



**Central Policy Governing Residency Selection**  
*From the Rules, Regulations and Procedures for Postgraduate Studies College of Medicine*

**Section 4**

**Article 6**

**Acceptance in the Program**

The following lists the conditions to be met for acceptance into a program.

1. Applicant should meet all university requirements for acceptance.
2. The applicant should hold an MBBS degree from an approved university with an average of Good (GPA of 3.5 and above).
3. The applicant should provide a certificate of completion of one year internship.
4. A certificate from the applicant's recent employer should be submitted, which should indicate his performance level.

**Article 7**

**Admission and Regulations**

The College of Medicine Faculty Board suggests the numbers of applicants that can be accepted into each program according to the Residency Program Committee recommendations.

**Procedures**

1. The acceptance in each program depends on the capacity of that program and the number of faculty members in the department.
2. In coordination with Deanship of Higher Studies, the College will determine the dates and announcement of the dates of submission of applications and the dates for entrance examinations.
3. Applicants should complete the required applications and submit all required documents by the specified date.
4. All applications will be received by the Supervisor who in turn will send the applications to the concerned Program Committees for review.
5. The Program Committee will review the applications, record examination results and submit the results to the Programs Administration Committee in preparation for submission to the College of Medicine Faculty Board.
6. The decision of the College of Medicine Faculty Board will be sent to the Deanship of Higher Studies within one week of approval by the College of Medicine Faculty Board. The Deanship of Higher Studies in turn will send the results to H.E. the President or his delegate for final approval.
7. The acceptance letter refers to the year of submission and cannot be postponed to the following year.
8. All issues concerning admission to a residency program should be completed at least two months prior to commencement of the program.



## Article 8

### Registration

The Deanship of Higher Studies registers residents in coordination with Deanship of Registration and Admission.

## Article 9

### Postponement of acceptance (Commencement of Studies)

Upon recommendation by the Programs Administration Committee and approval of the Dean, it is allowed to postpone the acceptance of the applicant for no more than two semesters, this this period is not counted within the minimum required period for completion of the study.

1. Conditions and procedures for postponement of acceptance:
  - a. The student submits a request to the Program Committee to postpone his/her acceptance by the end of the second week of the academic year
  - b. Only one postponement is allowed
2. The student's acceptance will be rejected for that year and the student's request to join the program in the following year will be evaluated if the student presents a reason that is accepted by the program committee and approved by the College of Medicine Faculty Board.
3. The Program Committee has the right to reexamine the student by requesting the student to retake the entrance exam and the interview or the Program Committee can excuse a previously successful student from this condition.