



## College of Pharmacy

# Program Guide



## Program Mission

Preparation of qualified and professional pharmacists able to compete in the labor market, acquire the skills of problem-solving via scientific pharmaceutical research, and contribute to improving the health care for patients



## Vision

The Faculty of Pharmacy, Najran University has to achieve educational andresearch leadership and service in Pharmaceutical Sciences at the local, regional and global



## **Program Goals**

- 1- To provide students with basic knowledge and concepts in the pharmaceutical field and related sciences.
- 2- To provide student with the basic skills for professional practice in pharmacy
- 3- To improve the health care for the community
- 4- To develop the students' skills of scientific pharmaceutical research
- 5- To improve students' career opportunities through the pharmaceutical field training.



The graduates of the program should have:

- Deep and specific discipline knowledge in the pharmaceutical field.
- 2. The ability for critical thinking and problem-solving in the pharmaceutical field.
- 3. Adherence to the national identity and Islamic values
- The ability to work in a teamwork with good communication skills with the other medical and health care providers.
- The ability to demonstrate responsibility for actions and decisions at the work according to ethical standards
- The ability to work with different nationalities according to the ethics and professional standards of practice
- 7. The ability to use the information technology effectively
- The ability for self-learning and collecting scientific resources to remain up to date with the growing scientific and technological aspects of the profession



### Fundamental values

- Excellence: in the fields of education and scientific research to serve the community.
- Efficiency: through cultural and scientific knowledge of different individuals.
- 3. Competitiveness: promote the principle of competition to ensure continuous innovation and development.
- 4. Quality: by adopting international academic standards to prepare program specification to receive community satisfaction through preparation a conveniently graduate.
- Teamwork and the exchange of experiences and knowledge.
- Credibility: matching the verb to say.
- 7. Transparency: clarity in all activities and decisions and transactions.
- Accountability: administrative, financial and academic responsibility of faculty leaders.
- Justice: enforce absolute justice between workers and in assessment of students.



## Program learning Outcomes

## Knowledge:

- K1. Demonstrate the facts and concepts of anatomy, histology, physiology, immunology, microbiology, and pathology of human related to pharmacy.
- K2. Identify the facts, concepts, rules, and theories of chemistry, biochemistry, and chemistry of natural products, alternative and complementary medicine.
- K3. State the principles, concepts of pharmaceutical dosage forms, drug delivery systems, and biopharmaceutics as well as rules of quality assurance of pharmaceutical industry.
- K4. Demonstrate the concepts and facts of the pharmacology of drug use and interactions and toxicity, as well as the aspects of pharmacotherapeutics, clinical pharmacokinetics, drug information, clinical skills, ethics, regulations of practice and marketing of pharmaceutical preparations



#### Skills

- S1. Evaluate the possible therapeutic applications, interactions or interferences of drugs and pharmaceutical compounds.
- S2. Plan strategies for solving problem in the field of pharmaceutical sciences.
- S3. Interpret the scientific data and information related to the drugs, compounds and their effective use
- S4. Communicate clearly by verbal and written means with all staff and colleagues in the medical fields as well as with patients



## Competences

- C1. Work independently, professionally and in a team work
- C2. Use of personal values and ethical principles in the field of work
- C3. Use of advanced techniques in developing solutions to complex issues in the field of work



## Career Opportunities for Pharmacists:

The career development path of the pharmacists is quite steady. The program aims at graduating qualified pharmacist to work in the following sectors:

- 1. Pharmacies: Community and Hospital Pharmacies
- 2. Drug and Poison Information Centers (DPICs)
- General Analytical Labs for Drug such as Therapeutic Drug Monitoring Labs (TDM), Quality
   Control and Food Analysis Centers
- Pharmaceutical industry.
- Medical Representation and promotion for Pharmaceutical Companies.
- Faculty member (Research and Development; R&D)
- 7. Supervision and Managerial Roles
- 8. Drug Stores



## Program Administration





#### College Departments

- Pharmaceutical Chemistry department (PHCH)
- Pharmacognosy department (PHGN)
- Pharmaceutics department (PHCU)
- Pharmacology department (PHCL)
- Clinical Pharmacy department (PHCP)

#### Program Study System:

- The study in the pharmaceutical sciences program runs on a tiered system (eight levels) and the duration of the academic level is one semester. There can be a summer semester whose duration is calculated half of the duration of the main semester
- The student progresses in the study and succeeds in the courses of the academic levels, according to the rules of the transition from one level to another as follows:
  - The student is transferred from his level to the next level if he successfully passes all the courses of that level
  - The student is considered failed if he does not succeed in all the courses of the level in which he is enrolled and remains at the same level until he finishes all his courses
- The graduation requirements for obtaining the academic degree are divided into levels
  according to the study plan approved by the University Council.



## Admission requirements

The admission requirements for freshmen:

- The applicant must hold a Saudi nationality or be born of a Saudi mother.
- The student should hold a general Saudi secondary school (high school) certificate or its equivalent from within Saudi Arabia or from other countries.
- 3. He/she should have obtained the secondary school certificate in a period of less than 5 years prior to the date of application; and the Rector has the authority to exclude in case of convincing reasons.
- He/she should pass any aptitude exam or interview.
- He/she must have a record of good reputation and behavior.
- 6. Being physically fit.



- He/she must obtain the approval of his/her employer in case of being employee in government or private agency.
- He/she should satisfy other conditions stipulated and announced by the NU Board at the time of application.
- The applicant isn't holder of a bachelor's degree from another university.
- The student should not have been dismissed from any other university for disciplinary or academic reasons.
- 11. After final admission to the university, the student spends the first year at the preparatory year where he/she studies some courses that prepare him/her for academic studies.
- 12. After the completion of the preparatory year study, students are admitted to the College of Pharmacy based on their academic GPA in the preparatory year, where the acceptance rate in the college is determined periodically



## Registration of courses

- 1. The minimum academic load for registering courses is (12 credit hours) per semester, and the upper limit for the number of study units is (20 credit hours) and according to what is included in the program's study plan depending on GPA of the student. The rector has the authority to increase the academic load to (24) credit hours for the students expected to graduate
- The student can register online (if he/she is not academically disqualified) before the start of each semester provided that there must be no opposition in the student schedule of classes
- The primary registration is dropped for the students, who didn't confirm their registration in the first week of the semester (or the summer session)
- 4. The student is allowed to modify his/her registration of courses via the e-portal through adding and dropping of courses (according to the identified period in the academic calendar) based on the following requirements



- 1. There must be no opposition in the student schedule.
- The course must be involved in the study plan.
- 3. The desired section admits extra students.
- 4. No prerequisite or the prerequisite is achieved
- Adding of courses must not exceed the maximum credit hours (20) except for the students expected to graduate (24 h)
- 6. In case of adding courses for students having less than the minimum load and student can not register more courses from his/her level the addition may be from the two levels following the level in which the student is enrolled according to the above registration rules
- 7. When it is not possible to register the student from the courses of the next academic level (due to the inconsistency or failure to complete the previous requirement or to terminate all the courses of that level) he completes his academic load from the courses of the next permitted levels. if it is not possible to complete his study units after that, he will be satisfied with the units of study that were available to him until If the number was below the minimum.

### Course Assessment schedule for Students

## A. For courses that have laboratory practical work

|   | Assessment task*                            | Week Due | Percentage of Total<br>Assessment Score |
|---|---|----------|---|
| 1 | Midterm exam 1                              | - 6      | 15%                                     |
| 2 | Individual assignments or oral presentation | 12       | 5%                                      |
| 3 | Lab. practical quiz                         | 9        | 5%                                      |
| 4 | Midterm exam 2                              | 10       | 15%                                     |
| 5 | Observation card in lab                     | 2-12     | 5%                                      |
| 6 | Final practical Exam                        | 15       | 15%                                     |
| 7 | Final exam                                  | 17       | 40%                                     |
|   | Total                                       |          | 100%                                    |

## B. For theoretical courses (that have not laboratory practical work)

|   | Assessment task*                            | Week Due | Percentage of Total<br>Assessment Score |
|---|---|----------|---|
| 1 | Midterm exam 1                              | 6        | 20%                                     |
| 2 | Individual assignments or oral presentation | 12       | 5%                                      |
| 3 | Observation card                            | 2-12     | 5%                                      |
| 4 | Midterm exam 2                              | 10       | 20%                                     |
| 5 | Final exam                                  | 17       | 50%                                     |
|   | Total                                       |          | 100%                                    |

#### Final tests system

- The student is not allowed to enter the final exam after half an hour has passed from its start, and it is not allowed to leave the exam before half an hour has passed since its beginning.
- The regular student is prohibited from taking the final exam in every course in which more than 25% of the number of his lectures is absent.
- 3. If the student is unable to attend the final exam in any of the semester subjects for a compulsive excuse, the College Board may accept his excuse and allow him to be given an alternative test within a period not exceeding the end of the third week of the next semester. That is, the student submits an acceptable excuse to the Dean of the College before the start of the next semester, requesting permission to take an alternative exam.

#### Postponement, apology and dropping out of studies:

- The student submits a request to postpone the study to the Dean of the College two
  weeks before the beginning of the semester to be postponed, supported by the
  supporting documents for his excuse to present it to the College Board.
- The postponement period is not counted as part of the period necessary to complete the graduation requirements.
- The student's interruption of study for a semester without a request to postpone the following:

- The student registration is closed from the university.
- b. The student is required to re-award that semester before being released from the university or re-enrolled.
- The student is assigned a failing grade in all courses of that semester.
- d. A student may apologize for continuing to study a semester without being considered a failed one, if he submits an acceptable excuse to the body specified by the University Council, at least five weeks before the start of the final exams for the semester system students and two months for the annual system students.
- The student who is excused is assigned an excused withdrawal grade (P, W) in all courses of that semester.
- f. A student may not postpone or apologize for more than two consecutive academic semesters or three non-consecutive semesters throughout his stay at the university.
- g. The approval of the student's guardian is required when submitting the request to apologize or postpone.

## Re-registration:

A student whose registration has been withdrawn can apply for re-registration with his number, and his record before discontinuation in accordance with the regulations followed at the university, and it is not permissible to re-enroll a student who was dismissed from the university for educational or disciplinary reasons, and if it becomes clear after his re-registration that he was previously dismissed for such reasons, it is considered canceled from the date of Re-enrollment.

## Graduation:

The student graduates after successfully completing the graduation requirements according to the study plan, provided that his cumulative GPA is not less than acceptable (2 out of 5).

#### Honor ranks:

A first class honors degree is granted to a student with a GPA of (4.75 to 5.00 / 5.00) upon graduation, and a second honors degree is granted to a student who has a GPA of (4.35 to less than 4.75 / 5.00) upon graduation.

## Conditions for obtaining honors:

- That the student has not failed in any course he took at the university or at another university.
- That the student has completed the graduation requirements within a maximum period of average duration between the minimum and maximum stay in his college.
- That the student has studied at the university from which he will graduate no less than (60%) of the graduation requirements.

## Dismissal from the university:

The student is dismissed from the university in the following cases:

- If he obtains three consecutive academic warnings for his cumulative GPA falling below the minimum (2 out of 5), and a fourth opportunity is given to someone who can raise his GPA assuming that he obtains (45 points) from studying (15 units) of study.
- For the Community College, the student is dismissed if he gets two consecutive academic warnings, and he is given a third chance who can raise his GPA on the assumption that he obtains (45 points) from studying (15 units).
- If he does not complete the graduation requirements within a maximum period of (12 semesters) academic.
- The next academic year, requesting permission to take an alternative exam.

#### Transfer System:

First: Transferring from outside the university:

With the approval of the authorized person, the transfer may be accepted from outside the university according to the rules approved by the Student Affairs Committee and according to the following controls:

- The student must be enrolled in a recognized college or university.
- He should not be dismissed from the university from which he is transferred for disciplinary or educational reasons.
- He must meet the approved transfer conditions.
- 4. That the transferred student studies no less than (60%) of the courses at the University of Najran, where the college council equates the courses that the student has studied outside the university based on the recommendations of the departments that offer these courses. In calculating his cumulative rate.
- 5. That the transfer procedures are completed within the period specified by the Deanship of Admission and Registration, provided that it does not exceed the end of the second week of the start of the study, and after completing the formal procedures, the student receives a transfer notice that enables him to study until the issuance of the university card.
- If it becomes clear after the transfer of the student that he was previously dismissed for disciplinary or educational reasons, then his registration shall be deemed canceled from the date of acceptance of his transfer to the university.

#### Visiting student:

The student is allowed to study some courses at another university, and the courses he studied are equivalent to him according to the following controls:

<u>Firstly:</u> A student at Najran University may study as a visitor at another university under the following conditions:

- The student must have an academic record (GPA) for at least two semesters in the college he joined before applying to study as a visiting student.
- 2. A prior approval must be obtained from the student's college to allow him to study as a visiting student with specifying the courses that he will study. The college may require obtaining a specific grade to equalize the course and direct to study by an official letter from the Deanship of Admission and Registration.
- The study must be in a recognized college or university.
- That the course the student is studying outside the university is equivalent in his vocabulary, and his academic units are not less than one of the courses included in the graduation requirements.
- The maximum total of the academic units that can be calculated from outside the university is (20%) of the total units for graduation from Najran.
- The averages of the courses that are equivalent to the visiting student are not calculated within his GPA.

7. The student must provide the Deanship of Admission and Registration with the results obtained within two weeks of the start of the study for the semester that follows the second semester, and if he does not present his results, he will be considered cut off from the study.

<u>Secondly:</u> A student of another university may study at Najran University as a visiting student under the following conditions:

- The student must have an academic record (GPA) for at least two semesters from his university in which he is studying.
- The student should not be dismissed for disciplinary or educational reasons.
- That the student obtains prior written approval from the Deanship of Admission and Registration at his university, to study as a visitor at Najran University, and specifies the courses that the student will study.
- The maximum number of semesters a student is allowed to study as a visitor is two semesters.
- Registration of courses for the student that he wishes to study in according to the registration controls.
- He does not receive a reward from Najran University.
- At the end of his studies, the student is provided with his results in the courses he studied in a letter indicating his grades obtained.

#### Rewards System:

Reward: It is the amount paid to the student (1000) riyals according to specialization rules for the students.

#### Cases in which reward is not paid:

- A Exceeding the statutory period according to the following:
- The apology period is not counted within the statutory period.
- The postponement period is not counted within the statutory period.
- The interruption period is not counted within the regular period.
- 4. The time spent by the transferred student from outside the university is calculated based on the number of study units he studied, so that each (15 study units) is counted for a semester, and what is less than that is not counted.
- B To apologize for studying according to the following:
  - The reward is not paid to the student who has apologized for studying.
  - The reward of the apologized student is not paid from the date of the apology, and the reward that was paid to him during his studies is not refunded until his apology, and the dismissal of the apology is counted within the regular period.
- C Postponement of the study:

The reward is not paid to the student who postponed the study.

D - Academic al-Mundhir:

The reward is not paid to the student who has been given an academic warning.

#### Study Plan of the Pharmaceutical Sciences Program

#### Total number of credit hours = 164 Credit hours

#### First year (pre-pharmacy requirements)

|          |   | Level 1     |           |              |       |
|----------|---|-------------|-----------|--------------|-------|
| 120 000  |   | Credit      | hours     | 155 330      | Total |
| Symbol   | Course                                      | Theoretical | Practical | Prerequisite | hours |
| ENG 140  | English language: Reading                   | 2           |           |              | 2     |
| ENG 141  | English language: Writing                   | 2           |           |              | 2     |
| ENG 142  | English language: Listening<br>and speaking | 2           |           |              | 2     |
| ENG 143  | English language: Grammars                  | 2           |           |              | 2     |
| MATH 140 | Introduction of Mathematics                 | 2           |           |              | 2     |
| ETHC 140 | Thinking and Ideation Skills                | 2           |           |              | 2     |
| TECH 140 | Computer Skills                             | 3           |           | ******       | 3     |
|          | To  | otal        |           | -            | 15    |

|            |                                 | Level 2 |           |              |       |
|------------|---------------------------------|---------|-----------|--------------|-------|
| V280 (S119 | 028.580                         | Credit  | hours     |              | Total |
| Symbol     | ol Course Theoretical Practical |         | Practical | Prerequisite | hours |
| ENG 150    | English language: Speaking      | 2       |           | Contractor / | 3     |
| ENG 150    | Report Writing                  | 2       |           |              | 2     |
| ETHC 150   | Occupational Ethics             | 2       |           |              | 1     |
| SCI 150    | Communication Skills            | 2       |           |              | 2     |
| MATH 150   | Algebraic Sciences              | 2       |           |              | 4     |
|            | T                               | otal    | 1         |              | 12    |

## Second year

|          |                                       | Level 3     |           |               |        |
|----------|---------------------------------------|-------------|-----------|---------------|--------|
| 2117     | 2                                     | Credit I    | nours     | E 200         | Total  |
| Symbol   | Course                                | Theoretical | Practical | Prerequisite  | credit |
| PHCH 211 | Pharmaceutical Organic<br>Chemistry-1 | 2           | 1         | (2-1-1-1-1    | 3      |
| PHCU 231 | Physical Pharmacy                     | 2           | 1         | *****         | 3      |
| ANAT 281 | Anatomy and Histology                 | 1           | 2         | ******        | 3      |
| PHYS 282 | Physiology-1                          | 2           | 1         |               | 3      |
| BICH 284 | Biochemistry-1                        | 1           | 1         | 1970/58719779 | 2      |
| ISLM111  | Islamic Culture- 1                    | 2           |           | *****         | 2      |
| ARB 201  | Arabic Language- 1                    | 2           |           |               | 2      |
|          |                                       | Total       |           |               | 18     |

| Level 4   |  |             |           |              |              |  |  |  |
|-----------|--|-------------|-----------|--------------|--------------|--|--|--|
| Completed |  | Credit I    | nours     | D            | Total credit |  |  |  |
| Symbol    | Course                                   | Theoretical | Practical | Prerequisite | hours        |  |  |  |
| PHCH 212  | Pharmaceutical Organic<br>Chemistry-2    | 2           | 1         | PHCH 211     | 3            |  |  |  |
| PHCU 213  | Pharmaceutical Analytical<br>Chemistry-1 | 2           | 1         |              | 3            |  |  |  |
| PHCP 251  | Introduction to Pharmacy<br>Profession   | 1           |           |              | 1            |  |  |  |
| PHYS 283  | Physiology-2                             | 2           | 1         | PHYS 282     | 2            |  |  |  |
| BICH 285  | Biochemistry-2                           | 2           | 1         | BICH 284     | 3            |  |  |  |
| PHCP 252  | Computer in<br>Pharmaceutical Services   | 1           | 1         | ****         | 2            |  |  |  |
| ISLM 112  | Islamic Culture- 2                       | 2           |           |              | 2            |  |  |  |

| ARB 202 | Arabic Language- 2 | 2 |  | 20000000000 | 2 |
|---------|--------------------|---|--|-------------|---|
| Total   |                    |   |  |             |   |

#### Third year

| Level 5  |  |             |           |              |              |  |  |  |
|----------|--|-------------|-----------|--------------|--------------|--|--|--|
| Combal   | C  | Credit I    | nours     | December     | Total credit |  |  |  |
| Symbol   | Course                                   | Theoretical | Practical | Prerequisite | hours        |  |  |  |
| PHCH 314 | Pharmaceutical<br>Analytical Chemistry-2 | 2           | 1         | PHCU 213     | 3            |  |  |  |
| PHGN 321 | Pharmacognosy-1                          | 2           | 1         |              | 3            |  |  |  |
| MICR 386 | Immunology                               | 1           | 1         | 1.           | 2            |  |  |  |
| MICR 387 | Pharmaceutical<br>Microbiology- 1        | 2           | 1         |              | 3            |  |  |  |
| PATH 389 | Pathology- 1                             | 2           | 1         | PHYS 283     | 3            |  |  |  |
| PHCL 341 | Biostatistics                            | 1           | 1         |              | 2            |  |  |  |
| ISLM 113 | Islamic Culture- 3                       | 2           |           |              | 2            |  |  |  |
|          |  | Total       |           |              | 18           |  |  |  |

| Level 6  |                                   |             |           |              |                    |  |  |  |
|----------|-----------------------------------|-------------|-----------|--------------|--------------------|--|--|--|
| C        |                                   | Credit I    | nours     | D            | Total credit hours |  |  |  |
| Symbol   | Course                            | Theoretical | Practical | Prerequisite |                    |  |  |  |
| PHCU 332 | Pharmaceutics- 1                  | 2           | 1         | PHCU 231     | 3                  |  |  |  |
| PHGN 322 | Pharmacognosy-2                   | 2           | 1         | PHGN 321     | 3                  |  |  |  |
| PHCL 342 | Pharmacology- 1                   | 2           | 1         | PHYS 283     | 3                  |  |  |  |
| MICR 388 | Pharmaceutical<br>Microbiology- 2 | 2           | 1         | MICR 387     | 3                  |  |  |  |
| PATH 390 | Pathology- 2                      | 2           | 1         | PATH 389     | 3                  |  |  |  |
| PHCH 315 | Drug Discovery and<br>Development | 1           |           | PHCH 212     | 1                  |  |  |  |

| ISLM 114 | Islamic Culture- 4 | 2     | <br> | 2  |
|----------|--------------------|-------|------|----|
|          |                    | Total |      | 18 |

## Forth year

| Level 7  |                                 |             |           |              |              |  |  |  |
|----------|---------------------------------|-------------|-----------|--------------|--------------|--|--|--|
| Combal   | C                               | Credit I    | nours     | Downwoodelte | Total credit |  |  |  |
| Symbol   | Course                          | Theoretical | Practical | Prerequisite | hours        |  |  |  |
| PHCH 416 | Medicinal Chemistry-1           | 2           | 1         | PHCH 212     | 3            |  |  |  |
| PHCU 433 | Pharmaceutics- 2                | 2           | 1         | PHCU 332     | 3            |  |  |  |
| PHCL 443 | Pharmacology- 2                 | 2           | 1         | PHCL 342     | 3            |  |  |  |
| PHGN 423 | Pharmaceutical<br>Biotechnology | 2           | 1         | PHGN 322     | 3            |  |  |  |
| PHCP 453 | Basic Pharmacokinetics          | 2           | 1         |              | 3            |  |  |  |
| PHCP 454 | Pharmacy practice- 1            | 2           | *****     | PHCP 251     | 2            |  |  |  |
|          |                                 | Total       | NI.       |              | 17           |  |  |  |

| Level 8  |                                    |             |           |              |                    |  |  |  |
|----------|------------------------------------|-------------|-----------|--------------|--------------------|--|--|--|
| Symbol   |                                    | Credit I    | nours     | December     | Total credit hours |  |  |  |
|          | Course                             | Theoretical | Practical | Prerequisite |                    |  |  |  |
| PHCH 417 | Medicinal Chemistry-2              | 2           | 1         | PHCH 416     | 3                  |  |  |  |
| PHCL 445 | Toxicology                         | 2           | 1         | PHCL 443     | 3                  |  |  |  |
| PHCL 444 | Pharmacology- 3                    | 2           | 1         | PHCL 443     | 3                  |  |  |  |
| PHCP 457 | Pharmacotherapy-1                  | 2           | 1         | PHCL 443     | 3                  |  |  |  |
| PHCP 456 | Clinical Skills for<br>Pharmacists | 1           | 1         |              | 2                  |  |  |  |
| PHCP 455 | Pharmacy practice- 2               | 2           | -         | PHCP 454     | 2                  |  |  |  |

| İ | Total      | 16         |
|---|------------|------------|
|   | 10.000,000 | 1.1.190.00 |

## Fifth year

| Level 9  |   |                                |              |          |                    |  |
|----------|---|--------------------------------|--------------|----------|--------------------|--|
| S        | Course  | Credit hours                   |              | D        | Total credit hours |  |
| Symbol   | Course  | Theoretical Practical Prerequi | Prerequisite |          |                    |  |
| PHCH 518 | Medicinal Chemistry-3                                   | 2                              | 11           | PHCH 417 | 2                  |  |
| PHGN 524 | Recent Approaches in<br>Analysis of Medicinal<br>Plants | 2                              | (            | PHGN 322 | 2                  |  |
| PHCU 534 | Pharmaceutics- 3  | 2                              | 1            | PHCU 433 | 3                  |  |
| PHCU 535 | Industrial Pharmacy                                     | 2                              | 1            | PHCU 433 | 3                  |  |
| PHCP 558 | Pharmacotherapy-2                                       | 2                              | 1            | PHCP 457 | 3                  |  |
| PHCP 559 | Drug and Poison information                             | 1                              | 1            | PHCL 444 | 2                  |  |
| PHCP 560 | Regulations, Ethics and<br>History of Pharmacy          | 1                              | 0.000        | PHCP 454 | 1                  |  |
| Total    |   |                                |              |          | 16                 |  |

| Level 10 |  |              |           |               |              |  |
|----------|--|--------------|-----------|---------------|--------------|--|
| Symbol   | Course   | Credit hours |           | Decre mulaite | Total credit |  |
|          |  | Theoretical  | Practical | Prerequisite  | hours        |  |
| PHCU 536 | Sterile Dosage Forms   | 2            |           | PHCU 535      | 2            |  |
| PHCU 537 | Pharmaceutical Quality<br>Control and good<br>Manufacturing Practice | 2            |           | PHCU 534      | 2            |  |

| Total    |   |   |        |          | 16 |
|----------|---|---|--------|----------|----|
| PHCP 561 | Pharmaceutical<br>Marketing                             | 1 | 100000 | PHCP 454 | 1  |
| PHGN 525 | Herbal and Alternative<br>Medicine                      | 1 | 1      | PHGN 524 | 2  |
| PHCH 519 | Instrumental Analysis of<br>Pharmaceutical<br>Compounds | 2 | 1      | PHCH 518 | 3  |
| PHCU 539 | Cosmetic Preparations                                   | 2 |        | PHCU 534 | 3  |
| PHCU 538 | Over the Counter Drugs                                  | 2 | 1      | PHCU 534 | 3  |

#### Mandatory pharmaceutical training:

| PHTR 501 | Pharmaceutical training (960 training hours) |  |
|----------|--|--|
|----------|--|--|

It will be done on the semester that comes after the tenth level, when students have been passed all courses of the program study plan. Training must be done in Pharmacies of governmental hospitals, community pharmacies as well as pharmaceutical companies and accepted by the collage. During the training period, students are supervised and evaluated by the collage staff members in collaboration with the pharmacy supervisor. B. Pharm. Sc. Degree will be awarded only after the acceptance of the student training report

#### Academic Advising

#### Objectives of Academic Advising:

The main objective of the academic advisor is to guide and direct the student in choosing the appropriate courses according to the academic plan established to obtain the academic degree successfully, and to assist him in overcoming the obstacles encountered in his studies, and to provide advice on matters that affect the course of his education. Therefore, the advisor must study the system. The academic is the main reference to know the policies in place in the institution.

## Academic Advising System in the Pharmaceutical Sciences Program

- Student academic advising system in the program is essentially staffed by the program teaching members in the college with the necessary professional qualifications and well versed in academic program policies.
- The program administration specify the academic advisors for the new students on a regular basis (an academic advisor for each group of students (6-7 students)
- The academic staff members allocate office hours for students' support.
- The program forms students' committees to give consultations to students.
- For psychological and social counseling, the academic advisor connects students with the key with the social, psychological and medical advising agents as a referral agent.

#### The duties of the pharmacy academic advisor are:

- 1- He provides an accurate and timely information about the curriculum, co-curriculum, courses registration, academic load, program attendance policy, college policies, and administrative procedures as resource agent.
- 2- The academic advisor prepares a student file for each student containing student data, study plan, and course registration form, ...... etc.
- 3- He helps students to make sense for the program mission, program's objectives, program outcomes, curricular requirements (e.g., the significance, value, and purpose of education), and extra-curricular experiences (e.g., the importance of out-of-class experiences for student learning and development).
- 4- He connects students with the key academic support, student development services and with the social, psychological and medical advising agents as a referral agent.
- 5- He helps students to gain self-insight into their interests, competencies, and values to enables them to see the "connection" between their academic experiences and their future life plans.
- 6- He promotes students' cognitive skills in problem-solving, decision-making, and critical thinking with respect to the present and future educational choice.
- 7- He corrects the students' behavior and aims in the suitable time and to fulfil the program ILOs.
- 8- He conducts regular meetings with his students and keep a file for each student for effective follow up process.

#### **Complaints and Grievances**

First: Mechanism for dealing with Students' complaints and grievances

- 1- Complaints are placed in the college's complaints and suggestions box, or it is sufficient to submit complaints in sealed envelopes to the program coordinator or the college's representative for academic affairs, or send them via the college's e-mail for complaints on the college's website.
- 2- Complaints boxes are opened and complaints are collected on a weekly basis, as well as those that were sent in sealed envelopes to the program coordinator or the college's vice president for academic affairs, or that were sent via the college's e-mail for complaints on the college's website page.
- 3- Complaints are sent to those involved in the college as soon as they are received
- 4- Complaints are examined and all problems that can be dealt with in a friendly or official manner are decided quickly, taking into account the complete confidentiality of the complaint (the name and data of the complainant are kept with the Complaints and Grievances Committee)
- 5- Complaints that require a response from the scientific departments are submitted to the department heads, provided that the response is through the head of the department within a period not exceeding 15 days.
- 6- In the event that complaints are not resolved by the scientific departments, they are referred to the dean of the faculty
- 7- The committee collects complaints responses and sends them to the owners through its registered means of complaint owners.

## Second: Mechanism for dealing with students' grade grievances

- Students have a right to object to a midterm or final exam grade if they believe it does
  not correctly reflect their performance in the exam within a week from his exam
- Students should discuss the grade with the course instructor.
- If the matter is not resolved with the instructor, the grievance should be discussed with the department head.
- If the matter is still not resolved, it should be discussed with the dean.
- The dean raise the issue to the head of department to for a committee from 3 staff members of the same specialty to revise the papers of the student and decide the grade and the decision will be final.
- If the matter remains unresolved, the student may appeal the issue to the standing committee on grade appeals at the students' cases committee in Najran University.

#### Student rights

According to rules and regulations, the student at the pharmaceutical sciences program has the following rights and privileges:

- Academic evaluation rights: Students have a right to be
  - Evaluated promptly, conscientiously, and without prejudice or favoritism.
  - Evaluated in consistent with the criteria stated at the beginning of the course
  - Evaluated in an atmosphere that values academic integrity.
- Learning environment: Students have a right to have:
  - a. Academic counselling with professional academic adviser
  - Favorable learning environment and climate conducive to learning and thinking quality education.
  - Freethinking according to Islamic teachings and traditions.
  - d. Full Information of study plans, curricula.
  - e. Clear exam regulations and timetables
  - Easy access to course registration and learning resources.
  - g. Easy access of teaching staff in class, labs and office hours.
  - Access to all student facilities, services, events, and activities.
- Classroom rights: Students have the right, to receive reasonable notice of the general content of the course and notice of what will be required of them at the beginning of the course in the form of a syllabus.
- Privacy and confidentiality: Students have a right to security and privacy of information and academic record.
- 5. Grade Appeal: Students have a right to appeal a final exam grade if they believe it does not correctly reflect their performance in the exam. Students should discuss the grade with the instructor. If the matter is not resolved with the instructor, the appeal should be discussed with the appropriate department chair. If the matter is still not resolved, it

should be discussed with the appropriate Academic Dean. If the matter remains unresolved, the student may appeal the issue to the Standing Committee on Grade Appeals.

- 6. Student records: Students have a right to
  - University ID card to use on and outside campus during the study
  - b. Graduation Certificate and educational records accurately reflect their performance.
  - Examine and challenge information in their educational records.
  - d. Participate in Membership of student committees and student organizations according to the rules and regulations.
- 7. Due process: Students have a right to due process in any proceeding involving the possibility of sanctions. This includes the right of notice of alleged violations, the right to be heard relative to the allegations, and the right to impartial decision and review.
- 8. Financial Aid Appeal: Students have a right to appeal a financial aid decision.
- Freedom from discrimination: Students have a right to be free from discrimination.
   University policy prohibits discrimination against a student because of their race, color, identity, national origin, religion, sexual orientation, marital status, or disability.

# Student responsibilities

Student at the pharmaceutical sciences program should:

- Comply with University rules and regulations.
- Avoid misconduct on and off the campus.
- Attendance of lectures and activities.
- Show student ID card upon demand.
- Adhere to proper traditional uniform on campus.
- Avoid cheating and plagiarism.
- Protect University property, equipment, and facilities.
- Proper use of University computing and internet.
- Abstain from unauthorized activities and associations.
- Refrain from issuing unauthorized leaflets and brochures.
- Refrain from unauthorized fund raising.
- Kind treatment of faculty, staff, and employees.

- Keep and maintain official email address.
- Follow up University announcement and information.
- Sincerity in pursuing learning activities.
- Keep time frame for academic services.
- Bring no dangerous material and weapons on campus. announcement and information. Sincerity in pursuing learning activities.
- Keep time frame for academic services.
- Bring no dangerous material and weapons on campus.

## Violations and Penalties

### A. Violations

Infractions include all violations of Islamic faith teachings, laws, University rules, government regulations. Student committing such infractions and violations will be subjected to disciplinary action by College and/or University Disciplinary committees.

- 1. Violation of University regulations and damage its property.
- Intended disruption of education activities and exams.
- 3. Actions and words that threaten dignity and honor.
- 4. Cheating and plagiarism.
- Attending exams on behalf of others.
- Formation of unauthorized associations.
- Assembling unauthorized events.
- 8. Vandalizing University property, facilities, and equipment.
- Unauthorized and unapproved distribution of leaflets and brochures.
- Unauthorized and unapproved collection of donation.
- Unauthorized and unapproved use of camera and filming equipment.
- 12. Forgery in all sorts and forms.
- Contravening University smoking regulations.
- Un respected treatment with other students, faculty, staff, and employees.
- Possession of hazardous material and weapons on campus.
- Absence from University accommodation without notice.
- 17. Failure to comply traditional uniform and attire

# **B. Penalties**

- Verbal or written notice with a copy placed in academic file.
- Written warning with a copy to parent.
- 3. Denial of some University benefits (e.g. accommodation)
- Denial of one or more final exams.
- Suspension for one semester or more.
- Expulsion from university.

In all cases, a violating student is liable for all damaged properties replacements, repairs, instalments as well as punitive damages.

# Resources, Facilities and Equipment

Sufficient and well equipped Class rooms and laboratories are available in every department to carry out routine lectures and practical labs for students for every course in each department









| No  | Description                                  | Number |
|-----|--|--------|
| 1.  | Class rooms                                  | 15     |
| 2.  | Student Labs                                 | 26     |
| 3.  | Central Research laboratories                | 1      |
| 4.  | Library                                      | 1 1    |
| 5.  | Development and Quality Unit                 | 1      |
| 6.  | Public/General Lecture Hall                  | 2      |
| 7.  | Cafeteria                                    | 1      |
| 8.  | Kitchen in each Department/Section           | 8      |
| 9.  | Bathrooms                                    | 19     |
| 10. | Mosque/Prayer Hall of the College            | 1      |
| 11. | Offices for faculty members                  | 43     |
| 12. | Offices for senior management/administration | 24     |
| 13. | Warehouses and stores                        | 16     |

# Facilities and Equipment at the College of Pharmacy, Najran University



#### Research in the faculty

are carried out in the different departments faculty labs. The faculty labs are provided with different apparatus, equipment, chemicals and facilities.

List of research laboratories in the college of Pharmacy

| Department               | Research labs                                |
|--------------------------|--|
| Pharmaceutical chemistry | Two research lab of Pharmaceutical chemistry |
| Pharmacognosy            | Two research lab of Pharmacognosy            |
| Pharmaceutics            | Two research lab of Pharmaceutics            |
| Pharmacology             | Two research lab of Pharmacology             |
| Clinical Pharmacy        | One computer lab of Clinical Pharmacy        |
| Faculty of Pharmacy      | The main central research lab of the college |

#### Central laboratory of College of Pharmacy:

In 1436 H, the Deanship of the College of Pharmacy has taken the decision of establishment of a central lab for research in the college. The lab is still under construction and preparation. The central lab consists of following subunits;

- A. Instrumental analysis unit: which contains advanced instruments for drugs and chemical analysis include:
  - 1. HPLC- MS
  - 2. HPLC- with UV/ fluorescence detectors
  - Fluorescence spectroscopy.
  - Atomic absorption spectroscopy.
  - Inductive coupled plasma.
- B. Molecular biology unit: Work in progress.
- C. Cell culture and tissue culture unit: Work in progress.

### The e-library

The e-library and electronic resources has recently seen significant improvements. A new database of e-journals has been added that supplements the university existing database. The digital library of Najran university provide the researchers in the university with a rich source of scientific resources including Arabic and English database for the most valuable and important publishers for international journals, which are arranged alphabetically,

including electronic books, thesis among others. The access to the e-library is through electronic ID login of the researcher to either the site of the digital library of Najran University or the site of The Saudi Digital Library.





#### Security and safety:

The program of the college pays high attention towards the environment in which the students and staff are working in. Hence, the college administration is working on keeping all the college labs and classrooms to be clean, arranged and contains all the needed requirements for both theoretical and practical classes. The college facilities including labs and classrooms were designed to meet the requirement of health and safety. In addition, the improvement of facilities depends on the feedback obtained from periodical surveys obtained from the teaching staff and students. In the college, there is a theater for private activities and meetings between the students and staff members; also there is a provision for religious activities. Moreover, there are appropriate catering facilities in sufficient number to meet the special needs of faculty and students. Although adequate facilities are available for students and staff with physical disabilities and special needs, these facilities need more improvement. Beside the scientific activities, the college encourages both students and staff members on practicing sports and other cultural activities and hold annual competition among staff members in different sport completions and religious activities.

Security policy and arrangements are carried out in coordination with the department of security and safety of the university. The college of pharmacy has its own security policy. In order to accomplish these objectives, the following safety measures are usually taken in all facilities:

 The college has advanced security systems to detect any leakage of gases, and detection of fire and smoke through high sensitive sensors installed in each laboratory and classrooms.



1-Security: The University Central Department of Safety and Security provides security systems to secure the facilities in the buildings round the clock. CC TV cameras are fixed in the facilities with surveillance done 24 hours. In addition, the college has new advanced digital system for security of all instruments, which observe all facilities in the college and record any movement of any instrument/item from its original place. If any instrument/item is moved from its original place and taken out of the main building, an alarm siren goes off immediately, to alert the safety personnel. Also, there are personnel guards for every building to provide security for staff members, students and researchers who need to stay in the building during late hours as well.

- 2-Fire Safety: Fire evacuation policy, fire distinguishers and fire drills are practiced in all laboratories, including research labs. All labs are fitted with smoke detectors and state-of-the-art fire extinguishing systems.
- 3-First Aid: First aid kits are available in all laboratories in the college. The kits are available in the corridors of the building with easy access in case of any emergency. First aid refers to the emergency or immediate care you should provide when a person is injured or ill until full medical treatment is available. For minor conditions, first aid care should be provided. For serious problems, first aid care should be continued until more advanced care becomes available. The decision to act appropriately with first aid can mean the difference between life and death. The college faculty members and students are trained regularly for what to do in the event of any injury; how to assess and treat injuries to limbs; how to respond to burns; how to treat minor injuries; how to identify and assess altered mental status



- 4-Personal Protective Equipment: Laboratories are equipped with personal Protective equipment according to the needs in every laboratory such as coats, masks, safety goggles, safety gloves, earmuffs, and helmets
- 5- Emergency Action Plan: Most often, it is impossible to predict when an emergency situation may arise such as a natural disaster, man-made disaster or communicable disease outbreak. Thus, it is best for all members (teaching staff, non-teaching staff and students) to ensure that emergency preparedness plans are in place and all pharmacy college staff members are informed before an emergency situation occurs.

The Emergency Action Plan is the detailed response guide for the college included as an annex of the Safety Unit Framework, the emergency action plan uses a function-based strategy to deliver core capabilities and critical services during crisis. These functions are interoperable and can be implemented as needed by the circumstances of the emergency.

The purpose of this plan is to establish the operational procedures necessary for campus personnel to respond to, and recover from a significant emergency event in a timely and organized fashion. The emergency action plan covers the basic emergency response procedures the building occupants must take in the event of various hazards/emergencies. The emergency exit routes charts are displayed on every floor of the building. It is essential in a time of emergency or disaster, that information is shared among stakeholders (employers, health system providers, regulatory bodies and public health authorities). Hence, regular workshops are conducted to inform and train all the stakeholders regarding the operational procedures and steps to follow in case of an emergency/hazard. The College also has emergency plans, safety signs, emergency exit, signs and laboratory safety manuals.



### The teaching staff of the program

|  | Faculty/Teaching Names | Nationality | Academic<br>Rank | Specific<br>Specialty | Degree /<br>year | University of Degree | Country of degree |  |
|--|------------------------|-------------|------------------|-----------------------|------------------|----------------------|-------------------|--|
|--|------------------------|-------------|------------------|-----------------------|------------------|----------------------|-------------------|--|

| 1  | Ashraf M. Mahmoud       | Egyptian | Professor           | Pharm, Anal.<br>Chemistry   | Ph. D<br>2005  | Freie University<br>Berlin          | Germany |
|----|-------------------------|----------|---------------------|-----------------------------|----------------|-------------------------------------|---------|
| 2  | Mater H. Mahnashi       | Saudi    | Assistant professor | Pharmaceutical<br>Chemistry | Ph.D<br>2017   | South Dakota<br>University          | USA     |
| 3  | Yahya S. Almuneef       | Saudi    | Assistant professor | Pharm. Chemistry            | PhD<br>2019    | South Dakota<br>University          | USA     |
| 4  | Bandar A. Alabbas       | Saudi    | Assistant professor | Pharm, Chemistry            | PhD<br>2019    | South Dakota<br>University          | USA     |
| 5  | Ali O. Alqarni          | Saudi    | Assistant professor | Pharm. Anal.<br>Chemistry   | PhD<br>2019    | South Dakota<br>University          | USA     |
| 3  | Layikh Ahmed            | Indian   | Lecturer            | Pharm. Organic<br>Chemistry | Master<br>2009 | Rajiv Gandhi<br>University          | India   |
| 7  | Samer S. Abu Rab        | Jordan   | Lecturer            | Analytical<br>Chemistry     | Master<br>2009 | Al-Elbait<br>University             | Jordan  |
| В  | Mohamed A. Orabbi       | Egyptian | Associate<br>Prof.  | Pharmacognosy               | PhD<br>2010    | Okayama<br>university               | Japan   |
| 9  | Hani G. Attia           | Egyptian | Assist, Prof        | Pharmacognosy               | Ph. D<br>2011  | Helwan<br>University                | Egypt   |
| 10 |                         | 1000000  |                     |                             |                |                                     |         |
| 11 | Mohamed S. N Algahtani  | Saudi    | Assist, Prof        | Pharmaceutics               | Ph. D<br>2014  | University of<br>Notengham          | UK      |
| 12 | Javed Ahmad             | Indian   | Assist. Prof        | Pharmaceutics               | Ph. D<br>2015  | Hamdard<br>University               | India   |
| 17 | Hamad S. Hamad          | Saudi    | Asst.<br>Professor  | Pharmaceutics               | Ph.D<br>2017   | Auston<br>University,<br>Birmingham | UK      |
| 18 | Hassan A. Albarqi       | Saudi    | Assistant professor | Pharmaceutics               | PhD<br>2019    | Oregon State<br>University          | USA     |
| 19 | Abdulsalam A. Algahtani | Saudi    | Assistant professor | Pharmaceutics               | PhD<br>2019    | South Dakota<br>University          | USA     |
| 20 | Mohamed H. Alyami       | Saudi    | Assistant professor | Pharmaceutics               | PhD<br>2020    | South Dakota<br>University          | USA     |
| 21 | Abdul Aleem Mohammed    | Indian   | Lecturer            | Pharmaceutics               | Master<br>2009 | Rajiv Gandhi<br>University          | India   |
| 22 | Mohammad Z. Ahamad      | Indian   | Lecturer            | Pharmaceutics               | Master<br>2009 | Dibrugarh<br>University,            | india   |
| 23 | Thamer S. Alqahtany     | Saudi    | Lecturer            | Pharmaceutics               | Master         | Auston<br>University,               | UK      |
| 24 | Basel A. Abdelwahab     | Egyptian | Professor           | Pharmacology                | Ph. D<br>2005  | Moskow<br>University                | Russia  |
| 25 | Mohammed Shafiuddin     | Indian   | Lecturer            | Pharmacology                | Master<br>2009 | Kakatiya<br>University              | India   |
| 26 | Ibrahim A. Shaikh       | Indian   | Lecturer            | Pharmacology                | Master<br>2009 | Rajiv Gandhi<br>university          | India   |
| 27 | Masood M. Khateeb       | Indian   | Lecturer            | Pharmacology                | Master<br>2009 | Rajiv Gandhi<br>university          | India   |
| 28 | Saad A. Alkahtani       | Saudi    | Assist. Prof        | Clinical pharmacy           | Ph. D<br>2012  | Notengham<br>University             | UK      |
| 29 | Ali M. Alshaabi         | Saudi    | Assist. Prof        | Clinical pharmacy           | Ph. D<br>2014  | Pittsburg<br>University             | USA     |
| 30 | Ismail A. Walbi         | Saudi    | Assist, Prof        | Clinical pharmacy           | Ph. D<br>2020  | Houston University                  | USA     |

| 31 | Hussain Alqhtani   | Saudi    | Assist. Prof | Clinical pharmacy | Ph. D<br>2020  | Florida University     | USA   |
|----|--------------------|----------|--------------|-------------------|----------------|------------------------|-------|
| 32 | Mohammad S. Akhtar | Indian   | Lecturer     | Clinical pharmacy | Master<br>2009 | Hamdard<br>University  | India |
| 33 | Nehal Mohsin       | Indian   | Lecturer     | Clinical pharmacy | Master<br>2009 | Hamdard<br>University  | India |
| 34 | Khalid Altigani    | Sudanese | Lecturer     | Clinical pharmacy | Master<br>2009 | Khartoum<br>University | Sudan |