative exams and required documentation.
- **Graduation:** Requirements, application process, degree conferral timeline
- **Performance Metrics:** GPA calculation, ranking system, academic standing.

For Further Information about KKU Student Guide for Admission and Registration Please Visit This Link!

https://amskh.kku.edu.sa/sites/amskh.kku.edu.sa/files/2022-02/KKU%20Student%20guide%20for%20Admission%20and%20Regi

Student Affairs

Student Affairs is dedicated to supporting students' comprehensive development through strategic extracurricular activities. The deanship aims to help students invest their free time productively, build balanced personalities, and achieve academic excellence by providing diverse programs that foster personal growth, skill development, and social engagement. The deanship has developed Mohtam, a digital platform that centralises and enhances student support services.

Key Systems and Services

1. Procedural System: Manages student financial advances, support grants, and student fund services.
2. Financial Management System: Handles student fund accounting and financial operations.
3. Comprehensive Services System: Facilitates official correspondence for student exemptions and government-related documentation.
4. Student Clubs System: Enables students to register and participate in university-wide student clubs and organisations.
5. Events and Documentation System: Provides a platform for tracking and documenting student events, including certificate issuance.
6. Cultural Olympiad System: Streamlines student registration and participation in cultural competitions.
7. Document Verification System: Allows verification of certificates and documents issued through the Mohtam platform.
8. Human Resources System: Manages HR services for student fund personnel.

For Further Information about the Student Affairs Please Visit This Link!

https://sa.kku.edu.sa/index.php/ar/node/689

College of Applied Medical Sciences Club in Khamis Mushait

A student club that focuses on extracurricular programs and diverse activities aimed at building student character and developing leadership skills through:

- Cultural and educational activities
- Social and recreational programs
- Volunteer work and community service.
- Purposeful student initiatives
- Training courses and workshops

The club aims to refine students' talents and develop their capabilities in line with their scientific specializations, in addition to promoting positive values and team spirit.

For Further Information about College of Applied Medical Sciences Club in Khamis Mushait Please Visit This Link!

https://sa.kku.edu.sa/ar/taxonomy/term/442

For registration!

https://mysso.kku.edu.sa/cas/login?service=https://itcsvc.kku.edu.sa/
KKU_StudentsClubs/faces/index.xhtml