Program Accreditation
Eligibility Requirements
<table>
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<th>Eligibility Requirements</th>
<th>Required Evidence</th>
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| Program final licensing or establishment decision | • Decision to establish the program (for public institutions)  
• Final program licensing decision (for private institutions) |
| consistency with Saudi Arabia qualifications framework (SAQF) | • A report on program consistency with Saudi Arabia Qualifications framework (SAQF) |
| Availability of institutional accreditation requirements | • Accredited institution or the institution has met the eligibility requirements (review visit has been scheduled) |
| Student and staff manuals | Student and staff manuals including:  
• Program Handbook  
• Admission and Registration  
• Study Regulations and Tests  
• Guidance and Counselling Services  
• Rights and Duties  
• Complaints and Grievances |
| Program's quality assurance system and its performance reports | • Program's quality system manual  
• A manual of policies and procedures for approving, modifying, and reviewing academic programs and courses  
• Annual program report for the last two years according to NCAAA Templates  
• Program's course reports for the last two years (One report for each course per year)  
• A report on the results of stakeholders' surveys (students, alumni, employers, teaching staff, employees) for the last two years |
| Program and courses specifications | • Program specifications according to NCAAA Templates  
• Course specifications for all courses classified according to levels |
| Program learning outcomes assessment plan and reports | • Program learning outcomes assessment Plan  
• Program learning outcomes assessment reports |
<table>
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<tr>
<th>Eligibility Requirements</th>
<th>Required Evidence</th>
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<td>8 Students graduated (One cohort at least)</td>
<td>• A report on the number of graduated cohorts and the number of students in each cohort</td>
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</table>
| 9 Program advisory committee                    | • Composition and functions of the Committee  
• Report on the Committee’s performance and outcomes |
| 10 Key performance indicators and benchmarking  | • A report on program’s key performance indicators’ measurement and benchmarking for the last three years.                                             |
| 11 Program self-study                           | • Program self-evaluation scales (taking into consideration that the level of evaluation is not less than three points for each of the main criteria identified by the Center and for each standard)  
• Program self-study report  
• Evidence for the self-study report.        |

**Additional requirements for Postgraduate Programs**

| 12 Operational plan for scientific research and its follow-up | • Operational Plan for scientific research in the program (depending on the nature of the program)  
• System for monitoring and documenting the scientific research activities of the program  
• Periodic performance reports of the scientific research plan |
| 13 Scientific supervision system on theses, projects, or vocational training | • Guides, regulations, and procedures for scientific supervision of theses, projects, or vocational training  
• Follow-up scientific supervision reports in the program |