



College of Applied Medical Sciences  
Department of Dental Health Sciences

**Dental Technology Program**  
**Guidance and Counselling Services**  
**Manual**

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# Dental Health Department

## Vision, Mission and Objectives

### **Vision:**

Regional Leadership with global reputation in the fields of applied dental sciences.

### **Mission:**

To contribute in the promotion of the dental health services to the Saudi Community through graduating qualified dental health professionals with the ability to compete internationally in dental professions, to provide an environment that encourages learning and creativity, and to produce scientific research that contributes in building the knowledge society.

### **Objectives:**

1. Provide dental health programs according to quality standards and academic accreditation.
2. Prepare dental health care professionals with high conceptual, professional, leadership and research skills.
3. Provide academic and administrative environment that encourages learning, productivity and creativity.
4. Support conducting and publishing dental health research that contribute to technological and dental advances.
5. Establish effective partnerships with distinctive educational organizations and research centres locally and abroad.
6. Effectively contribute in community services and development.

The main purpose of academic counselling is to facilitate the academic process for each student and to overcome obstacles, on the way, successfully through this important stage of his life. Thus, it is inevitable to appoint a Committee for Academic advising at the division level to regulate the counselling and then appoint a faculty member as an advisor for each grade level, who would be responsible for following up this level until graduation.

## **Objectives of the Academic counselling**

- To facilitate the learning process through the active participation of students and enable them to:
  - determine the educational objectives appropriate to their abilities and aspirations
  - Improve their academic skills to overcome academic difficulties facing them.
  - Access to academic information and guidance and to increase awareness of the university message, its objectives and regulations.
  - participate in extra-curricular activities, discovery and development of talent
- To study cases of delinquent, drop-out students and to try to reduce and treat these problems.
- To guide and follow up students during their study at the university

## **Responsibility and role of students in academic counselling**

Students have a central role in the process of academic counselling. They have the responsibility to ask for counselling from the academic counsellor. This will assist them in developing study plans, and to achieve the highest return from academic advising contacts. Student must be encouraged to make use of contacts with their advisors by:

1. Informing them with the Office Hours of the academic advisor.
2. Setting a date with the academic advisor, preferably to start the contact prior to each semester and to strive to identify those appointments early.
3. Reviewing college manual, which explains all requirements that is needed by the department.
4. Setting a target date for graduation and consult with his/her academic counsellor.
5. Sharing with the academic advisor to develop a syllabus with a schedule including what is being planned to be studied in the following coming semester.
6. Asking all questions that come to his/her mind. The academic advisor can help when a student has a clear vision of what he/she is planning to do.
7. Bearing the responsibility for his academic progress. Where advice and guidance is an important tool for success, but above all a student, is primarily responsible for his/her success.