



جامعة الإمام عبد الرحمن بن فيصل
IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY

College of Medicine

Student Handbook

2023

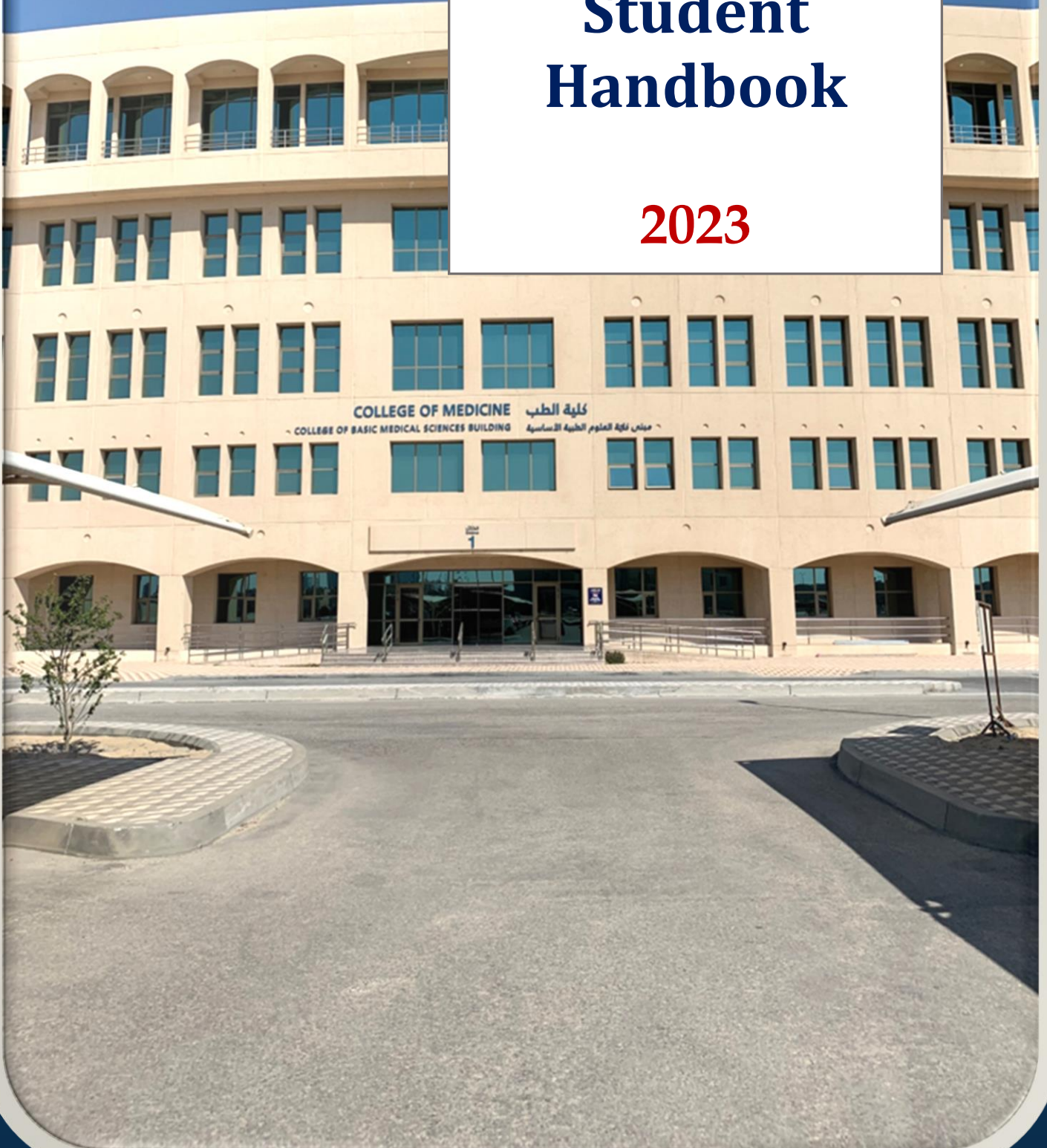


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Message of the Dean of the College of Medicine

The College of Medicine's vision is to be the Kingdom's premier College of Medicine. With this in mind and recognizing that we build on a foundation of excellence, we have engaged in an extensive strategic planning process, involving leaders, faculty, staff, and students across the college, culminating in the set of strategic priorities, goals and objectives that are detailed in this document.

We understand that we, and all others in Saudi Arabia, are entering a time of transformative change; we believe, however, that these conditions will also provide opportunities for leadership and innovative solutions. It is through this leadership that we will become the Kingdom's leading College of Medicine.



Despite the many challenges of the past few years, the college was able to achieve a great deal of progress in the initiatives of the previous Strategic Plans: full academic accreditation was obtained for the undergraduate MBBS program, a new Basic Medical Sciences building was inaugurated, new postgraduate programs were established, and institutional accreditation was granted for our residency programs by the Royal College of Physicians and Surgeons of Canada. More recently the MBBS program obtained ASPIRE international recognition for excellence in student engagement from the Association for Medical Education in Europe. These achievements were reached by the combined efforts of the college's students, faculty, and staff, who remain our most valuable resource.

The purpose of the Student Handbook is to guide MBBS students about the college and the MBBS Program, and study plan. The culture of the College of Medicine to aim high and to take part in IAU's vision of becoming a leading university nationally, regionally, and internationally in collaboration with its stakeholders.

Dr. Bassam Hassan Awary
Dean, College of Medicine
Imam Abdulrahman Bin Faisal University

Message of the Vice Dean for Development and Community Partnership

The purpose of this handbook is to introduce, update and guide MBBS students about the college and the MBBS Program, and study plan, of the College of Medicine, Imam Abdulrahman Bin Faisal University (IAU). Furthermore, updates about the college current status and relevant information for example the college vision, mission, values, bylaws, faculty duties and responsibilities, administrative organization and supportive services.

The College of Medicine and Medical Sciences, was established by Royal Decree No. H/67 dated 28/7/1375H (1975) in the Dammam campus of King Faisal University in the Eastern Province of Saudi Arabia. In 2010, the Dammam campus became the newly established University of Dammam. It is located on King Faisal Road, midway between Al-Khobar and Dammam, approximately 10 km from each. In 2017, the college name changed to its current name to Imam Abdulrahman Bin Faisal University.



The college admitted its first batch of undergraduate medical students in 1975 and the first batch of Nursing and Medical Laboratory Technology (MLT) students in 1988. The MLT Department was transferred to the newly established College of Applied Medical Sciences in 1998 and the Nursing Department was transferred to the College of Nursing in 2002. In the same year, the name of the college was changed from College of Medicine and Medical Sciences to the present name College of Medicine.

The College of Medicine pioneered postgraduate medical education in the Kingdom. Its postgraduate programs were the first to be recognized by the Arab Board of Medical Specializations and the Royal College of Surgeons in Ireland.

Since its inception the College of Medicine has organized Continuing Professional Development Programs designed for all health professionals in the Eastern Province, and the Kingdom at large. The college participates in health education for the general public through campaign and local and national information media. Our vision will be achieved by educating health care professionals to a high standard and by creating an environment that enables and facilitates relevant research and innovation. We acknowledge that this is an ambitious plan, but we believe that the proposed measures provide a solid foundation for the future.

Prof. Mahdi Saeed Abumadini
Vice Dean for Development and Community Partnership
College of Medicine
Imam Abdulrahman Bin Faisal University

Message of the Vice Dean for Academic Affairs

The College of Medicine has the responsibility to educate and train physicians to provide the people of Saudi Arabia with quality, comprehensive medical care. The purpose of this handbook is to provide guidance to MBBS students. A total of 236 credit hours (27: Foundation year, 10: Institution requirements, 199: Program requirement) are required to be completed in 6 years. Upon successfully completing 6 years MBBS and one year internship training, graduates will be general physicians at different health care facilities for the provision of quality healthcare. The MBBS Program will support the development of future academic health leaders, who will contribute to our communities, and improve the health of individuals and populations through competencies in knowledge, skills and attitudes.



The College of Medicine- Imam Abdulrahman bin Faisal University MBBS Curriculum has experienced continuous growth since its inception in 1975. The Study Plan has been shaped and evolved through Eleven reviews. In 1980 Changed from semester to annual system (1st review). Preparatory year started in the year 2013 (8th review). All health track colleges adapted this year in their study plan.

Ninth review (2014) was in collaboration with College of Medicine, Nursing and Health Sciences at Monash University, Melbourne, Australia. The College of Medicine started to reform and develops its Study Plan. The first batch of students was enrolled in this innovative curriculum on September 2014 and Graduated in June 2019.

In response to feedback from faculty and students and based on recommendations from the curriculum committee, the fifth (MED 501) and sixth (MED 601) year courses were divided into four and six separate courses, respectively, based on disciplines (10th review 2019). A comprehensive program review was undertaken that resulted in several modifications to the program courses (11th review 2022). The process started by the formulation of a program review committee that met regularly, conducted stakeholder surveys, benchmarked the program with national and international programs and finally wrote a complete self-study report and a set of recommendations which were submitted to the Programs and Curricula Committee at the Vice Presidency for Academic Affairs. The changes involved changes to the courses content and credit hours of the clinical rotations.

Prof. Mohamed saleh Madadin
Vice Dean for Academic Affairs
College of Medicine
Imam Abdulrahman Bin Faisal University

College of Medicine Vision, Mission and Values

VISION

To be a premier medical college in medical education, healthcare and ethical research.

MISSION

The College of Medicine is dedicated to graduating physicians who are committed to the Islamic and professional ethical practice. This will be achieved through the continuous development of the curriculum. The college is also committed to provide excellent healthcare and promote community health. In addition, the college will encourage the conduction of innovative basic, applied, clinical and community based research.

VALUES

Excellence, Innovation, Honesty, Transparency, Accountability, Collaboration and Teamwork.

Program Mission and Goals

Program Mission:

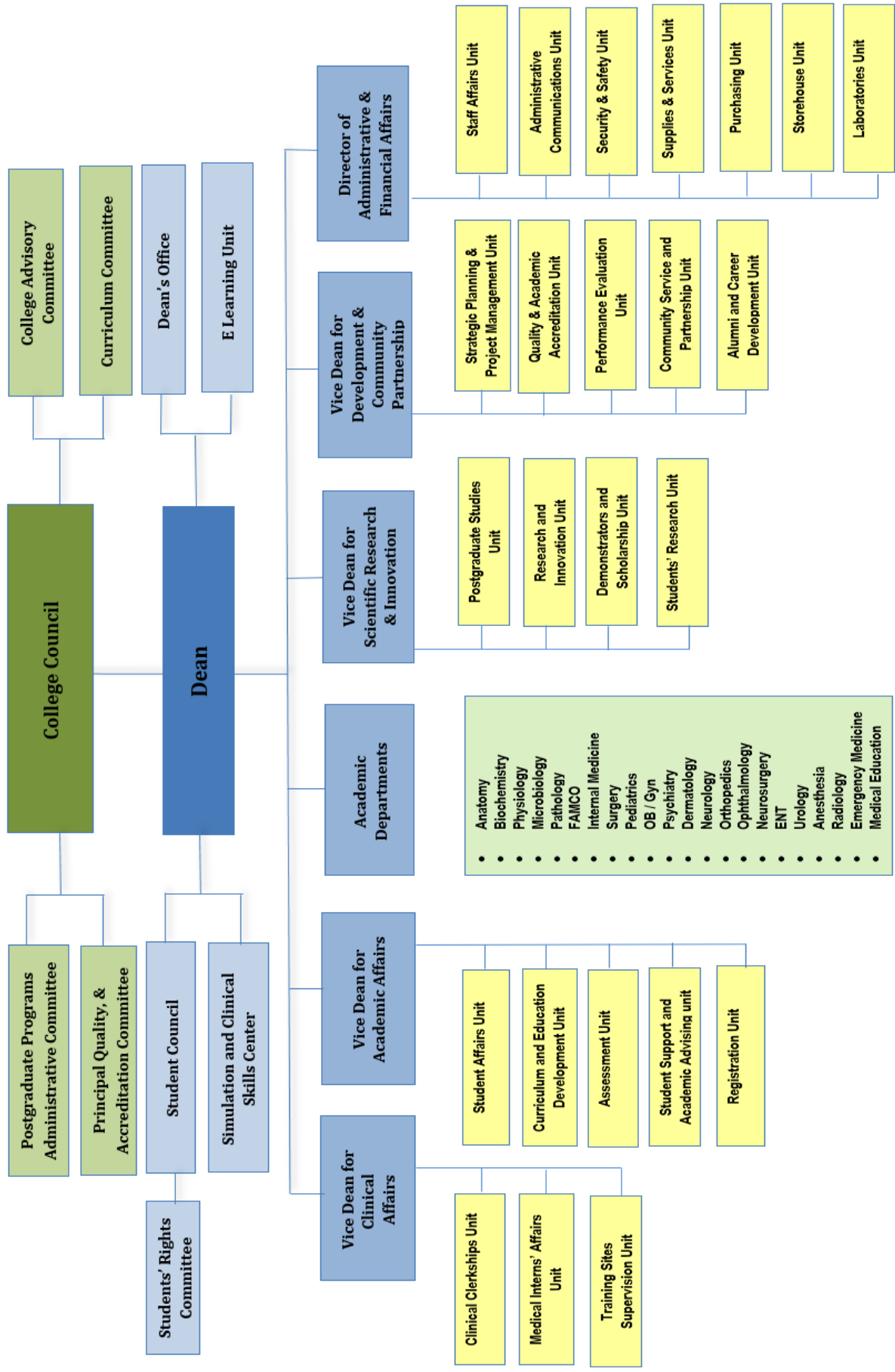
The MBBS Program mission is to support the development of future physicians and academic health leaders who will promote the health of individuals and the community and contribute to research through competency in knowledge, skills, and attitudes.

Program Goals:

- Promote the understanding and application of Islamic values and professional ethics in all aspects of medical practice.
- Enable undergraduate medical students to acquire the knowledge, skills and values necessary to become competent professionals and to develop habits of scholarship.
- Advance knowledge through the conduct of high-quality research in all areas related to healthcare.
- Promote continuing professional development to improve the competency of all professionals engaged in healthcare delivery.
- Provide exemplary healthcare and services that meet the needs of society.
- Serve as a Medical Education Resource Center to related health professions and to the community and organizations involved in healthcare delivery.
- Commit to continuous academic quality improvement according to national and international standards.

ADMINISTRATIVE STRUCTURE OF THE COLLEGE

The administrative structure of the College of Medicine and the college committees are illustrated in the charts below.



- Postgraduate Programs Administrative Committee
- Principal Quality, & Accreditation Committee
- Students' Rights Committee
- Student Council
- Simulation and Clinical Skills Center

- College Advisory Committee
- Curriculum Committee
- Dean's Office
- E Learning Unit

Vice Dean for Clinical Affairs

- Clinical Clerkships Unit
- Medical Interns' Affairs Unit
- Training Sites Supervision Unit

Vice Dean for Academic Affairs

- Student Affairs Unit
- Curriculum and Education Development Unit
- Assessment Unit
- Student Support and Academic Advising unit
- Registration Unit

Academic Departments

- Anatomy
- Biochemistry
- Physiology
- Microbiology
- Pathology
- FAMCO
- Internal Medicine
- Surgery
- Pediatrics
- OB / Gyn
- Psychiatry
- Dermatology
- Neurology
- Orthopedics
- Ophthalmology
- Neurosurgery
- ENT
- Urology
- Anesthesia
- Radiology
- Emergency Medicine
- Medical Education

Vice Dean for Scientific Research & Innovation

- Postgraduate Studies Unit
- Research and Innovation Unit
- Demonstrators and Scholarship Unit
- Students' Research Unit

Vice Dean for Development & Community Partnership

- Strategic Planning & Project Management Unit
- Quality & Academic Accreditation Unit
- Performance Evaluation Unit
- Community Service and Partnership Unit
- Alumni and Career Development Unit

Director of Administrative & Financial Affairs

- Staff Affairs Unit
- Administrative Communications Unit
- Security & Safety Unit
- Supplies & Services Unit
- Purchasing Unit
- Storehouse Unit
- Laboratories Unit

Admission

To join the MBBS Program, an applicant must:

- Be a Saudi citizen. (limited seats for non-saudies based on MOE policy)
- Fulfill IAU admission requirements, which are:
 - Hold a Saudi High School Certificate Science Section (or its equivalent), with general and science grade point averages as specified annually by the College Board.
 - Pass General Aptitude Test
 - Pass Standard Achievement Admission Test
 - Pass a physical fitness assessment as specified by the College of Medicine.
 - Obtain a grade of 80% or higher in courses (Biology, Chemistry, Physics, and English courses) of the preparatory year. Students with the highest GPA will be accepted according the quota approved by College Board each year.

Program Study Plan

The Program Study Plan below illustrates the Six years of the core medical curriculum based on the revised curriculum which was in 2022.

Program Study Plan

Year	Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements <small>(Institution, College or Department)</small>
First Year	Level 1	ENGL 101*	English language	Required	Acceptance to health sciences program	5	College
		BIOL-102	Biology	Required	Acceptance to	2	College

Year	Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College or Department)
					health sciences program		
		CHEM-103	Chemistry	Required	Acceptance to health sciences program	1	College
		PHYS-104	Physics	Required	Acceptance to health sciences program	1	College
		ISLM 181	Creed & Family in Islam	Required	Acceptance to health sciences program	2	Institution
		COMP 131	Computer Skills	Required	Acceptance to health sciences program	2	College
		LRSK 141	Learning and Searching Skills	Required	Acceptance to health sciences program	2	College
	Level 2	ENGL* 101	English language	Required	Acceptance to health sciences program	2	College
		ENGL 102	English for academic and specific Purpose	Required	Acceptance to health sciences program	3	College
		BIOL 102*	Biology	Required	Acceptance to health sciences program	1	College
		CHEM 103*	Chemistry	Required	Acceptance to health sciences program	1	College
		PHYS 104*	Physics	Required	Acceptance to health sciences program	1	College
		ARAB-182	Arabic Language Skills	Required	Acceptance to health sciences program	2	Institution

Year	Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College or Department)
		PHEDU 162	Health and physical education	Required	Acceptance to health sciences program	1	College
		LRSK 142	Communication Skills	Required	Acceptance to health sciences program	2	College
Second Year	Level 3 &4	MED* 201	Foundations of Medicine I	Required	Acceptance to College of Medicine MBBS program	40	Program
		HIST 281	History and Civilization of the Kingdom of Saudi Arabia	Required	Acceptance to College of Medicine MBBS program	2	Institution
		ISLM 282	Islamic Ethics and Values	Required	Acceptance to College of Medicine MBBS program	2	Institution
Third Year	Level 5&6	MED 301*	Foundations of Medicine II	Required	MED 201	40	Program
		BUS 381	Entrepreneurship	Required	Second Year Courses	2	Institution
Fourth Year	Level 7 &8	MED 401*	Practice of Clinical Medicine I	Required	MED 301	40	Program
Fifth Year	Level 9&10	WHLT 511**	Woman Health	Required	MED 401	8	Program
		CHTH 512**	Child Health	Required	MED 401	8	Program
		MHLT 514**	Mental health	Required	MED 401	8	Program
		FMLM	Family Medicine	Required	MED 401	8	Program

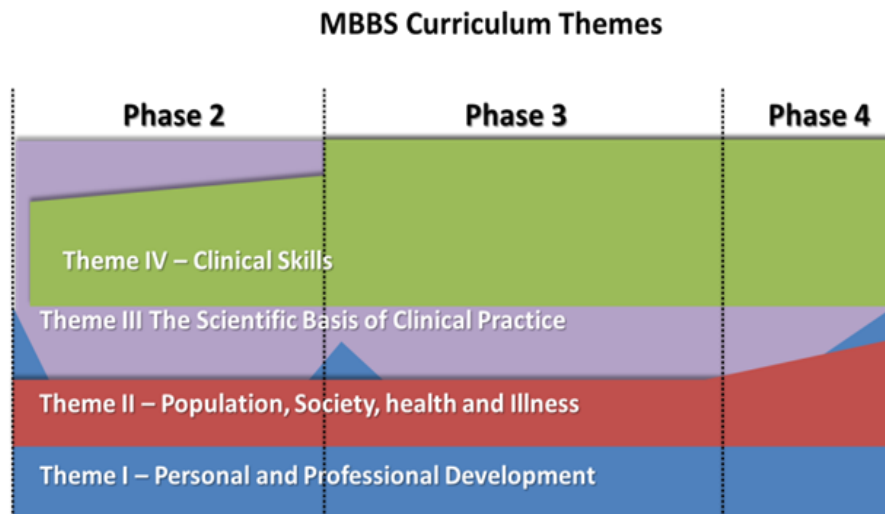
Year	Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours	Type of requirements (Institution, College or Department)
		515**					
		HLTM 513	Health Service Management	Required	MED 401	2	Program
		HECON 516**	Health Economics	Required	MED 401	2	Program
Sixth Year	Level 11&12	MED 611**	Internal Medicine	Required	Fifth year courses	8	Program
		GERT 612**	Geriatrics	Required	Fifth year courses	4	Program
		PATH 613	Forensic Medicine	Required	Fifth year courses	3	Program
		EMED 615**	Emergency Medicine	Required	Fifth year courses	8	Program
		SURG 616**	Surgery	Required	Fifth year courses	8	Program
		RSPR 614**	Research project	Required	Fifth year courses	5	Program
		ELECT 605**	Selective Rotation	Required	Fifth year courses	4	Program

CURRICULUM THEMES AND STRUCTURE

Theme-based approach:

The structure of the MBBS curriculum is thematic with teaching and learning within a matrix of four themes across the five years of the curriculum. These four themes are:

- Theme I – Personal and Professional Development.
- Theme II – Population, Society, Health and Illness.
- Theme III – The Scientific Basis of Clinical Practice.
- Theme IV – Clinical Skills.



Throughout the five years of core medical curriculum the balance of these themes varies and is often integrated in terms of teaching and assessment to reflect the changing development and skill level of students as they progress through the program. While the themes have a primary role in defining the learning objectives of the curriculum, the students' learning experiences are based on the delivery of an integrated curriculum with integrated assessment.

Horizontal and vertical integration characterize the curriculum, and the content for each theme is designed to complement other materials delivered each week (horizontal integration) and build on material that has already been presented in previous semesters (vertical integration).

Each annual course of the curriculum is an integrated entity, valued at 40 credit units, followed by specialty courses (semester based in Years 5-6). Learning objectives and assessment activity reflect this integrated feature, with the outcome that there are no traditional "standalone" exams in any particular subject (e.g. anatomy). The four

themes will run through all years of the program, but will not be of equal weight; nor will they be of constant weight throughout the course.

Theme I: Personal and professional development

Personal and professional development will focus on the doctor as an individual. This theme concentrates on the personal attributes and qualities needed by medical students and, ultimately, medical practitioners. It covers elements of health enhancement, professional responsibilities, communication skills, information technology, medical informatics and computing skills, ethics and legal issues, and clinical effectiveness.

Overall structure of Theme I: Personal and professional development

Details	Year 2	Year 3	Year 4	Year 5	Year 6
Professional issues	<p>Intro to Ethics: Ethics and society. Relationships and ethics.</p> <p>Intro to Law: Basis of justice. Justice system. Human rights.</p>	<p>Understanding community: Society and community. Roles of Doctor in Community. “Grass-roots” healthcare. Empowerment.</p>	<p>Ethics in practice: Clinical research ethics.</p> <p>Law in practice: Legal responsibilities. Reporting records.</p>	<p>Professional judgment: Analysis of consequences of decisions. Dealing with uncertainty. Team participation. Teaching.</p>	<p>Leadership: Independent learning. Leadership and supervision. Responsibility of patient management.</p>
Personal development	<p>Transition to university: Study skills. Time management. Stress Management. Reflection. Self-care. Team building. Goal setting.</p>	<p>Attitudes to community: Patient-centered approach. Pain and suffering. Teamwork in community groups.</p>	<p>Responsibility: Patient advocacy. Family and society. Self-care and assertiveness. Educating others.</p>	<p>Reflective practice: Personal roles and role conflicts. Stress management and coping styles.</p>	<p>Self-directed learning and practice: Patient-centered care. Personal learning contract. Remedial Selectives. Self-assessment.</p>
Key learning experiences	<p>Observation of interactions: Medical contact visits. Ethics debates. Family study. Group debriefing and mentoring</p>	<p>Community service: Ethics debates. Group debriefing and mentoring.</p>	<p>Clinical rotations: Group debriefing and mentoring. Clerking patients.</p>	<p>Teamwork: Group debriefing and mentoring. Simulation with feedback.</p>	<p>Leadership and independent learning: Group debriefing and mentoring. Clerking patients. Self-appraisal.</p>

Theme II Society, population, health and illness:

Population, society, health and illness' provide the structure to develop students' abilities to deal with broader society and population issues, as compared with issues concerning the individual. Students will consider the social, environmental and behavioral contexts of illness and the practice of medicine, including an emphasis on primary healthcare. Other elements of this theme will be built around health promotion, epidemiology, public health, community diversity, population and global health, and a range of other societal issues. The history and philosophy of the scientific approach to medicine will also be included, extending this to approaches to knowledge and information, and an understanding of evidence-based medicine.

Overall structure of Theme II: Population, Society, Health and Illness

Details	Year 2	Year 3	Year 4	Year 5	Year 6
Health and Society	The whole person. Gender. Consumer movement.	Inequalities in health. Indigenous health.	Healthcare services. Health policy.	Healthcare services. Health policy.	Public health Selectives. Research.
Health & Information	Epistemology: Concepts of science and knowledge. Critical thinking. Basic IT skills.	Exploring databases and information sources.	Quality and evaluation of healthcare information.	Health economics. Evidence-based medicine.	Medical informatics in practice. Research.
Health & Population	Population health. Introduction to research methods.	Health promotion. Global view of health.	Preventive medicine. Occupational health.	Health promotion & disease prevention	Public health Selectives. Research.

Theme III Scientific basis of clinical practice

"Scientific basis of clinical practice" includes much of the human systems-based teaching in the course. The knowledge and concepts that underpin medicine, both in the basic medical sciences and in the clinical sciences, will be delivered within this theme. In the early semesters, the basic sciences of anatomy, biochemistry, genetics,

microbiology, pathology, pharmacology, physiology and psychology of each system will be taught in an integrated manner and from a relevant clinical perspective.

Overall structure of Theme III: Scientific Basis of Clinical Practice

Year 2	Year 3	Year 4	Year 5	Year 6
Molecular and cellular defense. Integration and movement. Normal structure and function. General pathology.	Cardiovascular, respiratory, renal and hematology. Hormones, sex growth and nutrition.	Multi-system disease. Integrated medicine and surgery and subspecialties.	Women and children's health. Family medicine and psychiatry.	Internal Medicine. Emergency Medicine. Geriatric. General Surgery. Forensic Medicine. Selectives.

Theme IV Clinical skills

The "Clinical skills" theme encompasses the whole range of clinical skills, from the earliest to the later parts of the course. Practice in clinical skills (including procedural skills) is stressed early and often. The approach in clinical skills development will be to develop defined clinical competencies. This will begin with clinical aspects of communication skills and move through history taking and physical examinations to the more advanced clinical and procedural skills. Communication skills are considered as one of the core clinical skills for a professional medical practitioner. As such, it is taught early in Year 2 and goes through into Years 3 and 4 using role-plays, video-taping feedback sessions and simulated patients.

In the early years of the program, this theme will include family medicine and primary healthcare visits, and an introduction to community clinics and hospitals. Multi-professional education will be promoted through educational interactions with nurses, paramedics, radiographers and other healthcare professionals. The primary healthcare activities in the early years of the program will provide opportunities for our students to become familiar with the Saudi healthcare system and interact with a range of healthcare professionals. The students are exposed to the benefits and advantages of different levels of the healthcare system from a personal as well as from a professional point-of-view. This has been a highlight in students' learning experience as with early

exposure to clinical sites and health-care personnel; it gives students a clear context of the importance of what they are learning.

The later years will include advanced elective experience in diverse medical workplaces, both within and outside the hospital environment. All students gain experience in a wide range of areas including: accident and emergency medicine; anesthesia; clinical pharmacology and therapeutics; infectious diseases; forensic medicine; occupational and industrial health; palliative care, rehabilitation medicine and research project.

Overall structure of Theme IV: Clinical Skills

Year 2	Year 3	Year 4	Year 5	Year 6
Community visits. First Aid course including CPR. Clinical skills laboratory. Clinical and communication skills.	Clinical and communication skills linked with systems teaching. Community rotations. Clinical skills laboratory. Teamwork experiences.	Medicine and Surgery and subspecialties.	Skills in Clinical rotations. Women's and children's health. Psychiatry and family medicine. Medical teamwork experiences.	Patient's safety module. Student Selectives. Teamwork. Leadership.

Internship Year

The program has been governed by approved Rules and Regulations of the College of Medicine and is supervised by the Vice-Dean for Clinical Affairs. Satisfactory completion of one year training is mandatory for the award of the degree of MBBS from the university. The Internship Training Program prepares the interns to perform their professional duties and responsibilities with confidence prior to their becoming registered doctors, and, enables them to develop proper medical attitudes and ethics in accordance with the tenets of Islam. This rotational year is spent as follows:

Discipline	Duration in Months
1. Surgery	2
2. Internal Medicine	2
3. Pediatrics	2
4. Obstetrics and Gynecology	2
5. Family Medicine	1
5. Emergency Medicine	1
6. Elective (to be chosen from a number of specialties)	2

Award of MBBS degree

The IAU awards the degree of MBBS (Bachelor of Medicine, Bachelor of Surgery) after successful completion of all courses and the internship-training program.

Deanship of Admissions and Registration

It plays a fundamental role in maintaining student's academic progress and issues graduation certificates. It keeps a current up to date record of the student's academic transcript and grades.

Academic Transcript and Grade Codes

Academic Transcript

The academic transcript is a statement that explains the student's academic progress. It includes the courses studied in each semester or year, course numbers and codes, number of credit hours, the grades earned, and the codes and points assigned to these grades. The record also shows the semester and cumulative GPAs and the student's general academic status, in addition to the courses from which a transferred student is exempt.

Grade Codes:

Grade Code	Mark Range	Points		Grade
A+	95 - 100	4.00	5.00	Exceptional
A	90 - Less than 95	3.75	4.75	Excellent
B+	85 - Less than 90	3.50	4.50	Superior
B	80 - Less than 85	3.00	4.00	Very Good
C+	75 - Less than 80	2.50	3.50	Above Good
C	70 - Less than 75	2.00	3.00	Good
D+	65 - Less than 70	1.50	2.50	High Pass
D	60 - Less than 65	1.00	2.00	Pass
F	Less than 60	0	1.00	Fail
IP	-	-	-	In Progress
IC	-	-	-	In complete
DN	-	0	1.00	Denial
NP	60 or above	-	-	No Grade - Pass
NF	Less than 60	-	-	No Grade - Fail
W	-	-	-	Withdrawn

EXAMPLE OF THE CALCULATION OF SEMESTER AND CUMULATIVE GPA

First Semester

Course	Credit Hours	%	Code	Quality points	Points
ISLM 271	2	85	B+	4.50	9.00
PHARM 408	3	70	C	3.00	9.00
CLSK 406	3	92	A	4.75	14.25
FAMCO 409	4	80	B	4.00	16.00
TOTAL	12				48.25

Total quality points (48.25)

$$\text{First Semester GPA} = \frac{\text{Total quality points (48.25)}}{\text{Total credits (12)}} = 4.02$$

Second Semester

Course	Credit Hours	%	Code	Quality points	Points
ISLM 272	2	96	A+	5.00	10
DERM 504	3	83	B	4.00	12
FAMCO 409	4	71	C	3.00	12
NERU 506	3	81	B	4.00	12
TOTAL	12				46

Total quality points (46)

$$\text{Second Semester GPA} = \frac{\text{Total quality points (46)}}{\text{Total credits (12)}} = 3.83$$

Total quality points (48.25+ 46))

$$\text{Cumulative GPA} = \frac{\text{Total quality points (48.25+ 46)}}{\text{Total credits (12+12)}} = 3.93$$

College Administration

Position	Name	Email	Phone #
Dean	Dr. Bassam Hassan Awary	cm-dean@iau.edu.sa	3331080
Vice Dean for Academic Affairs	Prof. Mohamed Saleh Madadin	cm-vdaa@iau.edu.sa	3331033
Vice Dean of Scientific Research and Innovation	Dr. Kholoud Saad Abdullah Al Ghamdi	cm-vdhs@iau.edu.sa	3331030
Vice Dean for Clinical Affairs	Dr. Mohammed Abdullah M. Aljumaan	cm-vdca@iau.edu.sa	8594147
Vice Dean for Quality and Development	Prof. Mahdi Saeed Abumadini	cm-vdqd@iau.edu.sa	3331164
Director of Administrative & Financial Affairs	Mr. Ahmed Mohamed Alajmah	cm-adma@iau.edu.sa	3331156

Chairpersons of Academic Departments

Pre-Clinical Departments

Department	Chairman	E-mail	Office Telephone
Anatomy	Dr. Rashid Abdulhameed Aldahan	cm-dant@iau.edu.sa	31046
Biochemistry	Dr. Suad Al Ateeq	cm-dbic@iau.edu.sa	30860
Family and Community Medicine	Dr. Malak Oudah Al-Shammari	cm-dfcm@iau.edu.sa	894 8964 ext. 110
Microbiology	Dr. Reem Yussuf Al Jindan	cm-dmic@iau.edu.sa	31075
Pathology	Prof. Mohamed Saleh Madadin	cm-dpat@iau.edu.sa	33021
Physiology	Prof. Ahmed Abdulrhman Alsunni	CM.DPHS@iau.edu.sa	32700
Medical Education	Dr. AbdulMohsen Habib Al-Elq	cm-dmed@iau.edu.sa	896 6720

Clinical Departments

Department	Chairman	E-mail	Hospital Office Telephone extension
Anesthesia	Dr. Mohanna Yussuf Al Jindan	cm-dans@iau.edu.sa	2022
Dermatology	Dr. Nada Abdulaziz Al Qurain	cm-dder@iau.edu.sa	1513
ENT	Dr. Mona Mohamed Ashoor	cm-dent@iau.edu.sa	3200
Emergency Medicine	Dr. Amal Hussain Alsulaibikh	cm-derm@iau.edu.sa	2040
Internal medicine	Dr. Abir Hamad Abdalla Al-Said	cm-dimd@iau.edu.sa	1303
Neurology	Dr. Dana Tarek Al Jaafari	cm-dneu@iau.edu.sa	32406
Neurosurgery	Dr. Abdulrahman Al Anazi	cm-dnsr@iau.edu.sa	1600
Obs & Gyn	Dr. Nourah hassan al Qahtani	cm-dobg@iau.edu.sa	1754
Ophthalmology	Dr. Mohanna Yussuf Al Jindan	cm-doph@iau.edu.sa	1706
Orthopedic Surgery	Dr. Sulaiman Abdulrahman AlMousa	cm-dort@iau.edu.sa	1641
Pediatrics	Dr. Abdullah A Yousef	cm-dped@iau.edu.sa	1614
Psychiatry	Dr. Feras Al-Awad	cm-dpsy@iau.edu.sa	7930
Radiology	Dr. Tarek Mohammed Hejazi	cm-drad@iau.edu.sa	31371
Surgery	Dr. Fahd Abdulrahman Makhdom	cm-dsur@iau.edu.sa	1655
Urology	Dr. Ossamah Al-Sowayan	cm-duro@iau.edu.sa	1051

Rules and Regulations

The rules and regulations of Undergraduate Study and Examinations are shown in Appendix 1. These rules and regulations are generally identical in all colleges in Saudi Arabia.

Committees of Interest to Students

Student Council

The Student Council is a committee elected by free vote that represents all students, to achieve the following goals in accordance with the regulations at the university and the higher education system in the Kingdom of Saudi Arabia:

1. Creating a link between students and the college and university administrations. With the aim of communicating and presenting opinions and suggestions to serve the educational process.
2. Enhancing participation and cooperation between students, administration and faculty members.
3. Developing students' ability and encouraging them to participate effectively in serving the issues of the local community.
4. Developing students' leadership, communication and responsibility skills.
5. Discovering students' abilities and talents and directing them appropriately.
6. Participate in organizing individual and group students' activities.
7. Educating students and urging them to adhere to the regulations of the university.
8. Developing students' loyalty to their country, university and college.

Student councils regulations and procedures are presented in Appendix 2.

Students' Clubs

The students' clubs at Imam Abdulrahman bin Faisal University are important for discovering and developing students' talents, as it allows them to have educational and life experiences that help them integrate into society and provide effective community service. It also contributes to providing an environment that supports upscale dialogue and effective communication between students with the aim of investing in their free time; under the supervision of a group of educational specialists. Appendix 3 highlights rules and regulations of students' clubs.

Students' Conduct Committee

The purpose of this committee is to review cases of violation of the applicable public order, rules and laws of the university or digression from academic norms or Islamic ethics and morals. If any such case has been substantiated against a student, the committee will take the appropriate decision and submit it to the College Board for onward submittal to the university for the Appropriate Action in accordance with the regulatory rules (Appendix 4, IAU rules and regulations of students' conduct).

This process will exclude infliction of the penalty for violations which occur outside the university and which do not prejudice the university or its various regulations. Such violation will be the concern of the general competent authorities of the state, excluding the cases where the concerned agency refers the case to the university.

The committee members are as follows:

1. The Chairman of the committee is the Dean of the College of Medicine for male students and the Dean of Female Undergraduate Studies for female students.
2. Vice Dean for Academic Affairs and Vice Dean of Female Undergraduate Studies.
The committee will also include two other faculty members.

Duties of the Committee:

1. Review violations and offenses referred by His Excellency, the President of the IAU, Dean of the College of Medicine or Dean of Student Affairs.
2. Monitor the behavior of the students in the university and its facilities.
3. Suggest remedies for aberrant behavior and attitudes of students and process the remedies using appropriate educational and counselling methods available to the college.
4. Invite all the parties involved in the case, including or chairpersons of academic departments, to hear testimony and statements.
5. Suggest the disciplinary penalties to be carried out against violating students in accordance with the applicable regulations and rules of the university.
6. Submit the committee's decisions to the Dean of the College of Medicine for submission to the relevant office

Student's Advisory Committee

Objective:

This is an advisory body concerned with the realization of effective student participation in the college decisions involving the development of the educational and academic process, probing the views of the male and female students on educational and service activities offered to them.

General organizations:

The formation of the students' advisory board will be as follows:

1. The Dean of the College of Medicine will be the Chairman of the committee.
2. The student's selection process is based on representation of all levels and genders.
3. The board will meet periodically or at least once per study semester.
4. The board may be called into session on an out-of-policy basis if requested in writing by at least 50 percent the members.
5. The meetings will be presided over by the Vice Dean for Academic Affairs if the Dean of the College of Medicine cannot or is unable to attend.

Objectives of the Board:

1. Serve as the communication link and causeway between the college and its students in a way that will enhance the progress of the academic, educational and service processes in the college.
2. Explore the viewpoints of the student population on the academic and extracurricular activities and services offered.
3. Present advice and consultation with the Dean of the College of Medicine on issues of interest to the student population.
4. Cooperate in order to render the college the ideal place to receive knowledge and a fertile environment to absorb higher ethics and morals, make acquaintances and nurture the spirit of goodwill among all members of the college.
5. Link the students to the college and its activities and promote alumni spirit.

Student's Rights Committee

Objectives:

The objectives of this committee are to support and uphold the students' rights on the principles that are consistent with the university's applicable regulations and rules for promotion of fairness and equity culture among the students, offering of the necessary

consultations, informing the students and educating them on their rights and how to secure them through the statutory channels.

The committee membership is as follows:

1. The Chairman of the committee is the Vice Dean for Academic Affairs for male students and the Vice Dean for Female Students' Affairs for female students.
2. The committee will also include two other faculty members and two students.

Duties and Responsibilities of the Committees:

1. Receive complaints and grievances filed by the students in connection with academic and non-academic problems which the student may encounter even if the complaint is against a faculty member.
2. Reach a resolution for such complaints within a maximum period of thirty days from the date the complaint was filed.
3. If the committee cannot reach a decision, the case will be referred to the University's Student Rights Committee.
4. All committee operations are governed by the Student's Rights Charter.
5. The committee will transmit its resolutions to the Dean of the College of Medicine, who will forward the resolution to the relevant agency.

Student Academic Advising and Support Services

Student advising is the process integrated to response to the needs of the student to communicate with the university education. It is necessary to achieve excellence requirements. The goal of the academic advising concept is to direct the students the most appropriate way to achieve the desired success and to adapt with the university environment. Furthermore, student advising aims to educate students about regulations and the laws of the university, all through a variety of counseling services. It has the mission to assist students in their growth and development. The students guided by the advisor, will create educational plans to achieve their future goals and to realize their potentials. This process is based on frequent, consistent, and continuous personal contacts between advisor and advisee (student).

Student Advising Plans

- Orientation to new students to introduce the system (adaptation with the study system, rights, duties...)

- Assist students with low performance (help them to take the right steps to achieve success and to overcome the obstacles)
- Help students with special needs (achievement of the highest academic level by working on solving their problems...)
- Support all students to assist their progress and achievement levels.

Support Services

The IAU offers an exciting variety of activities and events for students. There are enormous resources both (curricular and extra-curricular) available to students. These can be explored in the university website. Examples are:

- Deanship of Student Affairs
- Deanship of Library Affairs
- Deanship of Information and Communication Technology
- Deanship of E-learning and Distance Learning
- University Counseling Center
- University Alumni and Career Development Center
- E-learning services:
 - Student information system
 - E-learning
 - Digital library

The student should explore the college website for more information and publications.

Healthcare

Family and Community Health Center

is a primary Care Center situated in the university's campus to serve both students and faculty. The physicians in the Primary Care Center have the authority to refer the more serious cases to King Fahd Hospital of the University in Al-Khobar.

King Fahd Hospital of the University

King Fahd Hospital of the University is the main teaching hospital run by the faculty of the IAU. All students and faculty and their families can receive treatment at this hospital.

College of Medicine Unit of Alumni and career development

It is located at King Fahd Hospital of the University, Building 501. Extension: 6497

Objectives:

- To provide advisory guidance to students regarding their career planning and employment preparation.
- To develop and promote the theme of an alumni community and create a connection with students prior to graduation and continue their connection with the university post- graduation and beyond.