

PSUT

The Academic System

Registration

1. The student registers electronically through the online registration system, according to the time periods specified in the university calendar.
2. According to the regulations, the minimum study load for which the student may register is 12 credit hours, while the maximum load is 18 credit hours.
3. It is not permitted for the student to register for a course at the same time as its prerequisite, except in the graduation semester.
4. In case of errors, the student should visit the Department of Admissions and Registration.

Deferral

1. The student may apply to postpone his/her studies before the end of the second week from the start of the semester, if he/she has reasons considered acceptable by the Deanship of the School.
2. It is not permissible for a new or transfer student to defer study, except after he/she has completed a full semester since enrolling in the School.
3. The deferral period shall not be calculated as part of the upper time limit for the period allowed for obtaining a Bachelor's degree.
4. The deferral period may not exceed six semesters, whether consecutive or intermittent.

Interruption and cancellation

1. If teaching begins in any of the two regular semesters, and the student has failed to register for that semester, he/she is considered to have discontinued studying. His/her enrollment in the University is considered void unless he/she submits a compelling excuse acceptable to the Dean of the School. The excuse must be submitted before the end of the semester.
2. The period of interrupted study shall be calculated as part of the maximum permitted study period.

Withdrawal

1. The student is allowed to withdraw from the study of one or more courses within a maximum period of (14) weeks from the start of the semester, and (6) weeks from the start of the summer semester. A note of (Withdrawn) shall be entered into the student's record. The student may apply to the Dean of Admissions and Registration to withdraw from all courses for which he/she has registered for that semester.
2. It is not permissible, as a result of the withdrawal, for the number of hours registered by the student to fall below the minimum permitted academic load specified in these regulations.

Transfer from one major to another

1. The student may transfer from one department to another within the University, if there is a vacant seat in the department to which he/she wishes to transfer, and provided that his/her Secondary School General Certificate average is acceptable in the department to which he/she wishes to move in the year of obtaining the Secondary School General Certificate, or in the year in which he/she wishes to transfer.
2. The transfer student shall have the courses which he/she studied in the department from which he/she is transferring calculated, so long as they appear within the study plan of his/her new department.

Passing the courses

The student is considered to have passed an academic course upon achieving a score of 50% or higher. The student is considered to have a successful cumulative average upon achieving 60% or higher.

Absence and prohibition from taking the final exam

1. All students at the University are required to attend all lectures, discussions, and practical hours, in accordance with the hours allocated to each course in the study plan. Students whose absence records exceed 15% shall be prohibited from taking the final exam.
2. Absence is noted from the first day of the semester to the last day of study prior to the final exams. The student can access the attendance record through his/her online registration system.

Academic warning and dismissal

1. Any student whose cumulative average is less than (60%) in any semester is issued a warning, and he/she must cancel its effect by raising the cumulative average to (60%) or higher, within a maximum period of two semesters from the date of the warning. The summer semester is not counted as a study semester for this purpose. Should the student fail to do so, he/she shall be considered dismissed from regular study.
2. Any student who achieves a cumulative average of less than (50%) in any semester, after the first semester after enrollment, shall be considered dismissed from the University. The summer semester is not included in this rule. Also, any student who exceeds the upper limit for the period allowed to obtain a Bachelor's degree shall be dismissed from the University.

Graduation requirement

The Bachelor's degree is granted to students upon successful completion of all the courses required for graduation in the study plan and with a minimum cumulative average of (60%).