

Academic Program Specification Revision Check List Template

Program Name:

College:

Department:

Branch (Bisha, Tathleeth, Belqarn, AlNamas):

Degree (Diploma, B.Sc., M.Sc., Ph.D):

Program coordinator:

Revision Clause	Revision Item	Fulfilment level		Comments
		Fulfilled	Not Fulfilled	
Basic Information	1. Complete			
	2. Correct			
	3. Consistency of Content list with the contents.			
Program Identification	4. All items are met			
	5. Total credit hours			
	6. Main paths and exit points (if any)			
Program Mission, Goals and Learning Outcomes	7. The mission and goals are clear and comprehensive			
	8. Consistency with the mission and objectives of (the college and the university) and the attributes of university graduates			
	9. The number of outputs is adequate and their distribution is balanced			
	10. Learning outcomes are clear/soundly stated			
	11. Covering learning outcomes for all of its courses			
	12. Fulfilling the outcomes to cover the university requirements' courses (K1, S1, V1)			

	Revision Item	Fulfilment level	Comments
--	---------------	------------------	----------



Revision Clause		Fulfilled	Not Fulfilled	
Curriculum	13. Consistency between the components of the operational plan of the program and the various requirements (human resources, utilities, equipment, laboratories, etc.)			
	14. Comprehensive list of all courses (compulsory, optional, free, and others at levels			
	15. Teaching and learning strategies are sound, complete, adequate and clear			
	16. Alignment matrix of the program learning outcomes with its courses			
	17. Evaluating methods for the learning outcomes of the program are sound, complete, adequate and clear			
Student Admission and Support	18. Availability of all information related to program admission requirements			
	19. Existence of complete and adequate information for private counseling and support services			
Teaching and Administrative Staff	20. Statistics are complete and adequate and pertain to the program in all its courses			
	21. Availability of professional development information and data			
	22. Facilities and equipment are identified in detail			



Revision Clause	Revision Item	Fulfilment level		Comments
		Fulfilled	Not Fulfilled	
Learning Resources, Facilities, and Equipment	23. Data, information and procedures are clear, complete and adequate			
	24. Availability of a complete list of facilities and equipment			
Program Management and Regulations	25. The organizational structure of the academic program			Not the organizational structure of the
	26. Availability of regulatory regulations (in Arabic and English), (attachments, links, appendices)			
	27. Availability of identifying manuals for the program and others (in Arabic and English).			
	28. Participation of the beneficiaries (procedures, mechanisms, practices, evidence and evidence)			
Program Quality Assurance	29. An updated directory of the Program Quality Management System (in Arabic and English)			
	30. The clarity, completeness, consistency and alignment of the procedures			
	31. Clarity of educational and research partnerships (statistics, procedures)			
	32. Learning Outcomes Measurement Plan ("attached" schedule, procedures)			
	33. The program quality evaluation matrix (consistency between evaluation fields, methods and methods)			

Revision Clause	Revision Item	Fulfilment level		Comments
		Fulfilled	Not Fulfilled	



Program Quality Assurance (Cont.)	34. Program key performance indicators (adequate, complete, and specified by a timetable (program phase, example: 4 years for a bachelor's degree)			
	35. External benchmarks (if any).			

General Comments

-
-
-

Reviewer(s)

Name:

Signature:

Date: / / H, / /

