**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 | **Contact Information**  **Address**  **Telephone**  **Email** |
| Name and Contact Details for the College Vice Dean for Quality Assurance (if any) | **Contact Information**  **Address**  **Telephone**  **Email** |
| Name and Contact Details for the Head of the Department | **Contact Information**  **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:   1. employed |  |
| 1. enrolled in further study |  |
| 1. 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** |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |

* \***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**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Postgraduates** | | | | | | **Undergraduates** | | | | **Nationality** |
| **Ph.D.** | | **Master** | | **Higher Diploma** | | **Bachelor** | | **Diploma** | |
| **F** | **M** | **F** | **M** | **F** | **M** | **F** | **M** | **F** | **M** |
|  |  |  |  |  |  |  |  |  |  | **Saudi** |
|  |  |  |  |  |  |  |  |  |  | **Others** |
|  |  |  |  |  |  |  |  |  |  | **Total** |

**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** |
| **Saudi** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Others** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |  |  |  |  |  |

**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** |
| **Saudi** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Others** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Average** |  |  |  |  |  |  |  |  |  |  |  |  |

**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**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Full or Part Time** | | **List of Courses Taught This Academic Year** | **\*Study Mode** | **Highest Degree Obtained** | **Institution Graduated From** | **Specific Specialty** | **General Specialty** | **Academic Rank** | **Total Years at Current Program** | **Nationality** | **Teaching Staff** | | | **No** |
| **PT** | **FT** | **F** | **M** | **Name** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **1** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **2** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **3** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **4** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **5** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  | **6** |

**\*(On Campus Programs, Distance Learning)**