Bologna Process Guidelines and Regulations

The **Bologna Process** is a multi-objective framework aimed at aligning higher education qualifications across institutions, standardizing the information provided in academic certificates, and facilitating the comparison of university degrees in European Union countries. It enables the adoption of common quality standards and helps higher education systems in student employability and global competitiveness.

Bologna Process Regulations

First: Academic Terms

١. The actual study duration for each semester is 15 weeks, excluding exam periods.

٢. The academic year consists of two semesters: the first (fall) and the second (spring) semester.

٣. The start and end dates of the academic terms, as well as the exam periods, are determined according to the academic calendar issued by the Ministry of Higher Education and Scientific Research, Directorate of Studies, Planning, and Follow-up.

Second: Credit Hours System and Student Workload

١. Each subject is assigned a number of credits determined by the respective departments, with one credit equaling 25 hours of student learning.

٢. The total number of credit hours per semester should not exceed 30 credits, and 60 credits per academic year. The total number of study hours for a student should not exceed 750 hours per semester and 1500 hours per year.

٣. **Student Workload (SWL)** represents the total time spent by the student to achieve learning outcomes, including both scheduled and unscheduled study hours. The weighted calculation of credits (ECTS) includes structured (SSWL) and unstructured (USSWL) hours outside the classroom.

٤. Regularly scheduled study hours per week should not be less than 20 hours and should not exceed 25 hours. In case of theoretical and practical courses, the total number of hours should not exceed 30 hours per week.

٥. The total hours for a subject should be divided into in-class hours, online hours, seminars, practical hours, review hours, laboratory hours, and clinical hours, depending on the program specialization.

٦. The course instructor, with approval from the academic department, will specify the nature of assignments, requirements, or activities (Workload) based on the subject's nature.

Third: Graduation Requirements

١. The total number of credits required to complete a program is based on the program's levels, with 60 credits required per level.

٢. The student must have completed the required summer training for their specific specialization, if applicable.