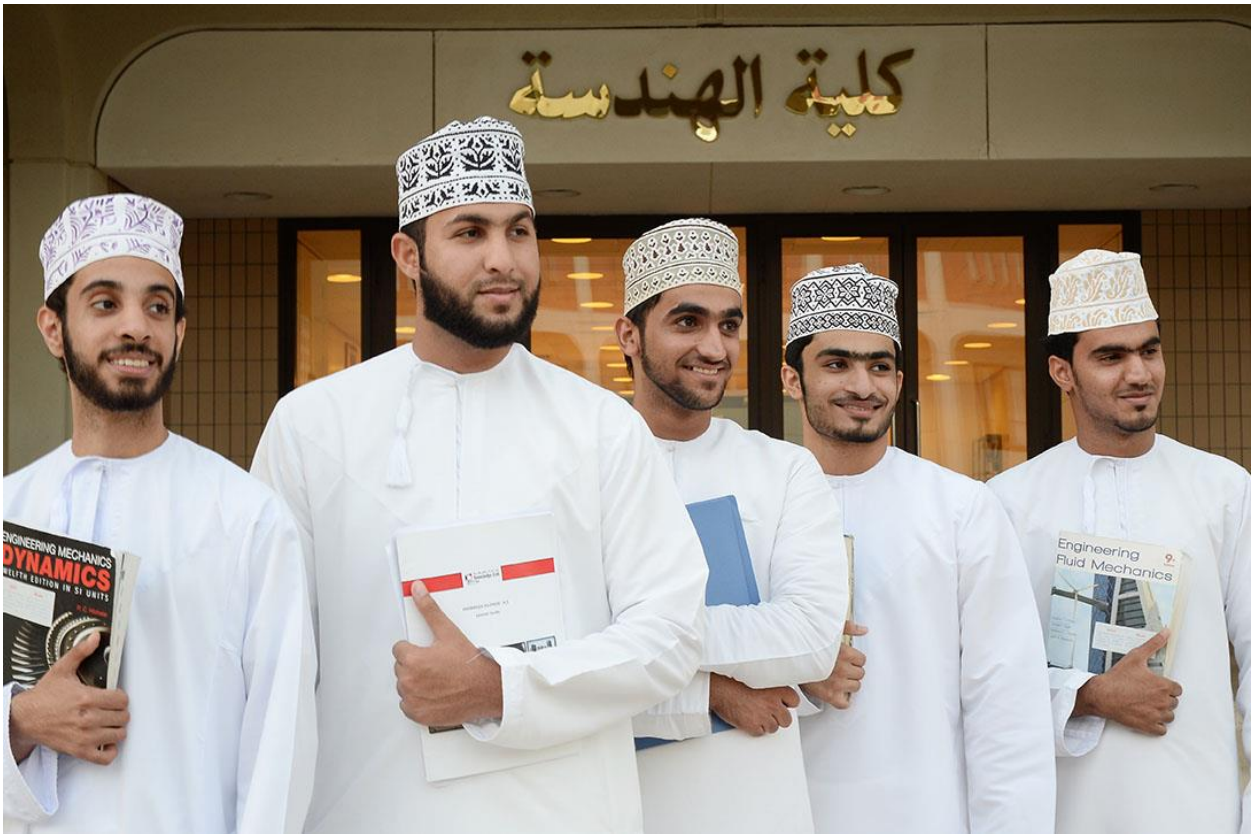
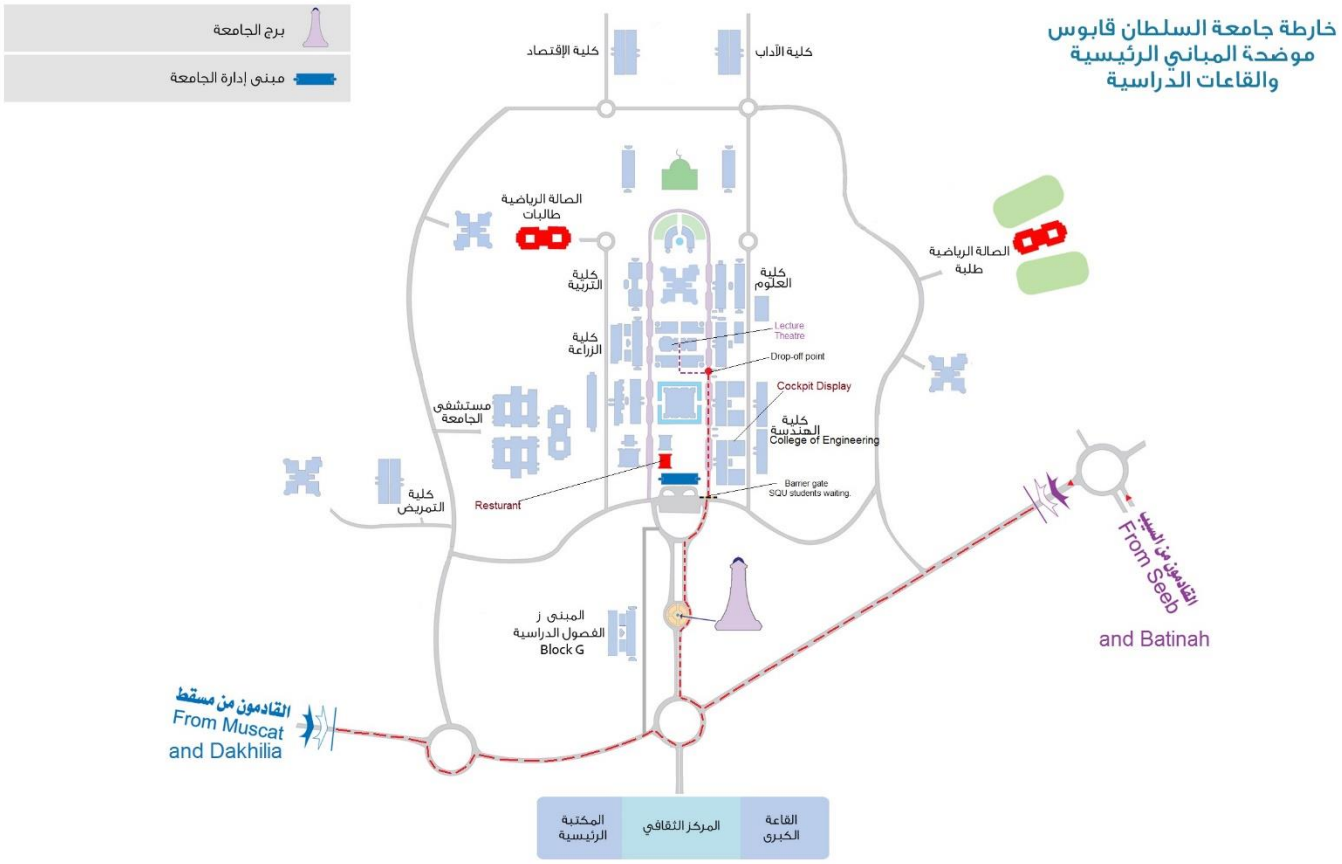
كلية الهندسة
College of Engineering

Sultan Qaboos University

COLLEGE OF ENGINEERING BULLETIN



The Academic Year 2020-2021



THE SULTAN QABOOS UNIVERSITY CAMPUS

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Prof. Ali Al Nuaimi, *HoD, Civil & Architectural Engineering*	2045	24141332
Dr. Mohammed Al Badi, *HoD, Electrical & Computer Engineering*	2065	24141363
Dr. Abdullah Al Shabibi, *HoD, Mechanical & Industrial Engineering*	2048	24141352
Dr. Jamil Naser, *HoD, Petroleum & Chemical Engineering*	1001	24141318
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Saida Hamed Al Mashaikhi, *Student Affairs Specialist (B), ADUS*	2020	24142686
Ahmed Mahfoodh Al-Kharboushi, *Acting Dep. Director, ADPGSR*	2028	24142581
Hanan Abdullah Al Shuaily,*Clerk , ADPGSR*	2020	24142686
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Said Khamis Al Abri, *Clerk, CAE*	2072B	24142573
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Hassan Al Mahrooqi, *Coordinator, ECE*	2066	24141330
Basma Sulaiman Al-Farsi, *Coordination & Follow-Up & Archive Specialist (A), MIE*	2050	24142655
Iman Hamdoon Al Harthy, *Clerk, MIE*	2053	24142569
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Mohammed Said Al Sabti, *Textbook Storekeeper*	0017	24142562
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Rahma Salim Al Baloushi, *Computer Technician B*	1006	24141341
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Khalfan Mazi Al-Rubkhi, *Messenger*	2016	24142584
Ghareeb Khalfan Al-Mazrouey, *Clerk*	0016	24142562

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Modified Academic Calendar 2020-2021
As a result of the suspension of the study for the month

Fall Semester (2020)		
Date	**Week**	**Activity**
13-Sep-2020	1	First week of classes 17-09-2020 Add and Drop period ends End of incomplete grades period (Summer 2020)
20-Sep-2020	2	First week for withdraw with a grade of (W)
27-Sept-2020	3	2nd week for withdraw with a grade of (W)
04 Oct-2020	4	3rd week for withdraw with a grade of (W)
11-Oct-2020	5	4th week for withdraw with a grade of (W)
18-Oct-2020	6	5th week for withdraw with a grade of (W)
25-Oct-2020	7	6th week for withdraw with a grade of (W)
01 Nov-2020	8	7th week for withdraw with a grade of (W)
08 Nov-2020	9	8th week for withdraw with a grade of (W) Start of Academic Advising for Probation Students
15-Nov-2020	10	19-11-2020 Last day for withdraw with a grade of (W) ***18-11-2019 National Day**
22-Nov-2020	11	*07-11-2020 End Postpone semester
29 Nov 2020	12	
06 Dec- 2020	13	Publish Spring Master Timetable (SP2021)
13-Dec-2020	14	*Final Exams for electives courses *Start registration for (Spring 2021)
20-Dec-2020	15	*Final Exams for university requirements *Last day of classes
27- Dec 2020	16	First week of Examinations
03-Jan-2021	17	Second week of Examinations
10-Jan-2021	1	
17 Jan-2021	2	

Approximate Dates

GENERAL INFORMATION

HISTORY

The College of Engineering started its academic programs in 1986 when Sultan Qaboos University accepted its first batch of students. It serves to provide an engineering education to the Omani youth that will enable them to participate in the development of Oman. In 1991, its first batch of sixty engineers graduated. By the end of 2020, more than 6776 young Omani engineers have graduated from its halls.

The College of Engineering offers programs which lead to the Bachelor of Engineering degree in: Civil Engineering, Architectural Engineering, Mechanical Engineering, Industrial Engineering, Petroleum & Natural Gas Engineering, Chemical & Process Engineering, Electrical & Computer Engineering (Communications & Signal Processing), Electrical & Computer Engineering (Power & Systems Energy), Electrical & Computer Engineering (Computer Systems & Networks), Electrical & Computer Engineering (Electronic Instrumentation and Control) and Mechatronics Engineering. The College offers also Masters Degree Programs in Civil Engineering (Water Resources), Civil Engineering, Mechanical Engineering, Industrial Engineering, Electrical and Computer Engineering and Petroleum and Natural Gas Engineering

The College has steadily increased its new student admission. The number of students admitted in the first batch in 1986 was 86 students, while about 481 students were admitted in 2018 with 20% females. The student population in the College is now near 3277 students in undergraduate programs and around 300 in Postgraduate programs.

VISION AND MISSION

VISION
To continue its leading role in engineering education, innovative research and community service in the region and beyond.

MISSION
To excel in engineering education, research and innovation, and community service by promoting the principles of engineering analysis, design and creative thinking, and participating in the exchange of knowledge with national and international communities.

Objectives:

- To prepare highly qualified engineers who are capable of assuming professional careers and pursuing graduate studies.
- To conduct scientific research to expand knowledge in the scientific and engineering fields, and to find engineering solutions to problems faced by society.
- To provide continuing education and to disseminate engineering knowledge through conferences, short courses, workshops, consultation and seminars.
- To promote regional and international cooperation with reputable universities throughout the world.

STRUCTURE

DEANSHIP

The College operates within the Charter of the University. At present, the College structure comprises of the Office of the Dean, the College Board and four Departments.

The *Dean* heads the College and is responsible for managing the Academic, Administrative and Financial Affairs of the College. He is assisted by three Assistant Deans, a Director of Administration and coordinators.

The *Assistant Dean for Undergraduate Studies (ADUS)* provides information regarding academic regulations and curricula. He coordinates and follows up the academic affairs of students, such as preparation of degree programs, timetabling, advising and registration. This is done in coordination with the Deanship of Admissions and Registration, other Colleges, the Centre of Preparatory Studies, Deanship of Students Affairs and among the College Departments. The ADUS office prepares and maintains student records, prepares lists of student examination results for each semester for the College Board.

The *Assistant Dean for Postgraduate Studies and Research (ADPGSR)* manages the research activities of the College by coordinating with the Office of Post-Graduate Studies and Research, other Colleges, Centers and non-University organizations. The Office allocates College research funds to research projects and prepares the annual research report. The Office supervises and coordinates the administration of graduate programs in the College. The Assistant Dean for Postgraduate Studies and Research also liaise with the University administration on the organization of conferences, seminars, workshops and exhibitions. In addition, the office also follows up the progress of Demonstrators and Assistant Lecturers on scholarships and study leave.

The *Assistant Dean for Training and Community Service (ADTCS)* exposes the students to the actual engineering practice via industrial training where this training is compulsory for every student graduating from the College. Through industrial training students are able to correlate what they have learnt at the University with what is being practiced in industry. The trainees are usually involved in a range of activities during training. These activities include design, analysis, manufacturing, testing, regulatory affairs, etc.

ADTCS keeps its Alumni records and to continuously cooperate with them and keep them aware of the educational, research and social activities within the College. Moreover, the office keeps a close tie and continuous interaction with the Industry.

The *Director of Administration* liaises with the University Administration on administrative, personnel and financial affairs related to the College. The director is responsible for recruitment, public relation, transportation, and maintenance of the College facilities. The director is responsible for the College staff records and files.

Pre-specialization Academic Advising Unit (PAAU) -

Location of PAAU (Ground Floor Room 0033 - وحدة الإرشاد الأكاديمي قبل التخصص)

"Pre-specialization Academic Advising Unit" [PAAU] at the College of Engineering is the first unit of its kind at SQU. PAUU was established in Fall 2014. The rationale behind the creation or the main purpose of establisihing the unit is to address the need of proper on-time advice to those students whose major is not specified or allocated yet. This transition period for students might take 1-2 years after admission at SQU. Also, its task is to coordinate with the Foundation Program office and Admission and Registration office of SQU for smooth registration of those students. The College of Engineering has developed its functions and allocated a temporary place at the college till the new building is constrcuted. It has been operational since Fall-2014 for all the students who have not specialized yet. Two faculty members from each department, with experience in curriculum and advisement, are assigned to the unit.

Four members (one from each department) will be available for giving advice for three weeks including the period of add and drop in each semester. After this period advisors can be contacted in their office during office hours.

Current members:

Seq	*Staff Name*	*Department*
1	*Dr. Islam Sallam*	*CAE*
2	*Dr. Mubarak Al Alawi*	*CAE*
3	*Dr. Ahmed Chiheb Ammari*	*ECE*
4	*Dr. Moustafa Eissa*	*ECE*
5	*Dr. Suleiman Al Obaidani*	*MIE*
6	*Dr. Khalid Zebdeh*	*MIE*
7	*Dr. Hasan Abdelatif Hasan*	*PCE*
8	*Dr. Adel Al Ajmi*	*PCE*

DEPARTMENTS

At present, the College has four departments:

1. Department of Civil and Architectural Engineering.
2. Department of Electrical and Computer Engineering.
3. Department of Mechanical and Industrial Engineering;
4. Department of Petroleum and Chemical Engineering.

Each department has a Head of Department (HoD) who is also part of the academic staff. Other staff members include a secretary and academic and technical staff. Each department has a board that consists of HoD as a chair, all members of the academic staff and a senior member of the technical staff. The Departmental Board normally meets once a month.

COMMITTEES

Students are represented in the following two committees:

1. Departmental Staff/Student Liaison Committee:

Composition: Head of Department (Chair), two major students, preferably one senior male and one senior female where applicable per cohort, selected by the students. Those students should be in a good standing and not under any current disciplinary action. At least one faculty member selected by the Department Board should be a member of the Committee.

Functions :

i. The main purpose of the committee is to provide a forum for students to express their views on academic issues in their department, related to their programs and courses, and the teaching and learning environment.

ii. Issues are addressed through discussion, and where appropriate, follow-up with the appropriate individuals and departments.

iii. Issues of an individual student nature or a specific student grade are not addressed in this committee.

iv. The committee meets at least once per semester. Meetings are minuted.

2. College Staff/Student Liaison Committee:

Composition : Dean (Chair), Assistant Dean for Undergraduate Studies, two students preferably one male and one female per cohort, selected from members of the Department Committees, two students, one male and one female, selected from students not yet assigned to a major (pre-major). Two faculty members selected by the College Board.

Functions :

i. The main purpose of the committee is to provide a forum for students to express their views on matters affecting their learning experience. These may be related to their department, other departments or colleges. Typically these would include items or issues referred by the department committees.

ii. Depending on the nature of the issues under discussion, the committee may invite staff from the college or other units of the University to hear their views.

iii. The committee may refer items to the College Board for discussion and/or action.

v. Issues of an individual student nature or a specific student grade fall outside this committee's remit.

vi. The committee meets at least once a semester. Meetings are minuted and the minutes are submitted to the College Board.

The College of Engineering has also 18 other major committees which meet at least twice per semester. Chairs report on the activities of their committees to the College Board. Other standing or *adhoc* committees may be formed by the Dean or the College Board. The list of these committees is as follows:

College Executive Committee
College Undergraduate Studies and Curriculum Committee
College Accreditation Committee
College Strategic Planning & Development Committee
College Academic Promotions Committee
College Postgraduate Studies & Research Committee
College Steering Committee for Mechatronics Engineering Program
College Computing Committee
College Industrial Training Committee
College HSE and Security Committee
College Publication/Web Committee
College Engineering Society Advisors and Social Activity Committee
College Textbook Committee
College Academic Advising Committee
College Agriculture-Engineering Program Committee
College Student Grievances Committee
College Accommodation Committee
College Lab and Equipment Committee
College On-Probation Advisory Committee

UNDERGRADUATE PROGRAMS

ADMISSION

Admission to the College of Engineering is conducted through the Deanship of Admissions and Registration. The College places particular emphasis on quality education and admission criteria ensures the selection of the best students. Students must have passed the General High School Examination (Science Section) with a minimum grade of B in Mathematics and Physics and a minimum grade of C in Chemistry.

University Entrance

One week before classes start in September, new students go through an orientation program that is organized by the Deanship of Students Affairs in coordination with all the Colleges, Centers and Deanship of Admissions and Registration. Students are welcome to the University and its campus to make their change to the new University environment more comfortable. Students Identification Cards are issued to them. Students get to know their accommodation and important University facilities such as cafeteria, clinic, library, computer center and recreational facilities. Students are also introduced to the different University Rules and Academic Advising, such as course registration procedures and academic rules. Students visit their Colleges and meet their academic advisors during the orientation week. They also take Placement Tests to determine their aptitude in the English Language, Mathematics and Computing skills (See section on GFP)

Foundation Program (FP)- English

The Foundation Program (FP) at Sultan Qaboos University (SQU), a pre-requisite qualification for entrance to the degree programs in the university, is in conformity with the requirements of Oman Academic Standards. The program was introduced at SQU since 2010/2011 academic year. The FP has been designed to help adequately prepare admitted students undertake university level education by helping them achieve the prescribed learning outcomes in the four areas: English language, Mathematics, Information Technology and General Study Skills. The FP at SQU consists of course work in three areas: English language, Mathematics and IT. All students should satisfy the FP requirements by either showing accepted alternative qualifications in these areas or achieving exit test standards. The exit test standards in these courses are measured in terms of prescribed student learning outcomes. Students can achieve the exit standards by passing the tests at the beginning of the program or taking the FP courses and passing them. The relevant learning outcome standards in General Study Skills will be integrated into the other three areas.

Placement and Exit Tests

In order to determine whether a student has met the requirements in the FP areas, tests are held during the FP Orientation period before the start of the academic session. There are two tests: the first test is called the **Placement Test** and the second test is called the **Exit Test**. These tests are designed to assess whether or not a student has satisfied the required FP learning outcomes in the relevant areas. It is to be noted that the learning outcomes of Mathematics have components in addition to the ones in the OAC Document, and students can be assessed on all of them. The details of the orientation program, tests schedules and the area/course-specific learning outcomes will be available in the SQU FP website, www.squ.edu.om/fp.

Important information about the tests:

1. All new students at SQU are required to take the Placement Test. The tests will be conducted in the classrooms and laboratories of SQU.
2. Students who show advanced abilities on the English language Placement Test are eligible to sit the English language Exit Test.
3. Students who pass the Exit Tests in the three FP areas are considered to have satisfied the learning outcomes of these areas, and are thus not required to register for the FP courses.
4. The English language Placement Test assesses competence in listening, reading and language use. The English language Exit Test assesses language proficiency in listening, reading, language use and writing.
5. In Mathematics, tests are conducted for courses at two levels – basic and advanced. The Mathematics Placement Test assesses the learning outcomes of Basic Mathematics. The learning outcomes of
6. Advanced Mathematics – Mathematics for Social Sciences or Mathematics for Sciences – are assessed through the Exit Tests.
7. The IT Placement Test and the Exit Test assess the learning outcomes of the IT area.
8. The Placement Test and the Exit Test of Mathematics are of "Multiple Choice Questions" (MCQ) format.
9. The Placement Test of IT is MCQ format, while its Exit Test is laboratory-based.
10. For the MCQ-based tests, students are required to mark the answers on a separate "Optically Machine Readable" (OMR) sheet. They should darken the bubbles on the OMR sheet using a 2HB pencil.
11. For the Arabic-medium degree programs, the language of the Placement Tests of Mathematics and IT is Arabic.
12. For the English-medium and bilingual degree programs, the Placement Tests of Mathematics and IT are bilingual – the question papers are set in English and Arabic languages.
13. The Exit Tests of Mathematics and IT are conducted in English language. Only those students who are placed at Level 4 or higher in English language are allowed to sit the Exit Tests in these two areas.

FP Courses

A brief outline of the placement scheme in FP courses is given below:

In **English language**, based on the results of the English Placement Test, students are allocated to six groups of comparable linguistic proficiency. The teaching and assessment of each level lasts 8 weeks and each week has 20 teaching hours.

In **Mathematics,** all students who do not achieve the learning outcome standards for the first Mathematics course – Basic Mathematics – in the Placement Test are required to study this course. The Advanced Mathematics has two branches: (i) Mathematics for Social Sciences and (ii) Mathematics for Sciences. Students enroll in one of these courses depending on their degree program. Students who pass the Placement Test are eligible to sit the Exit Test for Mathematics for Social Sciences or Mathematics for Sciences. Those who do not pass the Exit Test are required to take the relevant advanced course. Mathematics courses are offered in English or Arabic medium depending on the language of the relevant degree program. Only those students who are placed at Level 4 or higher in FP English are allowed to enroll in English based Basic Mathematics and Advanced Mathematics courses. FP Mathematics courses run for a full semester. The weekly study load for Mathematics courses is 4 hours.

In **IT**, there is only one FP course – Personal Computers and Software Packages (PC & SP) – which is given to all students. Students who do not achieve the required standard in either of the IT tests are required to take this course. In the IT course also, the medium of instruction depends on the language of instruction of the relevant degree program. For the English based IT course, students should be placed at Level 4 or higher in the FP English. The course runs for a full semester, and the weekly study load is 4 hours.

The list of courses in FP and the college(s) to which each course is offered, are given in the table below:

Area	Course	Colleges
English	English Level 1	All colleges
	English Level 2	All colleges
	English Level 3	All colleges
	English Level 4	All colleges
	English Level 5	All colleges
	English Level 6	All colleges
Mathematics	Basic Mathematics	All colleges
	Mathematics for Social Sciences	Arts & Social Sciences Commerce & Economics Education Law
	Mathematics for Sciences	Agriculture & Marine Sciences Engineering Medicine & Health Sciences Nursing Science
IT	PC & Software Packages	All colleges

Exemption from FP

All new students who have satisfied the following requirements are exempted from FP of the relevant area:

English	• IELTS 5.0 (with a minimum band of 4.5 in the four areas of writing, speaking, listening and reading), or • Paper-based TOEFL score of at least 500, or • Internet–based TOEFL (IBT) score of at least 61 (Please note that the Institutional TOEFL (ITP) is not accepted)

Website Information

Website: www.squ.edu.om/fp

Foundation Program (FP)- Arabic

البرنامج التأسيسي

أصبح البرنامج التأسيسي بجامعة السلطان قابوس مدخلاً إلزامياً للدراسة بجميع كليات الجامعة إبتداءً من العام الدراسي 2011/2010. ولقد صمم البرنامج لإعداد الطلاب المقبولين بالجامعة للدراسة الجامعية من خلال تحقيق مخرجات التعلم المطلوبة وفقاً للمعايير الأكاديمية العمانية ، حيث يؤهل البرنامج الطالب في أربعة جوانب وهي اللغة الإنجليزية والرياضيات وتقنية المعلومات ومهارات التعلم. وسوف لن يسمح للطالب بدء الدراسة الجامعية قبل التسجيل في البرنامج التأسيسي.

مقررات البرنامج التأسيسي:

يبين الجدول أدناه المقررات التي يتوجب على مختلف طلاب برامج الدراسة الجامعية المختلفة تحقيق مخرجات التعلم فيها في مجالات اللغة الإنجليزية والرياضيات وتقنية المعلومات.

المجال	المقرر	البرامج
اللغة الإنجليزية	اللغة الإنجليزية المستوى (1)	جميع البرامج باللغة الإنجليزية و البرامج ثنائية اللغة (العربية و الإنجليزية)
	اللغة الإنجليزية المستوى (2)	
	اللغة الإنجليزية المستوى (3)	
	اللغة الإنجليزية المستوى (4)	
	اللغة الإنجليزية المستوى (5)	
	اللغة الإنجليزية المستوى (6)	
الرياضيات	أساسيات الرياضيات	برامج جميع الكليات
	الرياضيات للاجتماعيات	برامج كلية الآداب والعلوم الاجتماعية وكلية التجارة والاقتصاد و كلية التربية و كلية الحقوق
	الرياضيات للعلوم	برامج كلية الزراعة والعلوم البحرية و كلية الهندسة و كلية الطب والعلوم الصحية و كلية التمريض و كلية العلوم
تقنية المعلومات	تقنية المعلومات	برامج جميع الكليات

مجال الرياضيات التأسيسي:

يتم تدريس مواد الرياضيات باللغة الإنجليزية أو العربية حسب البرنامج الدراسي للطالب، هذا ويتطلب الانخراط في دراسة الرياضيات باللغة الإنجليزية الحصول على المستوى الرابع في اختبار تحديد المستوى للغة الإنجليزية. تدرّس مواد الرياضيات في البرنامج طوال الفصل، بمعدل أربع ساعات أسبوعيا.

- يدرس الطالب مقررين في الرياضيات وهما مقرر أساسيات الرياضيات يليه إما مقرر الرياضيات للعلوم (لطلاب الكليات العلمية) أو مقرر الرياضيات للاجتماعيات (لطلاب الكليات الإنسانية و الاجتماعية).
-

تدرّس كل مقررات الرياضيات طوال الفصل الدراسي بمعدل أربع ساعات أسبوعياً.

- يدرّس الطالب مقرر الرياضيات للعلوم باللغة الإنجليزية.
- يدرّس مقرر الرياضيات للاجتماعيات باللغة العربية للطلاب الذين ستكون دراستهم الجامعية باللغة العربية و بالغة الإنجليزية للطلاب الذين ستكون دراستهم الجامعية باللغة الإنجليزية أو باللغتين معاً.
- تتطلب دراسة مقررات الرياضيات باللغة الإنجليزية الحصول مسبقا على المستوى الرابع على الأقل في اللغة الإنجليزية .
- يقيم اختبار تحديد المستوى في الرياضيات الطلاب في محتويات مقرر أساسيات الرياضيات و على من يرسب في هذا الاختبار دراسة هذا المقرر و النجاح فيه ثم مقرر الرياضيات للعلوم أو مقرر الرياضيات للاجتماعيات حسب البرنامج الذي سيلتحق به الطالب.

- إذا رسب الطالب في اختبار الاجتياز فعليه دراسة مقرر الرياضيات للعلوم أو مقرر الرياضيات للاجتماعيات حسب البرنامج الذي سيلتحق به وعند النجاح فيه يكون قد استوفى متطلبات البرنامج التأسيسي في الرياضيات.

مجال تقنية المعلومات التأسيسي:

هناك مادة واحدة في البرنامج وعلى الطلاب الذين لم يستوفوا المعايير المطلوبة في أي من إختبارات الكمبيوتر دراسة هذا المقرر. يدرس البرنامج باللغتين حسب البرنامج الدراسي للطالب. ويتطلب الانخراط في دراسة الكمبيوتر باللغة الإنجليزية الحصول على المستوى الرابع في اختبار تحديد المستوى للغة الإنجليزية.يتم تدريس مادة علوم الكمبيوتر في البرنامج طوال الفصل، بمعدل أربع ساعات أسبوعيا.

- يدرّس مقرر واحد في تقنية المعلومات .
- يدرّس مقرر تقنية المعلومات طوال الفصل الدراسي بمعدل أربع ساعات أسبوعياً.
- يدرّس مقرر تقنية المعلومات باللغة العربية للطلاب الذين ستكون دراستهم الجامعية باللغة العربية وبالغة الإنجليزية للطلاب الذين ستكون دراستهم الجامعية باللغة الإنجليزية أو باللغتين معاً.
- تتطلب دراسة مقرر تقنية المعلومات باللغة الإنجليزية الحصول مسبقا على المستوى الرابع على الأقل في اللغة الإنجليزية .
- يقيم اختبار تحديد المستوى في تقنية المعلومات الطلاب في أساسيات تقنية المعلومات.

إذا رسب الطالب في اختبار تحديد المستوى أو اختبار الاجتياز فعليه دراسة مقرر تقنية المعلومات ، و عند النجاح فيه يكون قد استوفى متطلبات البرنامج التأسيسي في تقنية المعلومات .

مجال اللغة الانجليزية التأسيسي:

بناء على نتائج اختبارات تحديد المستوى في اللغة يتم توزيع الطلاب إلى ستة مستويات بحيث تكون مهارات الطلاب في كل مجموعة متقاربة. يتم التدريس والتقييم في كل مستوى بواقع عشر ساعات تدريسية في الأسبوع لمدة ثمانية أسابيع.

- يقسم الطلاب وفق أدائهم في اختبار تحديد المستوى إلى ست مجموعات من المستوى الأول (الأدنى) إلى المستوى السادس (المستوى الأعلى) بحيث تكون مهارات الطلاب في كل مستوى متقاربة.
- تكون مدة التدريس في كل مستوى ثمانية أسابيع بواقع عشرين ساعة أسبوعياً يجلس الطالب في نهايتها لاختبار الانتقال إلى المستوى التالي.
- يقيم اختبار نهاية المستوى السادس في اللغة الإنجليزية كفاءة الطلاب في الاستماع والقراءة واستخدام اللغة إضافة إلى الكتابة.

يعتبر الطالب الناجح في اختبار نهاية المستوى السادس مستوفياً لمتطلبات البرنامج التأسيسي في اللغة الإنجليزية.

Admission into Major

Students select their major normally before their third semester of credit courses. Deadlines for submitting applications are announced by the Office of the Assistant Dean for Students Academic Affairs. The minimum requirements to specialization are:

- Student must complete at least 25 credit hours before specialization.
- The student should complete the following four courses:

MATH2107 Calculus I	(4 credits)
PHYS2107 Physics I	(4 credits)
CHEM1071 General Chemistry for Engineering	(3 credits)
ENGR1501 Introduction to Engineering	(1 credit)

- A student under probation cannot apply for specialization unless he/she has finished 40 credits hours.

Generally, admission into major is based on the student's preference. However, when there are more applications to a major than available spaces, selection is based on the best grades. Subject to space availability, a student can apply to change from an engineering major to another engineering major if the change will not cause much delay in his/her graduation and if his cumulative GPA allows him for this transfer.

Students wishing to change to another College need to contact the Admissions & Registration for details and Application Forms. (Please see forms on Pages 162-164).

ACADEMIC RULES AND REGULATIONS

The Deanship of Admissions & Registration issues a booklet on Academic Regulations which contains all procedures, rules and regulations related to academic matters. For additional information, please refer to this booklet, or visit the website at www.squ.edu.om/ar

Academic Advising & Registration

3.2.1.1 Academic Advising

Following admission to the University, each student is assigned an academic advisor whose role is to:

a) help the student discover his/her potential and capabilities
b) approve the student's choice of courses each semester in accordance with the Degree Program and Academic Regulations
c) assist the student in exploring alternative paths to the degree if for any reason the normal pace of the degree is disrupted
d) advise the student on other matters affecting his/her studies.

The advisor must approve a student's proposed registration each semester and help develop a recovery plan for students on academic probation in consultation with the academic Assistant Dean. A student may be re-assigned to a new advisor upon selection/change of major.

Advising Remarks

Issues that an academic advisor should make sure that his/her advisees are aware of:

- Students should make sure that they have a copy of their degree plans and familiarize themselves with its details.
- Advisor's approval is required in most forms (i.e. Registration, Add & Drop, Posponement, etc.)
- Students should arrange to go and see their advisors whenever necessary and not only during registration.
- Attendance is mandatory, student should be familiar with the attendance policy of the University.
- A delay in taking pre-requisite courses will delay progress. Student should avoid dropping a pre-requisite course as much as possible.
- When the GPA is poor, it should be discussed with the advisor on reducing the course load as a high load will be a heavy burden and might lower the student's GPA even further.
- Students should watch deadlines and notices on the boards.
- Advisors expect students to do their best.
- Students are responsible for knowing the academic regulations and their degree plan and all its requirements.

3.2.1.2 Registration

Registration is the process by which a student selects courses according to the guidance of his/her advisor and formally enrolls in those courses.

Information regarding the schedule, location and deadlines of the registration period and timetables is given to students and advisors in advance of the scheduled registration period. On line registration is available at the Deanship of Admissions and Registration web or SIS web page (look for A&R announcement).

A student may be prevented from registering if:

- The section is full
- Admission procedures are not complete.
- There is a timetable conflict
- Specific academic pre-requisites are not met. (Note: students are responsible for ensuring that he/she has fulfilled the published pre-requisites. Failure to observe this may result in that course registration being withdrawn. The guidance of the advisor should be needed)
- Textbooks have not been returned as requested
- Conditions based on past performance or disciplinary status have not yet been met.

Students registering late may find that available courses are limited.

Students wishing to change their registrations may do so during the first week of scheduled classes with no effect on their transcript. Such changes of registration shall be made through the Add/Drop form.

A student wishing to add a course must have it approved by the advisor and course department. Permission may be granted provided there is room in the course and it is within the student's maximum course load.

No courses may be added after the Add/Drop period except in unusual individual circumstances approved by the HoD and the Dean of Admissions and Registration.

A student who wishes to drop (withdraw from) a course between the second week of classes and the end of the half-way point in the course (week 10) will be given a 'W' beside the appropriate course on his/her transcript. Students have only four chances to withdraw courses in their entire period of study.

A course dropped after the half-way point will be designated 'F' on the transcript.

During the summer semester, pre-registrations are considered to be official and may only be changed in special circumstances.

Students who wish to add or drop a course following initial registration should use the Add/Drop form to update their registration form. Add/Drop activity cannot take place before the start of the semester. Add/Drop is now available online through the web using SIS system.

Normally the duration of the processes for the summer semester shall be half that allowed for the regular semesters (8 weeks).

In regular semesters, a student shall normally register in 4-6 courses (15 credits) concurrently or a maximum of 6 courses (18 credits) concurrently. The normal load in a summer semester shall be 2 concurrent courses (maximum of 8 credits).

A student's course load status will be extended if the semester GPA on a full course load in the two preceding semesters was at least 3.00, or if the cumulative GPA is at least 3.00. Such a student may register in up to 21 credits.

Students on academic probation shall be required to reduce their load to a maximum of 12 credits during a regular semester and 6 credits during the summer semester (5 credits are recommended).

Unless it is the student's final semester, in regular semesters, students are not allowed to register less than 9 credits.

A student in position to graduate at the end of the summer may be exempted from the minimum course/credit level. Prob. 1, Prob. 2 and Prob. 3 students are not allowed to register for Summer Semester unless graduating.

3.2.2 Degree Plans

Requirements for completing a degree shall be stated for each year of entry (cohort) as the total number of credits needed with specific instructions regarding University, College, major and minor, program credits, electives and other specific requirements. The total number of credits required for a Bachelor of Engineering is 136 credits (only Architectural Engineering program requires 156 credits). Given normal scheduling patterns, the program can be completed within 13 semesters excluding the GFP. A time limit of four additional semesters may be allowed. The Degree plan and the changes made to it is binding on students in terms of graduation requirements.

Degree plans of all engineering programs can be downloaded from the College website through departments/programs.

Degree requirements are classified into three groups:

a) **University Requirements and University Electives**

All degree plans include 6 credit hours of the following University Requirements and 6 credit hours of University Electives:

- 2 credits in Arabic Language (ARAB 1060)
- 2 credits in Oman and Islamic Civilization (HIST1010) or Islamic Culture (ISLM1010)
- 2 credit in Omani: State & People (SOCY1005)
- A minimum of 6 credits in General University Elective courses.

General Electives are standard regular courses offered by any College in the University which the student may freely choose to take (subject to fulfilling pre-requisite requirements), but which do not form part of his or her College or Specialization requirements and electives. They may not be restricted to a subset of courses at the College level. The courses chosen must not duplicate others already taken. It is recommended to select humanity courses as university electives. The student can select University Electives from the following list:

b) **College Requirements and Electives**

A total of 32 credit hours are required for all students in the College and 3 credits hours as a College programming language Elective (ENGR2217 or COMP2002).

c) ***Departmental and Major Requirements & Electives***

A total of 89 credit hours are required for the Departmental and Major requirements and electives for all programs except for Architectural Engineering (AREN):

- Departmental Requirements:
  All students in the same department must take these requirements.

- Major Requirements:
  All students in the same major must take these requirements.

(See section on Department/Major for the list of these courses.)

- Major Requirements:

* Only credits earned in courses which fall within the degree plan for the major shall be counted towards the total required for a degree.

* The degree requirements specified when a student is admitted to his/her degree program shall remain in effect until the degree is completed.

* Degree plan description for each department can be found in the section on departments in this document.

First Two Semesters Degree Plan (Pre-Speciliazation Plan)

Every student should follow the following degree plan in the first two semesters after finishing the Foundation Program.

This two semester degree plan is common in all departments so regardless of which department the student will select and join, he/she can follow this degree plan:

	Course Code	Course Title	Cr.	Pre-req./Co-req.*	Cat.
Semester 1	CHEM1071	General Chemistry for Engineering	**3**	FPEL (0560 or 0600 or 0601 or 0604) and FPMT(0105)	CR
	HIST1010 ISLM1010	Oman & Islamic Civilization **or** Islamic Culture	**2**		UR
	LANC2160	English for Engineering I	**3**	FPEL (0560 or 0600 or 0601 or 0604)	CR
	ENGR1501	Introduction to Engineering	**1**	FPEL (0560 or 0600 or 0601 or 0604)	CR
	ENGR1600	Workshop I	**1**	FPEL (0560 or 0600 or 0601 or 0604)	CR
	MATH2107	Calculus I	**4**	FPEL (0560 or 0600 or 0603 or 0604) and FPMT (0105)	CR
	Total		**14**		

	Course Code	Course Title	Cr	Pre-req./Co-req.*	Cat.
Semester 2		University Elective I	**2**		UE
	SOCY1005	Omani: State & Peop.	**2**		UR
	ARAB1060	Arabic	**2**		UR
	LANC2161	English for Engineering II	**3**	LANC2160	CR
	MATH2108	Calculus II	**3**	MATH 2107	CR
	PHYS2107	Physics For Engineering I	**4**	FPEL (0560 or 0600 or 0601 or 0604) and FPMT(0105), MATH2107*	CR
	Total		**16**		

3.2.3 Course Substitutions

In exceptional circumstances, the Assistant Dean for Undergraduate Studies in consultation with the Department Head, may allow a student to fulfil a program requirement with an equivalent course. Such a substitution must be approved in consultation with the Dean of Admissions and Registration.

No course from the University Requirements or College Requirements may be used to replace a departmental course.

3.2.4 Industrial Training Program

All engineering students are required to take two Industrial Training Programs (ENGR3006 Training I and ENGR4006 Training II). ENGR4006 is planned in the Summer after the students complete their fourth year. For a period of 6-8 weeks the students receive training from a private company or government ministries related to their specialization. The student, supervised by the training organization, has to submit at the end of the training period a report to his/her department. At present it is a non-credit course and is graded “PASS” or “NOT PASS.” The industrial training program is coordinated by the Assistant Dean for Industrial Training and Alumni.

In addition, students get a 3-week in-house training in their third year during the break between the Fall and Spring Semester. Depending on the department, this training is in the form of Field Surveying, Electrical Workshop or Mechanical Workshop.

3.2.5 Attendance Policy

It is the student's responsibility to be punctual and to attend all classes. Failure to attend classes for whatever reason is considered as part of the percentage missed. Course instructors should keep attendance records. Students bear full responsibility for checking their own attendance record.

An "absentee warning notice" will be issued if a student is absent for:

- more than 10% in courses with less than 75 total contact hours
- more than 5% in courses with 75 or more total contact hours

An "absentee withdrawal notice" will be issued and the student will be deemed to have withdrawn from the course with an 'FW' grade which will be calculated like an F in the average if a student is absent for:

- more than 20% in courses with less than 75 total contact hours
- more than 15% in courses with 75 to 150 total contact hours
- more than 10% of total contact hours for courses with more than 150 total contact hours.

Certain absences like participation in official University activities locally or abroad may be excused by the instructor. (See Academic Policy Booklet.)

3.2.6 At-Risk

A student who completes the first regular semester of nine or more credits with a semester grade point average of between 1.00 and 1.99 will be given a course load status of 'At Risk' and although not on probation will be required to visit their advisor to be able to use online registration.

3.2.7 Probation

A student shall be placed on probation and required to take remedial action when:

- The cumulative GPA (Grade point Average) falls below 2.00 (see Academic Policy Booklet on how to calculate GPA) or;
- The cumulative GPA is 2.00 or above but the current semester GPA falls below 1.00 or;
- The cumulative GPA is 2.00 or above but the semester GPA is below 2.00 for 2 consecutive semesters.

In such cases the student shall be required to reduce his/her course load to a maximum of 12 credits.

A student must repeat any failed course which is required in the degree plan. Where the degree plan identifies choices or substitutes, a student may replace a failed course with one of these. Any course which is repeated must be repeated in its entirety. A student may also repeat a course in which the earned grade is C or below provided it has been taken within 2 semesters.

In all cases of repeated courses, all grades earned shall appear on the transcript but the most recent grade only shall be used in the calculation of the Grade Point Average (even if it is lower than the original grade).

Passed courses may be repeated once, failed courses twice. Further attempts require special permission.

Note: *Students on Probation are required to collect probation notice from the Admissions & Registration to be signed by their guardian so that their names will be included in the course registered.*

General remarks regarding probation from the Academic Regulations

The following system applies for the 2012 cohort onwards

1. The Probation course load status progression will be Prob01, Prob02, Prob03.

The following messages will appear on their transcripts:

First Probation: (Prob01)Warning
Second Probation: (Prob02) Final Warning
Third Probation: (Prob 03)Required to withdraw from the University for Academic Reasons

2. Unless the semester GPA falls below 1.00, the first semester in credit should not count towards probation.
3. The probation status progressions are consecutive.
4. If a student goes back on probation after leaving it, he/she will return to the level in which he/she was last time. For example:
   Normal > Prob01 > Prob02 > normal > Prob02 > Prob03.
5. A student under Prob03 could be re-admitted if all of the following conditions are satisfied:
   a. A minimum semester GPA of 1.80
   b. A minimum cumulative GPA 1.80
   c. Achieve a minimal satisfactory credit accumulation during study at the university as laid out in the below table:

Semester in Credit	Acceptable number of Credits earned
1	0
2	1
3	13
4	25
5	37
6	49
7	61
8	73
9	85
10	97
11	109
12	121
13	133

In such cases the student shall be required to reduce his/her course load to 9-12 credits.

A student on Probation must return to Normal status within the following semester. A summer semester counts as one of the semesters if a student registers for a full load (6 credits or more) in that session. A student who completes two consecutive semesters on Probation shall be sent a warning notice reminding him/her of the final remaining semester within which to achieve a cumulative GPA of 2.00. A student who fails to fulfill this condition will be required to formally withdraw from the University. Students on Probation for a second semester must inform their parents or guardians and obtain a signed agreement in order to register.

Withdrawn from University

Students will be considered to have withdrawn from the University if the percentage of courses with grades of "FW" and "F" is 50% or more in two consecutive semesters (applicable for Cohort 2011 onwards excluding those students still taking foundation program courses)

Maximum duration

Once having begun a program of study, students are expected to complete their degrees within a reasonable time frame. Irrespective of their course load status, students should achieve a minimal satisfactory credit accumulation during study at the University as laid out in the following table:

Semester in credit	Acceptable number of Credits earned	*Unacceptable* number of credits resulting in Withdrawal
1	0-12	—
2	1-24	0
3	13-36	12
4	25-48	24
5	37-60	36
6	49-72	48
7	61-84	60
8	73-96	72
9	85-108	84
10	97-120	96
11	109-132	108
12	121-144	120
13	133-156	132

الملاحظة الأكاديمية

يطبق نظام الملاحظة الأكاديمية التالي على دفعة 2011 وما بعدها:

يكون ترتيب الملاحظة الاكاديمية في سجل الطالب الدراسي كما يلي: ملاحظة أولى، ملاحظة ثانية، ملاحظة ثالثة. وستظهر العبارات التالية في كشف الدرجات

ملاحظة أكاديمية أولى/إنذار
ملاحظة أكاديمية ثانية/إنذار نهائي
ملاحظة أكاديمية ثالثة/مطالب بالانسحاب من الجامعة لأسباب أكاديمية

- لن يحتسب الفصل الدراسي الأول من الملاحظة الاكاديمية مالم يحصل الطالب على معدل نقاط التقدير الفصلي أقل من 1.0،
- أن يكون تعاقب الملاحظة الاكاديمية بشكل متتالي،
- عند عودة الطالب للملاحظة الاكاديمية بعد خروجه منها، يوضع في نفس الملاحظة الاكاديمية التي سبق له الحصول عليها، على سبيل المثال:

عادي > ملاحظة 1 > ملاحظة 2 > عادي > ملاحظة 2 > ملاحظة 3.

- يمكن أن يمنح الطالب الواقع تحت الملاحظة 3 فرصة لإعادة قيده في الجامعة إذا ما حقق ما يلي:
  - معدل فصلي (1.8) كحد ادنى،
  - معدل تراكمي (1.8) كحد ادنى،
  - انجاز الساعات المعتمدة الموضحة في الجدول ادناه على الأقل خلال فترة دراسته في الجامعة،

رقم الفصل الدراسي	عدد الساعات المطلوب على الأقل إنجازها
1	**0**
2	**1**
3	**13**
4	**25**
5	**37**
6	**49**
7	**61**
8	**73**
9	**85**
10	**97**
11	**109**
12	**121**
13	**133**

في مثل هذه الحالات سوف يطلب من الطالب أن يخفض عبئه الدراسي إلى 12 ساعة معتمدة أو أقل.

يتوجب على الطالب الذي يقع في الملاحظة الأكاديمية أن يرفع معدل نقاط تقديره إلى الوضع الطبيعي خلال الفصل الدراسي التالي. ويعد الفصل الصيفي أحد الفصول الدراسية إذا ما كان الطالب قد سجل لعبء دراسي كامل (6 ساعات أو أكثر) خلال ذلك الفصل. أما الطالب الذي يكمل فصلين متتاليين في الملاحظة الأكاديمية، سوف يرسل له مذكرة إنذار بأن عليه رفع معدله التراكمي إلى 2.00 خلال الفصل الدراسي التالي. وعليه فإن الطالب الذي لا يتمكن من تحقيق هذه المتطلبات سوف يطلب منه الانسحاب رسمياً من الجامعة. وعلى طلبة الفصل الثاني من الملاحظة الاكاديمية إحضار إقرار موقع من أولياء أمورهم حتى يسمح لهم بالتسجيل.

المطالبة بالانسحاب من الجامعة بسبب ا لرسوب (F) أو الرسوب بسبب الغياب (FW)

تتضمن قواعد الإنسحاب غير الرسمي من الجامعة (النظام الاكاديمي ، ب 8-3) العبارة الآتية:

اذا وصلت نسبة المقررات بتقدير راسب (F) وراسب بسبب الغياب (FW) 50% أو أكثر في فصلين دراسيين متتاليين فإن الطالب يطالب بالإنسحاب من الجامعة.

إنهاء الدراسة الجامعية في فترة مقبولة

بغض النظر عن الوضع الدراسي للطالب فإنه يتوجب عليه إستكمال حد أدنى من الساعات التراكمية المعتمدة كما هو مبين في الجدول أدناه:

الفصول الدراسية في الساعات المعتمدة	عدد الساعات المعتمدة المكتسبة المقبولة	عدد الساعات المعتمدة غير المقبولة والمؤدية إلى الانسحاب
1	0-12	-
2	1-24	0
3	13-36	12
4	25-48	24
5	37-60	36
6	49-72	48
7	61-84	60
8	73-96	72
9	85-108	84
10	97-120	96
11	109-132	108
12	121-144	120
13	133-156	132

3.2.8 Final Examinations

For written final examinations, the following conditions apply:

- All examinations will be scheduled within the time period designated for examinations as approved in the University Calendar of Events. No examinations may be scheduled outside that period.

- A student who has more than two examinations in one day or more than three in two consecutive days may notify their Assistant Dean so that an alternative can be explored. In considering such cases the examination with the highest enrolment must take priority. However, the final exam is linked to registration. If the student accepts his registration, he should also accept his final exam schedule.

- Final exams are scheduled now by the SIS system at the time of registration. Student can see their final exams schedule after registration.

The following conditions apply to students writing final examinations:

- No student may enter the examination room after the expiration of 30 mins from the start of the examination, or leave during the first half hour of the examination. A student arriving more than 30 minutes after the start of the examination is considered absent.

- A student who hands in the paper is deemed to have left the examination
- A student arriving late but within the stated time limit has the same scheduled finish time as the other students.
- If a student is absent for what is considered a valid and unavoidable reason by the instructor/course co-ordinator, make-up examination will be devised by that instructor/course co-ordinator. The examination should replicate the one for which other students sat in all ways (duration, difficulty, components) except actual content.
- Unless an instructor specifically allows pencil, all examinations must be written in ink.

- No student may be re-examined for the purpose of changing a grade other than Failure with Supplemental Privilege (FSP).

If a student commits an act of academic misconduct, it may be documented and then one or more of the following penalties may be applied:

- Written warning.
- downgrading of an assignment or examination.
- An 'F' grade given to the assignment or examination.
- An 'F' grade given to the course.
- Suspension from the University for a specified period.
- Expulsion from the University.

GRADUATION REQUIREMENTS AND AWARDS

3.3.1 Graduation Requirements

In order to qualify for graduation, students shall:

- Have completed the curriculum requirements of their degree plan with a minimum cumulative GPA of 2.0, and
- Have fulfilled any additional requirements specified by the degree plan.

Students must fill an online Graduation Intent Form in their final year and a degree verification is done for these students.

During the final year of students, they should fill up the Degree Audit Form with their advisors for degree/courses verification. The degree audit must be submitted to A&R through Assistant Dean for Undergraduate (ADUS) Office.

3.3.2 Awards

The University shall recognize those students who achieve high academic standing in their programs on a semester basis by the publication of a University Excellent Students' and a Deans' List.

The Excellent Students' List records all students who, on the combined results of only the consecutive Fall and Spring semesters of one academic year and while carrying a normal load, achieve the following:

- *Distinction* : Cumulative GPA between 3.70 and 4.00 with no grade below B, **or**
- *Honours First Class* : Cumulative GPA between 3.70 and 4.00 but with grade (s) below B. or
- *Honours Second Class* : Cumulative GPA between 3.50 and 3.69 with no grade below C.

Graduating students are not included on this list as they will be recognised at the graduating ceremony.

Dean's List: The names of all undergraduate students with high semester GPAs will be placed every semester on the Dean's List. The list will be posted in a prominent location. A congratulatory letter will also be sent to each student. Eligible students must have registered in not less than 12 hours in the semester with no incomplete grades.

Dean's Distinction List: Semester GPA≥3.70 with no grade below B
Dean's Honour List : Semester GPA between 3.50 and 3.70 with no grade below C. Should the student have an Incomplete (I(x)) course at the end of the term, he/she will not receive recognition as a member of the University Excellent Students or Dean's List until such time as the course is completed and the final term Grade Point Average is determined.

3.4 STUDENT INFORMATION SYSTEM

3.4.1 College of Engineering Web Site

The College of Engineering has a website that can be accessed through Intranet and Internet. Each department of the College of Engineering is contributing in developing and maintaining the website. Important information about each department such as degree plans, faculty, and facilities can be obtained by browsing the web site. Members of the College Web Committee are responsible for maintaining and updating the website. The College website can be accessed through the University Home Page www.squ.edu.om or directly on www.squ.edu.om/engineering.

All recent degree plans are available within each department web page. Follow the instructions shown at the end of this document to access the Degree Plans.

3.4.2 Admissions and Registration Website

The Admission and Registration website provides information on matters related to the admissions and registration for the students and members of the staff. Information on Admissions, Academic Regulations, University degree plans, Timetables, Section Counts, Statistics, student status, and related matters are presented on the web site. The Admissions and Registration web site can be accessed through the link on the University Home Page or through the address www.squ.edu.om/ar.

Students are encouraged to browse these web sites on regular basis in order to update themselves with the academic regulations and matters concerning their academic affairs.

3.5 DEPARTMENTS/PROGRAMS

3.5.1 Department of Civil and Architectural Engineering

Introduction

The Department of Civil and Architectural Engineering is one of four departments in the College of Engineering at Sultan Qaboos University. The Department currently has 32 highly qualified academic staff and 13 technical and administrative staff. The specialization and expertise of the academic staff span two major specializations: Civil Engineering and Architectural Engineering. Civil Engineering includes Structural Engineering, Materials, Construction Management, Transportation Engineering, Environmental Engineering, Geotechnical Engineering, Water Resources and Geomatics Engineering. Architectural engineers are required to study a wide range of science, technical, artistic and humanity subjects to understand the socio-economic, cultural, aesthetic and technical aspects of a building.

Civil Engineering Academic Staff

Name/Position/Email	Ext.	Academic Qualification	Specialization
Prof. Ali Al-Nuaimi Professor and HoD alnuaimi@squ.edu.om	1332	PhD (UK) 00	Structural Engineering
Prof. Amer Ali Al-Rawas Professor and Deputy Vice Chancellor for Academic Affairs and Community Services ameraar@squ.edu.om	2111	PhD (UK) 93	Geotechnical Engineering
Prof. Ali Salim Al-Harthy Professor alharthy@squ.edu.om	1365	PhD (USA) 92	Structural Engineering
Prof. Khalifa Al-Jabri Professor aljabri@squ.edu.om	1335	PhD (USA) 00	Structural Engineering
Dr. Abdul Wahid Hago Associate Professor ahago@squ.edu.om	1338	PhD (UK) 82	Structural Engineering
Dr. Ahmed Sana Associate Professor sana@squ.edu.om	2524	PhD (Japan) 97	Water Resources Engineering
Dr. Abdullah Al-Saidy Associate Professor alsaidy@squ.edu.om	1340	PhD (UK) 01	Structural Engineering
Dr. Ashraf Elazouni Associate Professor elazouni@squ.edu.om	2505	PhD (USA) 93	Construction Management

Name/Position/Email	Ext.	Academic Qualification	Specialization
Dr. Ghazi Al-Rawas Associate Professor and Assistant Dean for Industrial Training and Alumni ghazi@squ.edu.om	2522	PhD (Canada) 10	Remote Sensing and Water Resources Engineering
Dr. Hossam Hassan Associate Professor hossam@squ.edu.om	1336	PhD (USA) 96	Transportation Engineering
Dr. Mohammed Al-Aghbari Associate Professor aghbari1@squ.edu.om	1334	PhD (UK) 99	Geotechnical Engineering
Dr. Sherif E. El-Gamal Associate Professor sherif@squ.edu.om	1345	PhD (Canada) 05	Structural Engineering
Dr. Yahia Mohamedzein Associate Professor yahiaz@squ.edu.om	2577	PhD (USA) 89	Geotechnical Engineering
Dr. Issa Al-Harthy Assistant Professor aissa@squ.edu.om	1339	PhD (Japan) 00	Environmental Engineering (Acoustics)
Dr. Khalid Al-Shamsi Associate Professor alshamsi@squ.edu.om	2670	PhD (USA) 06	Transportation Engineering
Dr. Luminda Hewawasam Associate Professor luminda@squ.edu.om	2509	PhD (Japan) 10	Hydrology
Dr. Mahmoud Abd El-Gelil Assistant Professor mahmouda@squ.edu.om	3759	PhD (Canada) 09	Geomatics Engineering
Dr. Mohamed Al-Mamun Assistant Professor aalmamun@squ.edu.om	2598	PhD (Singapore) 10	Environmental Engineering
Dr. Mohammed Al-Shahri Assistant Professor shahri@squ.edu.om	3754	PhD (USA) 13	Geomatics Engineering
Dr. Mohammed Seddik Meddah Assistant Professor seddikm@squ.edu.om	2672	PhD (Canada) 07	Civil Engineering, Materials
Dr. Syed Muhammad Bilal Waris Ali Assistant Professor Email: waris@squ.edu.om	2589	PhD (Japan) 10	Structural Engineering
Dr. Mubarak Al-Alawi Assistant Professor alawim@squ.edu.om	2531	PhD (Canada) 17	Construction Engineering

Name/Position/Email	Ext.	Academic Qualification	Specialization
Dr. Kazi Abu Sohel Assistant Professor kmasohel@squ.edu.om	3752	PhD (Singapore) 09	Structural Engineering
Dr. Talal Etri Assistant Professor t.etri1@squ.edu.om	2543	PhD (Germany) 07	Hydraulic and Coastal Engineering

Architectural Engineering Academic Staff

Name/Position/Email	Ext.	Academic Qualification	Specialization
Dr. Saleh Al Saadi Associate Professor and Coordinator AE Program salsaadi@squ.edu.om	2697	PhD (USA) 14	Architectural Engineering
Prof. Awni Shaaban Professor awni@squ.edu.om	2579	PhD (USA) 81	Architectural Engineering
Dr. Naima Benkari Assistant Professor nbenkari@squ.edu.om	2671	PhD (France) 04	Architecture and Urbanism
Dr. Chaham Alalouch Assistant Professor c.alalouch@squ.edu.om	2656	PhD (UK) 09	Architectural Engineering and Design
Dr. Mohamed Salah Eldin Assistant Professor msaleh@squ.edu.om	2674	PhD (Egypt) 11	Building Construction
Dr. Hayder Khan Assistant Professor khan@squ.edu.om	1342	PhD (UK) 15	Mechanical Engineering
Dr. Islam Sallam Assistant Professor isallam@squ.edu.om	2678	PhD (Australia) 08	Architectural Engineering
Dr. Hanan Al-Khatri Assistant Professor khatri@squ.edu.om	3752	PhD (UK) 19	Architecture (Science)
Dr. Aliya Al-Hashim Lecturer aliya@squ.edu.om	3752	PhD (USA) 20	Architectural Engineering

Laboratory Facilities

1. Architectural Printing Laboratory
2. Building Construction Model-Making Laboratory
3. Construction Materials and Structures Laboratory
4. Geomatics Engineering Laboratory
5. Geotechnical Engineering Laboratory
6. Highway Materials Laboratory
7. Hydraulics and Hydrology Laboratory
8. Environmental Engineering Laboratory
9. Model Workshop
10. Building Energy Laboratory

The Department of Civil and Architectural Engineering offers Bachelor of Engineering in Civil Engineering and Bachelor of Engineering in Architectural Engineering. The student may select the degree in Civil Engineering or Architectural Engineering upon fulfilling the University and College requirements.

The Bachelor of Engineering in Civil Engineering is awarded upon fulfilment of not less than 136 credit hours of course work.

The Bachelor of Engineering in Architectural Engineering is awarded upon fulfilment of not less than 156 credit hours of course work.

3.5.2 Department of Electrical and Computer Engineering

Introduction

The Electrical and Computer Engineering Department aims to provide a comprehensive education to equip students for subsequent challenging and highly competitive positions in the Electrical and Computer Engineering related sectors. This is achieved through a well-tailored and progressive sequence of subjects in which emphasis is placed on a sound understanding of basic principles, reasoning and application of problem solving skills. Students should therefore, have proven aptitude for applied science and engineering.

Electrical and Computer Engineering is taught principally in the three final years of the five-year program, following essential courses in the physical sciences (mathematics, physics, etc.) and engineering. The program has a degree plan covering a wide range of subjects.

Academic Staff

Most of the academic staff in the Department of Electrical and Computer Engineering hold PhD degrees covering a broad range of specialization and industrial experience. Equally, technical staff members are also highly qualified with many years of experience.

Name/Position/Email	Extension	Academic Qualification	Specialization
Dr. Mohammad Al-Badi *Associate Professor and HoD* *mbadi@squ.edu.om*	2664	Ph. D. (University of Waterloo, Canada), 2010	Renewable Energy integration in Power Systems, Power systems planning and operation, Demand Response, Power Quality, Electricity Markets.
Prof. Abdullah Al Badi *Professor* *albadi@squ.edu.om*	1324	Ph. D. (UMIST, UK), 1998	Distributed generation, Power quality, Power system analysis, Power electronics and drives, and Renewable Energy.
Prof. Abdulnasir Y. Hossen *Professor* *abhossen@squ.edu.om*	1303	Ph. D. (Ruhr-University, Germany), 1994	Digital Signal Processing
Prof. Hadj Bourdoucen *Professor* *hadj@squ.edu.om*	1325	Ph. D. (Ecole Centrale de Lyon, France), 1987	Electronic & Optical Communication
Prof. Ibrahim Metwally *Professor* *metwally@squ.edu.om*	2532	Ph. D. (Mansoura University in collaboration with University of Wales, Cardiff, UK), 1994	High Voltage Engineering, Measurements of Impulse Voltages and Currents, Flow Electrification, Line Insulators, Surge Arresters, Gas-Insulated Switchgear and Lines, and Fault Current Limiters.

Name/Position/Email	Extension	Academic Qualification	Specialization
Prof. Afaq Ahmad *Professor* *afaq@squ.edu.om*	1327	Ph. D. (Indian Institute of Technology (I.I.T), Roorkee India), 1990	Computer Engineering, FPGA, VLSI Testing, Mathematical Morphology, Information Theory: Security, Coding, Reliability and Fault Tolerant Computing Systems' Design
Dr. Joseph Jervase *Associate Professor* *jervase@squ.edu.om*	1323	Ph. D. (University of Khartoum), 1985	Microwave Antennas & Propagation
Dr. Arif Saeed Malik *Associate Professor.* *asmalik@squ.edu.om*	2566	Ph. D. Imperial College London, 1991	Power System Economics, Reliability & Planning
Dr. Tariq Jamil *Associate Professor* *tjamil@squ.edu.om*	2515	Ph. D.(Florida Institute of Technology, USA), 1996	Computer Architecture, Parallel Processing, Computer Arithmetic, Data Encryption, Digital Systems
Dr. Zia Nadir *Associate Professor & Asst.HoD* *nadir@squ.edu.om*	2536	Ph. D. (University of Science & Technology Lille1 France), 1999	Electronics-RF Communications-Computational Electromagnetics
Dr. Lazhar Khriji *Associate Professor* *lazhar@squ.edu.om*	1329	Ph. D. (Tampere University of Technology, Finland), 1999	Digital Signal and Image Processing, Machine Learning
Dr. Faysal Mnif *Associate Professor* *mnif@squ.edu.om*	2534	Ph. D. Polytechnic Institute of Montreal, Canada, 1996	Control Systems & Robotics, & Industrial Electronics
Dr. Hasan Yousef *Associate professor* *hyousef@squ.edu.om*	2554	Ph. D. (University of Pittsburgh, USA), 1989	Control Systems applications
Dr. Muhammad Shafiq *Associate professor* *mshafiq@squ.edu.om*	2662	Ph. D. (Chiba University, Japan), 1997	Control Systems Engineering
Dr. Hisham Soliman *Associate Professor* *hsoliman1@squ.edu.om*	3765	Ph.D. University of Paul Sabatier, Toulouse, France 1980	Electrical Engineering/ Automatic Control
Dr. Mostefa Mesbah *Associate Professor* *m.mesbah@squ.edu.om*	2542	Ph. D. (University of Colorado at Boulder, USA), 1993	Control Systems and Signal Processing

Name/Position/Email	Extension	Academic Qualification	Specialization
Dr. Amer Al Hinai *Associate Professor* *hinai@squ.edu.om*	1356	Ph. D. (West Virginia University), 2005	Power System Operation & Control, Renewable Energy Integration, Distributed Generation & Microgrid
Dr. Mohamed Bait-Suweilam *Associate Professor* *msuwailem@squ.edu.om*	2571	Ph.D (University of Waterloo, Canada) 2011	Electromagnetics, Antennas, RF Microwave Engineering
Dr. Ahmed Chiheb Ammari *Associate Professor* *chiheb@squ.edu.om*	1373	Ph. D. (National Polytechnic Institute of Grenoble, France), 1996	Embedded Real Time Systems, Inductive wireless Data and Power Transfer, Hybrid Electric Energy Storage Systems, System Level Modelling and Optimizations
Dr. Jawher Ghommam *Associate Professor* *jawher@squ.edu.om*	3760	(University of Orleans, France), 2008	Guidance, Navigation and Cooperative Control of Multi-Autonomous Vehicle
Dr. Medhat Hussein Awadalla *Associate Professor* *medhatha@squ.edu.om*	1346	Ph.D. (Cardiff University, UK), 2005	Computer Engineering
Dr. Dawood Al-Abri *Associate Professor* *alabrid@squ.edu.om*	2538	Ph. D. (University of Florida, USA), 2008	Computer Networking, Social Networks, Network Security
Dr. Amir Arshad Abdulghani *Assistant Professor* *amirm@squ.edu.om*	3767	Ph.D. (Imperial College, London, UK), 2011	Wireless Communication and Signal Processing
Dr. Ahmed Al-Maashari *Associate Professor* *amaashari@squ.edu.om*	2539	PhD (Penn State University), 2013	Embedded Vision Systems, Unmanned Vehicle Systems, Reconfigurable Hardware & FPGAs, Computer Architecture
Dr. Rashid Al-Abri *Assistant Professor* *arashid@squ.edu.om*	2519	PhD (University of Waterloo, Canada), 2012	Power Electronics Power System Quality
Dr. Hassan Al Lawati *Assistant Professor and ADUS* *hlawati@squ.edu.om*	2518	PhD (UK), 2014	CP Antennas, Applied Electromagnetism and AMC surfaces
Dr. Nasser Tarhuni *Associate Professor* *tarhuni@squ.edu.om*	2590	Ph. D. (University of Technology, Finland), 2007	Wireless Radio Resource Management, Optical CDMA, DSP Applications to Power System
Dr. Mahmoud Masoud *Associate Professor* *m.masoud@squ.edu.om*	1314	Ph.D. (Heriot Watt University, Edinburgh, UK), 2003	Electrical Machines Drives, Power Electronics, Renewable Energy
Dr. Ashraf Saleem *Associate Professor* *asaleem@squ.edu.om*	2537	Ph.D. (De Montfort University, UK), 2006	Control systems applications, Unmanned Vehicle Systems, Modelling and control of Pneumatic Systems

Name/Position/Email	Extension	Academic Qualification	Specialization
Dr. Abdelsalam Elhaffar *Assistant Professor* *a.elhaffar@squ.edu.om*	2533	PhD (Helsinki University of Technology, Finland), 2008	Power system protection, Distributed generation, smart grids, and fault location in power systems
Dr. Razzaqul Ahshan *Assistant Professor* *razzaqul@squ.edu.om*	1328	PhD (Memorial University of Newfoundland, St. John's, Canada), 2013	Renewable Energy Systems and their Integration, Microgrids, Modelling and Control of Renewable Energy Systems, Wind Energy, Bio-energy, Electrical Drives, Application of Signal Processing Techniques to Power Systems
Dr. Firdous Kausar *Assistant Professor* *firdous@squ.edu.om*	2535	PhD (National University of Science And Technology, Islamabad, Pakistan), 2009	Information Security, Key Management in Wireless Sensor Networks
Dr. Moustafa Mohammed Eissa *Associate Professor* *mmmeissa@squ.edu.om*	1373	PhD, Hungarian Academy of Science, Hungary, 1997	Smart Grids, Wide area Protection, Demand Side Management, Energy Efficiency, Control Schemes for Renewable Energy Resources, Power Quality & Automation system, Smart Grid based on GIS
Dr. Kaamran Raahemifar *Associate Professor* *kraahemi@squ.edu.om*	3771	PhD, University of Windsor, Ontario, Canada, 1999	Optimization of wireless & computer network communications, mixed analog, digital & RF circuits, VLSI design &applications, low power circuits
Dr. Hafiz Muhammad Asif *Assistant Professor* *h.asif@squ.edu.om*	3771	PhD, Lancaster University, UK, 2012.	Visible Light Com, Space Time Block Coding, Rank Codes, Mobile Computing & Wireless Networks, Broadband Com Systems, Ad Hoc Networks, Computer Network Design, Network Security, Graph Theory, Probability and Queuing Theory, Queuing Disciplines, Data Structures
Sayyid Dr. Samir Al Busaidi *Assistant Professor* *albusaid@squ.edu.om*	2572	PhD (UK), 2016	Communications Signal and Processing
Engr. Salem Al-Hinai *Demonstrator* *salems@squ.edu.om*	2578	MSc (Dalhousie University), Canada	Power Systems
Engr. Taha Mubarak Al-Saadi *lecturer* *taha@squ.edu.om*	3775	MSc (University of Sheffield, UK), 2016 (On study leave)	Advanced Control and Automation

Dr. Said Al-Abri *Assistant Professor* *ssabry@squ.edu.om*	2578	Ph.D. (Georgia Institute of Technology, USA), 2019) MSc (University of Central Florida, USA), 2013 (On Study Leave)	Control Engineering

Technical Staff

Name/Position/Email	Extension	Academic Qualification	Specialization
Saleh Al-Yazidi *Engineer salyazid@squ.edu.om*	1306	BEng, (Electrical Engineering, Staffordshire University, UK), 2006	Electrical Engineering
Jaber Al-Bulushi *Senior Engineer* *jabir@squ.edu.om*	2548	MSc (Computer Engineering SQU, Oman), 2003	Electronics & Communication Engineering
Khalaf Al-Oufi *Senior Engineer* *koufi@squ.edu.om*	2564	B.Sc. (Electrical & Electronics, Caledonian College, Oman), 2003	Micro-electronics & Computer Engineering
Abbas Abdelrahman Teirab *Engineer* *abbas@squ.edu.om*	2563	BEng, (SQU, Oman)	Electronics & Communication Engineering
Iftaquaruddin Mohammed *Engineer* *iftaquar@squ.edu.om*	2540	MSc, (Victoria University, Australia), 1999	Computer Science
Naeema Al Gaithi *Engineer* *gaithi@squ.edu.om*	2565	B.Sc. (Higher College of Technology, Oman), 2008	Telecommunications
Rona George Allwyn *Engineer* *rona@squ.edu.om*	2565	B.Tech (Kerala University, India)_, 2002	Electrical and Electronics Engineering
Saleem Al-Rashdi *Chief Senior Engineer* *alrashdi@squ.edu.om*	2563	B.Eng (Micro Electronics and Computer Engineering), 2000	Electrical & Electronics Engineering
Sulaiman Al Sinani *Engineer* *ssinani@squ.edu.om*	2564	B.Eng. (SQU, Oman), 2002	Electrical & Electronics Engineering
Yousef Al Shuaili *Engineer* *shaili@squ.edu.om*	2586	B.Eng (SQU, Oman). 2001	Electrical & Electronics Engineering
Mohammed Al Harrasi *Technician* *hamddy@squ.edu.om*	2540	B.Tech (Oman Technical Industrial College), 1988	Electrical & Electronics Engineering

Name/Position/Email	Extension	Academic Qualification	Specialization
Sulaiman Al-Kalbani *Technician* *sulekal@squ.edu.om*	2564	B.Tech (Sunderland Polytechnic, UK), 1987.	Electrical Engineering
Nabil Hamza *Lab Supervisor* *nabilh@squ.edu.om*	2551	MSc (National Engineering School of Sfax, ENIS, Tunisia), 2003	Electronics and Telecommunications
Salwa Al Bahri *Technician* *salwa2@squ.edu.om*	2565	Diploma in Tele-communications, (Higher College of Technology, Oman), 2006	Telecommunications
Mr. Sami Al Jaafari *Technician* *samij@squ.edu.om*	2564	Diploma in Electrical Power Engineering, (Ibra College of Technology), 2010	Power Engineering
Mr. Said Al Hajri *ECE IT Support* *alhajri_s@squ.edu.om*	2551	BSc (Sultan Qaboos University, Oman), 2013	Computer Science

The undergraduate program of Electrical and Computer Engineering covers broad education in basic sciences, mathematics and courses in specialization areas (tracks) of Electronic Instrumentation and Control (EIC), Power Systems and Energy (PSE), Computer Systems and Networks (CSN), Communications and Signal Processing (CSP). Also, the ECE Department jointly offers a program in Mechatronics with the Department of Mechanical and Industrial Engineering.

Specialization **coordinators:**

Prof. Afaq Ahmad	: Computer Systems and Networks Specialization
Prof. Ibrahim Metwally	: Power Systems and Energy Specialization
Dr. Joseph Jervase	: Communications and Signal Processing Specialization
Dr. Hassan Yousef	: Electronic Instrumentation and Control Specialization
Dr. Faical Mnif	: Mechatronics Program (jointly with MIE)

The ECE Department is equipped with highly sophisticated laboratories to train students in electrical and electronics circuits, electrical drives and machines, digital design, embedded systems, communications, computer networking, power systems, high voltage, and control systems.

See degree/study plans for full details of courses in the department.

3.5.3 Mechatronics Engineering Program

Introduction

Mechatronics Engineering is a new focus area in engineering that promises to become more important in the future. It is a combination of Mechanical Engineering, Electronics and Computer Systems. A typical mechatronics system is characterized by synergy of the mechanical components (e.g. sensors for position, speed, light and temperature measurement), mechanical and electrical actuators (e.g. electrical motors, hydraulic cylinders and flow control valves) and computer controllers (e.g. custom-built computers, personal computers and PLC's) into products and system useful to man and society. In order to combine all these elements in an optimal way, engineers must have insight into each of these disciplines. These new breeds of engineers are called Mechatronics Engineers. In future, Mechatronics Engineers will play a key role in the design, development, manufacture and operation of a wide variety of products: from video players and automatic cameras, to smart wells and intelligent systems, from automated well rig to smart structures, etc. The Mechatronics Engineering program is a five (5) year Bachelor Degree program, oriented towards future trends in industrial development within Sultanate of Oman and the Gulf. It has minimum but critical components in management, technical English, Oman and Islamic civilization, basic science and math in addition to the core requirements for the program.

Academic staff

The Mechatronic Engineering Program is a joint program by the ECE and MIE departments. Courses of Mechatronics Engineering are classified into 3 categories: MCE courses, MIE courses and ECE courses. These sets of courses are offered complementarily by academic staff from both ECE and MIE departments.

See degree/study plans for full details of courses in this program.

Laboratories

1. Mechatronics Laboratory

The program utilizes other relevant laboratories of the Mechanical and Industrial Engineering and the Electrical and Computer Engineering Departments.

The College offers a Bachelor of Engineering in Mechatronics Engineering.

CURRICULUM OF MCE PROGRAM

MAJOR REQUIREMENTS (80 Credits)

Course	Course Title	Credit	Pre-Requisite / Co-req. *
ECCE2016	Circuit Analysis I	3	PHYS2107 or PHYS2101
MCTE3110	Electronics	4	ECCE2016
MEIE2129	Basic Mechanics	3	PHYS2107
ECCE3016	Circuit Analysis II	3	ECCE2016
MCTE4145	Instrumentation & Measurement	3	MCTE3110, MEIE3281
MCTE3230	Properties and Strength of Materials	3	MEIE2129
MEIE3107	Eng. Drawing & Comp. Graphics	3	
MEIE3281	Probability & Statistics for Engineers	3	MATH2107
MEIE4102	Machine Design 1	3	MEIE3107
MCTE4185	Signals & Systems for Mechatronics	3	ECCE3016
MCTE3210	Electromechanical Systems & Actuators	3	ECCE3016
ECCE3206	Digital Logic Design	3	
MCTE4210	Power Electronics & Drives	3	MCTE3110, MCTE3210
MEIE4141	Fluids Mechanics	3	PHYS2108
ECCE4227	Embedded Systems	3	(COMP2002 or ENG2217),
ECCE5004	Engineering Managements & Economics I	3	STAT2103 or MEIE3281
MCTE4150	Modeling & Simulation	3	MATH4174
MEIE4183	Numerical Methods for Engineers	3	(COMP2002 or ENG2217),
MEIE3122	Machine Dynamics	3	MEIE2129
MCTE5191	Project I	2	(MCTE4255 or MCTE5255),
MCTE4230	Thermal Sciences	3	PHYS2108, MATH2108
MCTE3240	Engineering System Design	2	MEIE3107
MCTE5210	Real-time control and interfacing	3	(MCTE4450 or MCTE4250),
MCTE4450	Control Systems Engineering	3	(MCTE4150 or MCTE5133), MCTE4185
MCTE4255	Mechatronics System Design	3	ECCE4227, (MCTE4145 or
MCTE5291	Project II	3	MCTE5191
MCTE5142	Robotics	3	MEIE3122

MAJOR ELECTIVES (AE, 9 Cr)

Course Code	Course Title	Credit	Pre-requisite
MCTE5420	Pneumatic and Hydraulic Systems	3	MCTE3210 or MEIE3181 or ECCE4455
ECCE5433	Modern Control Systems	3	MCTE4450 or MCTE4250
ECCE5453	Mobile Robot Control	3	ECCE3206
ECCE4436	Industrial Control Systems	3	MCTE4450 or MCTE4250
ECCE5008	Project Management	3	ECCE 5004
ECCE5223	Advanced Embedded Systems	3	ECCE4227
ECCE5445	Control System Design	3	MCTE4450 or MCTE4250
ECCE5432	Programmable Logic Controllers	3	ECCE3206
ECCE4253	Object Oriented Programming	3	COMP2002
ECCE4255	Applied Programming & Algorithms for Eng.	3	COMP2002
ECCE5443	Optimization Techniques in Eng.	3	MATH3171
MEIE 5101	Engineering Vibration	3	MEIE3121 or MEIE2129
MEIE5131	Legged locomotion of robots and animals		MEIE3122
MEIE 5127	Process Control	3	MEIE4122 or MEIE4171 or MCTE4450
MEIE 5122	Applied Multi-body Dynamics	3	MEIE3121 or MEIE2129
MEIE5146	Renewable Energy	3	MEIE3142 or MEIE3159 or MCTE4230
MEIE5180	Nanotechnology	3	MEIE4161 or MCTE3230
MEIE5182	Fundamentals of Biomechanics	3	(MEIE3102, MEIE3121)
MEIE5288	Innovation and Entrepreneurship	3	MEIE4285 or ECCE 5004
MEIE5106	Pressure Vessel & Piping System Design	3	MEIE4102
MEIE5110	Applied Finite Element Methods	3	MEIE3102 or CIVL3086 or MCTE3230
MEIE5162	Corrosion Engineering	3	MCTE3230

See degree/study plans for full details of courses in this program.

3.5 DEPARTMENTS/PROGRAMS

3.5.4 Department of Mechanical and Industrial Engineering

Introduction

The Department of Mechanical and Industrial Engineering at Sultan Qaboos University (SQU) provides a high quality professional education to equip students for future challenging and highly competitive positions in public service and industry. This is achieved through a carefully planned set of courses in which emphasis is placed on developing sound understanding of basic principles, skills in the analysis of real life problems and problem solving techniques. Students should have a definite interest in learning how to apply sciences and mathematics to solve technical problems in engineering.

Mechanical and Industrial Engineering is taught in years 3 – 5 of the B. Eng. Degree Plan after foundation courses in English, Mathematics and Sciences. The Department offers Bachelor of Engineering, M.Sc. and Ph.D. in both Mechanical and Industrial Engineering. It also offers B.Eng. in Mechatronics Engineering in collaboration with Electrical and Computer Engineering Department. The undergraduate programs are ABET accredited.

Academic Staff

Mechanical and Industrial Engineering Academic Staff have qualifications and experience covering a wide range of engineering specializations as shown below. Demonstrators and Lecturers pursue M.Sc. and Ph.D. degrees in universities abroad. Technical staffs are well qualified with a wide range of experience.

Name/Position/E-Mail	Extension	Academic Qualification	Specialization
Hon. Dr. Mahmoud A. Al-Kindi Associate Professor, HoD kindim@squ.edu.om	1312	PhD (USA) 10	Industrial Engineering
Prof. Sabah Al-Sulaiman Professor sabah1@squ.edu.om	1360	PhD (UK) 99	Chemical Engineering, Process & Environment
Prof. Tasneem Pervez Professor and Assistant Dean Postgraduate Studies & Research tasneem@squ.edu.om	1333	PhD (USA) 91	Engineering Design & Analysis, Composite Materials, FEM, Vibration Analysis
Dr. Nabeel Z Al-Rawahi Associate Professor alrawahi@squ.edu.om	1352	PhD (USA) 02	Multiphase Flow, Computational Fluid Mechanics, Renewable energy
Dr. Khalid Zebdeh Associate Professor alzebdeh@squ.edu.om	2556	PhD (USA) 94	Project Management, Design, Nano-composites
Prof. Sayyad Z. Qamar Professor sayyad@squ.edu.om	1349	PhD (KSA) 04	Modeling and Analysis of Extrusion Pressure and Die Life for Complex profiles

Name/Position/E-Mail	Extension	Academic Qualification	Specialization
Dr. Hassan Ouakad Associate Professor houakad@squ.edu.om	2655	PhD (USA) 10	Computational Mechanics. Vibration/Dynamic (linear and nonlinear)/Control. MEMS and NEMS. Smart Micro/Nano Systems. Vibration Based Energy Harvesters.
Dr. Amur Al-Yahmadi Associate Professor, amery@squ.edu.om	1358	PhD (USA) 01	Dynamics and Control of Mechanical Systems, Legged Locomotion, Navigation of Mobile Robots
Dr. Abdullah Al-Shabibi Associate Professor ashabibi@squ.edu.om	2567	PhD (USA) 01	Applied Mechanics and Design
Dr. Nasser A. Al-Azri Associate Professor Nalazri@squ.edu.om	1355	PhD (USA) 08	Engineering mathematics and optimization, process optimization and thermodynamics
Dr. Hakan Gultekin Associate Professor hgultekin@squ.edu.om	2655	PhD (Turkey) 10	Operation research Production Planning Scheduling
Dr. Riadh Zaier Associate Professor zaier@squ.edu.om	1313	PhD (Japan) 99	Discrete-Time Tracking Control Systems, Robotics, Mechatronics Systems design
Dr. Mohammed Khadem Associate Professor khadem@squ.edu.om	2568	PhD (USA) 04	Industrial and Manufacturing Engineering
Dr. Majid H. Al-Maharbi Associate Professor , Asst HoD majidm@squ.edu.om	2541	PhD (USA) 09	Material Science
Dr. Sujan Piya Assistant Professor sujan@squ.edu.om	2502	Ph.D(Japan) 10	Production planning and control, Supply chain management and logistics, Mathematical modeling
Dr. Ramanathan Arunachalam Associate Professor arunrm@squ.edu.om	1313	PhD(Singapore) 04	High Speed Machining, Synthesis and characterization of Nanostructured materials

Name/Position/Email	**Ext**	Academic Qualification	Specialization
Dr. Nasr Al-Hinai Assistant Professor nhinai@squ.edu.om	2580	PhD(Canada) 11	Production Planning, Scheduling and Control. Systems Modeling and Simulation.
Dr. Issam Bait Bahdoor Assistant Professor bahdoor@squ.edu.om	1353	PhD (Canada) 13	MEMS, NEMS, Bio-Medical systems, Automation & control.
Dr. Afzal Husain Associate Professor afzal19@squ.edu.om	1322	PhD (South Korea) 10	Fluid Dynamics, CFD
Dr. Khurshid Alam Assistant Professor kalam@squ.edu.om	3751	PhD (UK) 09	Bio-Mechanics, Design
Dr. Edris M. Hassan Assistant Professor edris@squ.edu.om	3756	PhD (Canada) 10	Applied Mechanics and Design
Dr. Morteza Mohammadzaheri Assistant Professor morteza@squ.edu.om	2655	Ph.D(Australia) 11	System Dynamics and Control
Dr. Abdullah Al Janabi Assistant Professor ab.aljanabi@squ.edu.om	3761	Ph.D(Germany) 09	Renewable Energy Technologies, Thermal Sciences, and Heat Exchangers Fouling Mitigation techniques.
Dr. Musaab Abdulla Hassan Zarog Assistant Professor musaabh@squ.edu.om	2489	Ph.D (UK) 06	Mechatronics Engineering, MEMS, Control System
Dr.Farooq Al-Jahwari Assistant Professor farooq@squ.edu.om	1350	PhD (Canada) 16	Applied Mechanics & Materials, Simulation & Design, FEM
Dr.Nasra Al-Maskari Assistant Professor maskaria@squ.edu.om	2533	Ph.D (USA) 16	Mechanical Engineering Design
Dr. Emad Summad Assistant Professor esummad@squ.edu.om	3751	Ph.D (UK) 01	Innovation and Entrepreneurship
Mohammed Al-Lawati Demonstrator mlawati@squ.edu.om	3751	BEng (Oman) 09	Mechatronics Engineering

Laboratory Facilities

1. Properties of Materials Laboratory
2. Thermodynamics Laboratory
3. Refrigeration and Air-Conditioning Laboratory
4. Solid Mechanics Laboratory
5. Fluid Mechanics Laboratory
6. Automatic Control Laboratory
7. Mechanical Systems Laboratory
8. Computer Integrated Manufacturing (CIM) Laboratory
9. Central Workshop
10. Ergonomics Laboratory
11. Systems Engineering Laboratory
12. Computer Laboratory
13. Vibration Lab

The Mechanical and Industrial department offers two undergraduate programs as follows:

- Bachelor of Engineering in Mechanical Engineering
- Bachelor of Engineering in Industrial Engineering

1) Mechanical Engineering

1) Mechanical Engineering

DEPARTMENTAL REQUIREMENTS (DR, 25 Cr)

Code	Title	Credits	Pre-Requisite / Co-req. *
MEIE2181	Workshop II	1	ENGR1600
MEIE3107	Engineering Drawings and Graphics	3	FPEL (0560 or 0600 or 0601 or 0602 or 0603 or 0604)
MEIE3161	Materials Science	3	CHEM1071
MEIE3102	Solid Mechanics	3	MEIE2102
MEIE4262	Manufacturing Processes	3	MEIE3161
MEIE3281	Probability & Statistics for Engineers	3	MATH2107
MEIE4285	Engineering Economics	3	MATH2107
MEIE5288	Innovation and Entrepreneurship	3	MEIE4285
MEIE3181	Electromechanical Systems	3	MATH2107, PHYS2108

MAJOR REQUIRMENTS (AR, 52 Cr)

Code	Title	Credits	Pre-Requisite / Co-req. *
MEIE2102	Statics	3	PHYS2107
MEIE3121	Dynamics	3	MEIE2102
MEIE3141	Thermodynamics I	3	PHYS2108*
MEIE3109	Product Design	3	MEIE3107
MEIE3122	Machine Dynamics	3	MEIE3121
MEIE3142	Thermodynamics II	3	MEIE3141
MEIE4102	Machine Design I	3	(MEIE3102 or MCTE3230), MEIE3107
MEIE4191	Seminar	1	
MEIE4141	Fluid Mechanics	3	PHYS2108
MEIE4125	Instrumentation & Measurements	4	MEIE3181, MEIE3281

MEIE4183	Numerical Methods for Engineers	3	(COMP2002 or ENGR2216 or ENGR2217), MATH3171
MEIE4122	Engineering Systems & Control	3	MEIE3121, MATH4174
MEIE4144	Heat Transfer	3	MEIE4141, MEIE3141
MEIE5149	Capstone Design	3	MEIE3109, MEIE4102
MEIE4161	Engineering Materials	3	MEIE3161
MEIE5145	Design of Thermal Systems	3	MEIE4141, MEIE3142, MEIE4183
MEIE5193	Project I	2	MEIE4102, MEIE4144
MEIE5194	Project II	3	MEIE5193

MAJOR ELECTIVES (AE, 12 Credits)**

Code	Title	Credits	Pre-Requisite / Co-req. *
MEIE5013	Refrigeration & Air Conditioning	3	MEIE4144, MEIE3142
MEIE5019	Internal Combustion Engines & Control of Exhaust Emissions	3	MEIE3142
MEIE5101	Engineering Vibration	3	MEIE3121
MEIE5106	Pressure Vessel & Piping System Design	3	MEIE4101 or MEIE4102
MEIE5110	Applied Finite Element Methods	3	MEIE3102
MEIE5121	Modeling & Simulation of Engineering Systems	3	MATH4174
MEIE5122	Applied Multibody Dynamics	3	MEIE3122
MEIE5124	Condition Monitoring and Diagnosis	3	MEIE3122
MEIE 5127	Analysis and Design of Control Systems	3	MEIE 4122 or MCTE4450
MEIE5128	Theory & Practice of Rotor Dynamics	3	MEIE3122
MEIE5130	Mechatronics Systems and Applications	3	MEIE4125, (MEIE4101 or MEIE4102)
MEIE5131	Legged Locomotion of Robots and Animals	3	MEIE3122
MEIE5132	Smart Materials and Structures	3	MEIE4125 or MCTE4145
MEIE5141	Solar Energy Systems	3	MEIE4144
MEIE5142	Solar Thermal Processes	3	MEIE4144
MEIE5146	Renewable Energy	3	MEIE3142 or MEIE3159 or MCTE4230
MEIE5147	Energy Conservation and Management	3	MEIE3141 or MEIE3159
MEIE5148	Desalination	3	MEIE4144
MEIE5151	Fundamentals of Turbomachinery	3	MEIE3142, MEIE4141
MEIE5152	Fundamental of Thermal Energy Storage Systems	3	MEIE3142
MEIE5162	Corrosion Engineering	3	MEIE4161
MEIE5165	Introduction to Fracture Mechanics	3	MEIE3161 and (MEIE3102 or MCTE3230)
MEIE5167	Mechanics of Composite Materials		MEIE3161, (MEIE3102 or MCTE3230)
MEIE5182	Fundamentals of Biomechanics	3	MEIE3102,MEIE3121
MEIE 5190	Special Topics	3	
MEIE5264	CAD/CAM	3	MEIE3102, MEIE3107

** 1) One 4000 or 5000 level course can be taken from another engineering program with the approval of the academic advisor.
2) Students can register for elective courses starting from semester eight (8).

2) Industrial Engineering

DEPARTMENTAL REQUIREMENTS (DR, 24 Credits)

Code	Title	Credits	Pre-Requisite / Co-req. *
MEIE3107	Engineering Drawing and Graphics	3	ENGR1501
MEIE3262	Material Science and Engineering	3	CHEM1071
MEIE3102	Solid Mechanics	3	MEIE2102
MEIE4262	Manufacturing Processes	3	MEIE3262, MEIE3102
MEIE3281	Probability & Statistics for Engineers	3	MATH2107
MEIE4285	Engineering Economics	3	MATH2107
MEIE5288	Innovation and Entrepreneurship	3	MEIE4285
MEIE3181	Electromechanical Systems	3	MATH2107, PHYS2108
Total		24	

MAJOR REQUIREMENTS (AR, 53 Credits)

Code	Title	Credits	Pre-Requisite / Co-req. *
MEIE2129	Basic Mechanics	3	PHYS2107
MEIE3159	Thermofluids	3	PHYS 2108
MEIE3284	Industrial Information Systems	3	COMP2002 or ENGR2216 or ENGR2217
MEIE3292	Work System Analysis and Design	3	MEIE3281
MEIE3269	Mathematics of Linear Programming	3	MATH3171*
MEIE3271	Methods of Operations Research	3	MEIE3269
MEIE4265	Stochastic Optimization	3	MEIE3269, MEIE3281
MEIE4201	Ergonomics and Safety	3	MEIE3212 or MEIE3292
MEIE4218	Advanced Probability and Statistics	3	MEIE3281
MEIE4222	Production Planning and Control	3	MEIE3281, (MEIE3271 or MEIE3290, or MEIE3270)
MEIE4275	Facilities Design and Logistics	3	MEIE4222,
MEIE4224	Quality Engineering and Six Sigma	3	MEIE3281
MEIE4272	Simulation Models	3	MEIE 4222, (MEIE4265 or MEIE 4250 or MEIE4271)
MEIE5262	Industrial Systems Design	3	MEIE 4275 or MEIE4223
MEIE5275	Automated Industrial Systems	3	MEIE4262, MEIE3181, MATH4174
MEIE5273	Product Design and Manufacturing	3	MEIE3262, MEIE4262*
MEIE 5291	Project I	2	(MEIE4275 or MEIE4272), MEIE4285*
MEIE 5292	Project II	3	MEIE 5291
MEIE5295	Seminar	0	
Total		**53**	

MAJOR ELECTIVES (AE, 12 Credits)**

		Program Electives	
	Code	Title	**Pre-Requisite / Co-req. ***
1	MEIE5201	Occupational Safety engineering	MEIE4201
2	MEIE5224	Six Sigma Methodology	MEIE4224 or MEIE4221
3	MEIE5263	Design for Manufacturing	MEIE3107, MEIE4262
4	MEIE5287	Project Management	MEIE3270 or MEIE3290 or MEIE3271
5	MEIE5271	Decision Analysis Models and Applications	MEIE4271, MEIE4285
6	MEIE5286	Supply Chain Management	MEIE4222
7	MEIE5285	Technology Transfer	
8	MEIE5290	Data Mining	
9	MEIE4125	Instrumentation & Measurement	MEIE3181
10	MEIE4286	Management for Engineers	
11	MEIE5233	Maintenance and Reliability Engineering	MEIE4224
12	MEIE5265	Computer Integrated Manufacturing	MEIE4262
13	MEIE5280	Sustainable Manufacturing Systems	
14	MEIE5297	Special Topics	

** Student is allowed to take one 4000 or 5000 level course from any other engineering programs. **

See degree/study plans for full details of list of courses for both programs offered in the department.

3.5.5 DEPARTMENT OF PETROLEUM AND CHEMICAL ENGINEERING

Introduction

The undergraduate programs in Petroleum & Chemical Engineering Department (PCED) in the College of Engineering at Sultan Qaboos University is designed to meet the needs of the Sultanate of Oman in the growing field of chemical and process industries as well as the oil and gas industry. The department's vision is to be considered among the top departments in the region which produces graduates receiving worldwide recognition and is able to attract top notch faculty. As such, the Department aims at providing a comprehensive state-of-the-art education for its students and thus equipping them for the competitive job market. This is achieved through a progressive sequence of subjects well-tailored to build a deep and sound understanding of the basic principles of engineering, emphasizing reasoning and engineering application in problem solving. The department offers two different Bachelor of Engineering Degrees (BEng) in Petroleum & Natural Gas Engineering (PNGE) and Chemical & Process Engineering (CHPE). Both PNGE and CHPE programs are accredited by the Accreditation Board of Engineering and Technology (ABET) which is an international recognized accreditation body. The Bachelor programs are solidly constructed, with an excellent technology based, to provide sound and internationally acclaimed undergraduate engineering education. They are designed in such a way to allow broad perspective, engendering social, cultural, ethical components, all combined to produce the engineers, who are expected to serve as a leading role model in the community.

A Graduate degree programs at the Masters level (MSc) and PhD level are also offered in PNGE and CHPE. These degrees prepare students to pursue careers in the petroleum, chemical and process engineering in a variety of related fields.

Academic Staff

All academic staff hold doctoral (PhD) degrees covering a broad range of specializations. Likewise, the technical support staff are highly qualified with many years of experience.

Name/Position/Email	Extension	Academic Qualification	Specialization
Dr. Jamil Naser Associate Professor, HoD naserj@squ.edu.om	1318	PhD (US), 98	Environmentally friendly solvents, Solar Desalination
Prof. Rashid Al-Maamari Professor rsh@squ.edu.om	1361	PhD (USA), 00	Enhanced oil recovery, Treatment and utilization of oilfield produced water
Prof. Farouk S. Mjalli Professor farouqsm@squ.edu.om	2558	PhD (UK), 03	Desulfurization of fuels, Green Engineering
Prof. Gholamreza Vakili-Nejad Professor vakili@squ.edu.om	2587	PhD (Iran), 99	Nanothermodynamics, Nanofluids
Prof. Yahya Al-Wahaibi Professor ymn@squ.edu.om	2559	PhD (UK), 05	Enhanced Oil Recovery reservoir simulation
Dr. Adel Al-Ajmi Associate Professor ajmi@squ.edu.om	2559	PhD (Sweden), 06	Petroleum Rock Mechanics, Geostatics
Dr. Ala'a Al-Muhtaseb Associate Professor muhtaseb@squ.edu.om	1321	PhD (UK), 04	Wastewater treatment, Biofuel and Biomass
Dr. Hasan Abdellatif Hasan Associate Professor hasana@squ.edu.om	2582	PhD (Canada), 90	Desalination, Biofuel and Biogas
Dr. Khashayar Nasrifar Associate Professor Nasrifar@squ.edu.om	2560	PhD (Iran), 01	Chemical Thermodynamics and Phase Equilibrin
Dr. Ashish M Gujarathi Associate Professor ashishg@squ.edu.om	1320	PhD (India), 10	Process optimization, Membrane fabrication and characterization
Dr. Belal Abu Tarboush Assistant Professor belal@squ.edu.om	1317	PhD (Canada), 14	Catalysis, Membrane Separation
Dr. Ghulam Murshid Associate Professor murshid@squ.edu.om	2546	PhD (Malaysia) 12	CO2 capture, Reactive absorption and adsorption
Dr. Hamoud Al-Hadrami Associate Professor hadrami@squ.edu.om	2527	PhD (USA), 00	Formation damage, Geological modelling
Dr. Majid Al-Wadhahi Assistant Professor alwadhahi@squ.edu.om	1319	PhD (USA), 01	Reservoir simulation, Artificial neural network
Dr. Mohammed Al-Abri Associate Professor alabri@squ.edu.om	1364	PhD (UK), 07	Desalination, Nanotechnology
Dr. Rashid Al-Hajri Associate Professor rashid@squ.edu.om	2557	PhD (UK), 10	Catalytic reaction engineering, Chemical/Thermal enhanced oil recovery

To obtain a Bachelor Degree in Petroleum and Natural Gas Engineering or Chemical and Process Engineering at the Department of Petroleum and Chemical Engineering, a student must successfully complete 136 credit hours that include university requirements, university electives, college requirements, college electives, major requirements, department requirements and major electives.

The Department requirements and major requirements needed for the fulfillment of the PNGE and CHPE programs are listed below:

- **LIST OF DEPARTMENT REQUIRED COURSES:**

Engineering Thermodynamics, Fluid Flow, Heat Transfer, Numerical Methods, Statistics for Engineers, Electrical Engineering Fundamentals, Engineering Economy, Professional Practice and Management for PCE.

- **LIST OF PETROLEUM & NATURAL GAS ENGINEERING REQUIRED COURSES**

Basic Mechanics, Mechanics of Materials, Chemistry for Petroleum Engineering, Introduction to Petroleum and Natural Gas Engineering, Introduction to Geology I, Rock and Fluid Properties, Petroleum Geology for Engineers, Drilling Technology, Drilling Technology Lab, General Geophysics, Reservoir Engineering, Health, Safety and Environment (HSE), Formation Evaluation, Well Testing, Reservoir Simulation, Production Engineering, Project I, Secondary and Enhanced Oil Recovery, Field Processing of Natural Gas and Project II. In addition, the students select 2 technical electives from the list of major electives provided in the degree plan.

▪ LIST OF CHEMICAL & PROCESS ENGINEERING REQUIRED COURSES

General Chemistry II, Organic Chemistry for Engineering, Materials Engineering, Principles of Chemical Processes, Introduction to Chemical and Instrumental Analysis, Chemical Engineering Thermodynamics, Computer Aided Design, Unit Operations I & II, Chemical Engineering Lab I, II and III, Process Heat Transfer, Chemical Reaction Engineering, Chemical Process Control, Chemical Process Safety, Project I & II, Plant and Process Design. In addition, the students select 3 technical electives from the list of major electives provided in the degree plan.

The Petroleum and Natural Gas engineering graduates are qualified to serve in the petroleum engineering facets of drilling, well logging, reservoir, production and gas processing. The Chemical and Process engineer graduates on the other hand can serve in a diverse range of chemical and petrochemical industries.

The job market for an SQU Petroleum and Natural Gas Engineering, and Chemical and Process Engineering graduate is vast. A graduate can work in the public or private sector. Prospective employers in Oman include: Ministries, Municipalities, PDO, Oman LNG, Petroleum Refineries, Oil companies (Schlumberger, Halliburton, British Petroleum, Shell, etc…), Chemical, Petrochemical, Food Companies, Desalination Plants, Power Generation Plants, and many Consulting companies. Several students each year also pursue graduate degrees from the reputed universities across the globe.

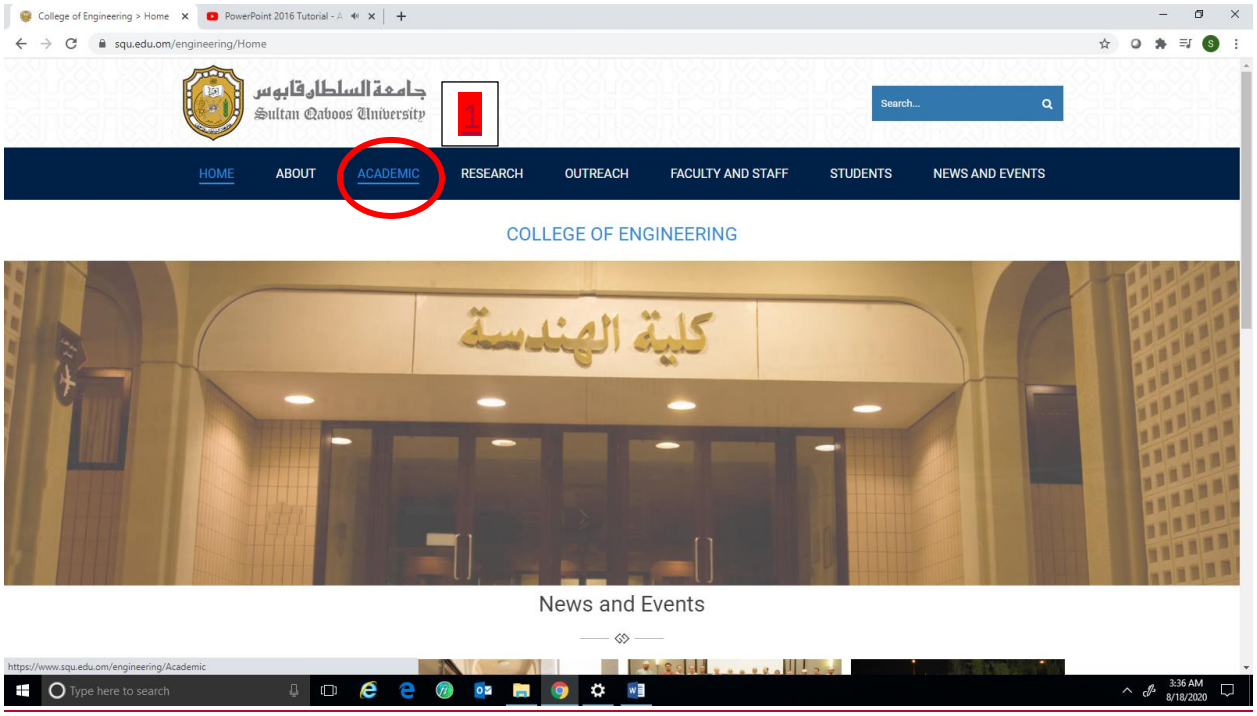
For full details of courses offered in the department, see the enclosed degree plans in the Appendix**.**

For information about the department, faculty members and course descriptions visit the department website at: https://www.squ.edu.om/engineering/About/Departments/Petroleum-and-Chemical-Engineering

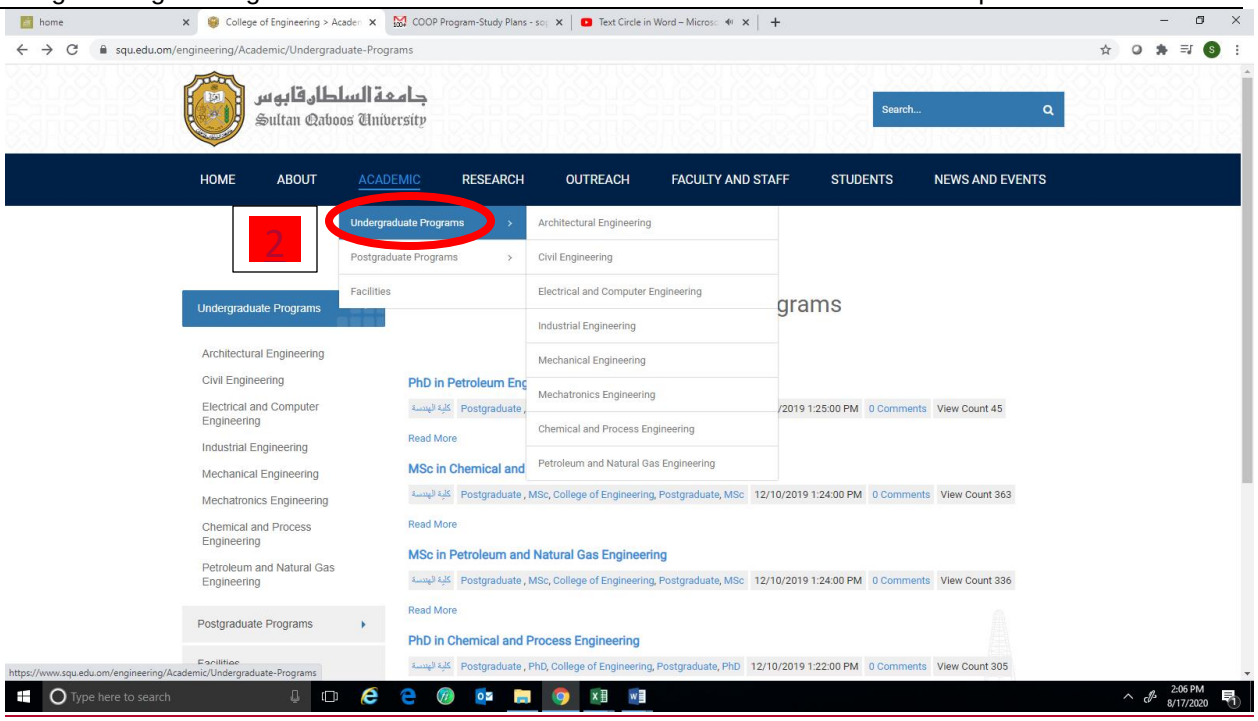
APPENDIX

DEGREE AND STUDY PLANS

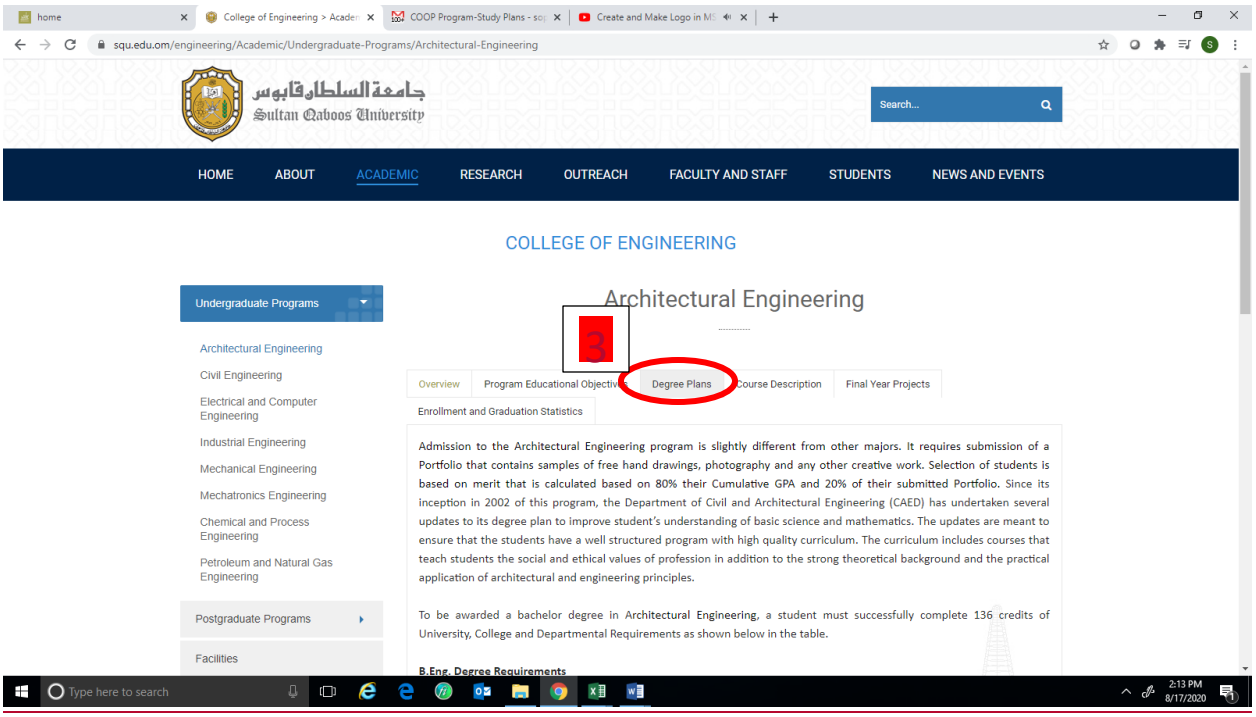
To access the Degree plan, please follow the steps:



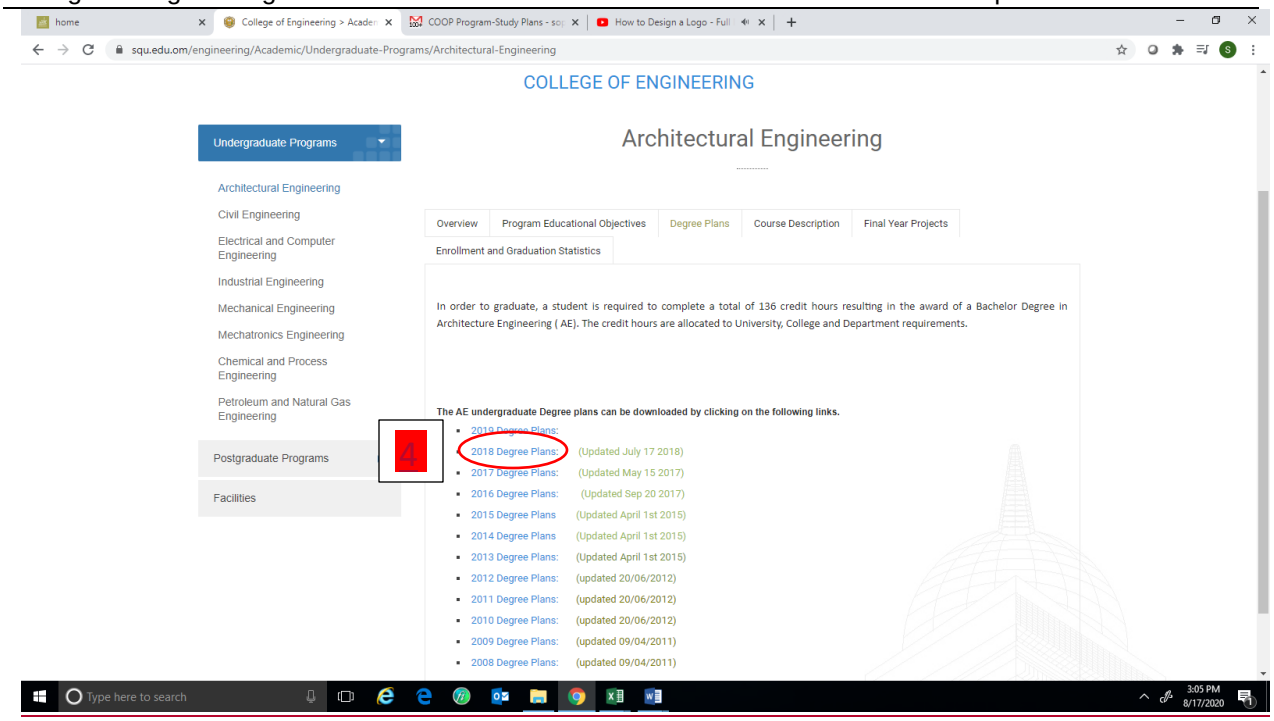
1. Open College of Engineering Webpage: www.squ.edu.om/engineering. Then click on ACADEMIC



2. Choose UNDERGRADUATE. Choose your program



3 Choose DEGREE PLAN



4. Choose the preferred YEAR of Degree Plan

***or email us at adus.engr@squ.edu.om to provide you with the degree plans.**

3.7 APPLICATION FORMS FOR:

1. SPECIALIZATION OR ADMISSION TO ENGINEERING PROGRAMS AND CHANGE OF PROGRAM

2. GRADE APPEAL

Sultan Qaboos University
College of Engineering
Specialization Application Form

Date: 15-May-17

New Application

A. Student Information:

Student Name:

ID: Cohort:

B. Academic Status:

Load Status: Cumulative GPA:

Total Credits *(earned + registered this semester)*:

C. I am applying *(Choose one):*

☑ for *the first-time* to a specialization ☐ to *change* my current specialization

D. Current Specialization *(Choose one)*:

No Specialization.

E. New Specialization *(select in order of preference; start with the first choice to activate the others)*:

1st Choice:
2nd Choice:
3rd Choice:
4th Choice:
5th Choice:
6th Choice:
7th Choice:
8th Choice:
9th Choice:

Click to Reset Selection

a) If *Architecture Engineering* is one of your top *four* choices, then please submit a *Portfolio* to Civil and Architectural Engineering Department coordinator before the announced deadline.
b) *Agriculture Engineering* is offered by College of Agriculture in collaboration with College of Engineering.

F. Endorsement

I, the student, hereby understand that: **1.** Failure to complete the form or provide incorrect information will waive my right for specialization. **2.** Specialization allocation and prioritization is based on seats availability and students' cumulative GPA. **3.** Appeal on the result of specialization is accepted within three working days from the day of the announcement (*inclusive*).

Student Signature: _____

Advisor Name: **Advisor Signature:** _____

For ADUS Office use only: **Type of Application:** **New Application**

Student Name: **ID:**

1st Choice 4th Choice 7th Choice
2nd Choice 5th Choice 8th Choice
3rd Choice 6th Choice 9th Choice

Important Notes:
a) No claim of submission will be accepted without the stamped receipt.
b) Specialization allocation results will be sent to your email. Your email account should not be full.

Stamp

Sultan Qaboos University
College of Engineering
Grade Appeal Form

A. Grade Appeal Information and Procedure:

General Information of SQU Academic Regulations for Grade Appeal:

1- Students have the right to appeal against course grade within *30 days* from the official announcement of the results.
2- Student shall discuss his/her grade *first* with the Instructor concerned. If the Instructor rejects to review the grade, the student shall have the right to appeal using this form, following the procedure shown below.
3- Students should understand that the appealed grade might change to a lower or a higher grade or remain unchanged.

Grade Appeal Procedure:

1- Student to fill out Sections **B**, **C**, and **D** of this form. Please print out both pages and sign the form.
2- Student to submit the signed form to the Assistant Dean for Undergraduate Studies (ADUS), Room # 2020.
3- ADUS shall forward the appeal form to the concerned Head of Department (HoD).
4- The Head of the Department shall form an Ad-hoc Committee to consider the appeal.
5- The Instructor of the course shall be one of the members of the committee.
6- The Instructor shall make the relevant material available to the Ad-hoc committee.
7- The committee shall report its recommendations to the Head of the Department in writing using this form.
8- Based on the report of the Ad-hoc committee, the Head of the Department shall make a decision on the appeal.
9- The decision of the Head of the Department shall be forwarded to the Dean through ADUS for approval.
10- Head of the Department shall inform the student about the final decision of the appeal.
11- Student can appeal to the Vice Chancellor (VC) against the College's decision.

B. Student Information: *(student to fill)*

Student Name: ID/Cohort:
Cumulative GPA: Semester GPA: Load Status:

C. Course Information: *(student to fill)*

Semester/year:
Course Title:
Course Code: Section:
Marks before Final Exam: Current Grade Letter:
Instructor:

D. Reasons for Appeal: *(student to fill)(please attach supporting letter or documents if needed)*

Student Signature: _____ Date: _____

For ADUS Office use only: *(Student Receipt of Grade Appeal Request)*

Student Name: ID:
Course Code: Section: Semester:
Date Received: STAMP

E. Ad-Hoc Committee Members: *(formed by HoD)*

S	Names:	Signature: *(for the given decision)*
1.	_____	_____
2.	_____	_____
3.	_____	_____

F. Committee Decision: *(Ad-Hoc Committee to fill)*

G. Student Final Grade After Committee Decision: *(HoD to fill)*

The final appealed grade is: Lower ☐ Raised ☐ Unchanged ☐

The FINAL grade letter is: _____

HoD Signature: _____ Date: _____

H. Dean's Approval *(Dean to fill)*

The FINAL grade is: Approved ☐ Denied ☐

Comments:

College Stamp

Dean Signature: _____ Date: _____

3.8 قواعد عامة لاعتماد أعذار غياب الطلبة

المعطيات: مع أن النظام الأكاديمي للدراسات الجامعية الأولى بجامعة السلطان قابوس (الطبعة الرابعة، 2015) (ب6، ج3-3، ج10-5) والنظام الأكاديمي للدراسات العليا (الطبعة الأولى، 2008: 3.2.9) يتضمن كل منهما قواعد الالتزام بحضور المحاضرات والامتحانات، إلا أن الهدف من هذه القواعد الإضافية هو أن تحقق التكامل مع تلك الموجودة حالياً في النظام الأكاديمي للدراسات الجامعية الأولى والدراسات العليا من أجل أن توفر مجموعة متكاملة وموحدة من القواعد ليتسنى لأعضاء هيئة التدريس والطلبة في جميع الكليات العمل بها.

(للإضافة إلى "ب6. الالتزام بالحضور" في كتاب النظام الأكاديمي للدراسات الجامعية و"3.2.9 الحضور" في كتاب النظام الأكاديمي للدراسات العليا)

- يمنح العذر للغياب لجميع الطلبة نظرا لما يلي:

أ. الغياب بسبب المرض على أن يكون موثقا ومعتمدا من الجهات الصحية حسب الأنظمة المتبعة.

ب. وفاة أحد الأقارب من الدرجة الأولى (الوالدين أو الأخ أو الأخت أو الزوج أو الزوجة أو الأبناء)، على أن يتم تقديم ما يثبت ذلك رسميا.

ج. الغياب للمشاركة بالأنشطة اللاصفية، على أن تكون معتمدة وموافق عليها من الجهات المختصة بالجامعة.

د. الغياب بسبب أي ظروف خاصة أخرى كأداء فريضة الحج، إجازة الوضع، أو مرافقة مريض من الأقارب من الدرجة الأولى للعلاج...الخ، على أن تكون مدعمة بالوثائق اللازمة كأختام الجوازات أو أية وثائق رسمية ذات علاقة.

- يجب مراعاة الأطر العامة التالية في اعتماد أعذار غياب الطلبة:

1. الطالب مسؤول مسؤولية تامة عن دراسة المحتوى الدراسي الذي فاته خلال فترة الغياب.
2. الطالب هو المسؤول عن تقديم الوثائق الرسمية المطلوبة خلال المدد المقررة لاعتماد العذر قبل النظر في اتخاذ القرار بشأن اعتماد عذر الغياب.
3. يجب تسليم النسخة الأصلية من أعذار الغياب إلى مدرسي المقررات. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.
4. يتم احتساب الغياب بدون عذر ضمن النسب المقررة في منح الطالب إنذارا بالغياب أو الحصول على تقدير (رسوب بسبب الغياب) المنصوص عليها في النظام الأكاديمي للدراسات الجامعية الأولى والنظام الأكاديمي للدراسات العليا، ويجب أن توثق جميع حالات الغياب بعذر وبدون عذر من قبل المدرس في سجل الغياب.

5. إذا صادف وجود امتحان فصلي أو امتحان قصير أو موعد لتسليم نشاط أو واجب أو عرض مرئي خلال فترة العذر المعتمد فإنه يحق لمدرس المقرر أو مجلس القسم أو لجنة الامتحانات بالكلية (حسب ما يقتضيه الوضع) إيجاد بدائل تقييم الطالب من بين الخيارات التالية:

أ. الامتحانات وما شابهها:

a. الجلوس لامتحان تعويضي في المحتوى على أن يكون الامتحان التعويضي بنفس صيغ الامتحان الفائت أو،

b. تعويض الامتحان باعتماد نتيجة عنصر مشابه من نفس الفئة في التقييم العام.

ب. للمكونات الأخرى للمقررات، يمنح الطالب تمديدا في فترات التسليم، مع مراعاة عدم تجاوز الفترة المحددة لتسليم التقديرات.

6. إذا تعدّت مدة المرض أو الترقيد في المستشفى 20 يوما (عمل وغير عمل) متواصلة أو متقطعة في فصلي الخريف والربيع أو في جزء من البرنامج السريري لكلية الطب، أو 10 أيام في فصل الصيف، فإنه يجب إرشاد الطالب نحو تأجيل ذلك الفصل لأسباب صحية للطلبة في غير البرنامج السريري لكلية الطب، أما طلبة البرنامج السريري فإن التأجيل يعتبر ملزما وليس اختياريا.

7. تقديم أية وثائق غير حقيقية أو مزورة يعتبر مخالفة للسلوك الأكاديمي وسيتم التعامل معه وفق الأنظمة المعمول بها في الجامعة.

أ. الغياب بسبب المرض:

1. تُقبل الإجازات المرضية الصادرة من المستشفى الجامعي أو المستشفيات الحكومية الأخرى أو المراكز والمجمعات الصحية الحكومية، أما الإجازات الصادرة من المراكز الصحية والمستشفيات الخاصة فإنها تقبل فقط في حال اعتمادها من الجهات المختصة المحددة من قبل وزارة الصحة.

2. الوثائق التي تنص على أنه تم معاينة الطالب من قبل الطبيب أو أنه قام بزيارة المركز الصحي أو المستشفى فقط، لا يُعتد بها كإجازات أو أعذار مرضية مقبولة.

3. لكي يتم النظر في اعتماد الإجازة المرضية، يجب تسليم النسخة الأصلية الصادرة من المستشفى الحكومي أو المركز الصحي الحكومي إلى مدرسي المقررات خلال يومي تدريس (محاضرتين/لقاءين) للمقرر من تاريخ نهاية فترة الإجازة المرضية. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.

4. في حالات الترقيد في المستشفى لمدة تقل عن اسبوعين، يجب تسليم العذر الطبي إلى مدرسي المقررات خلال لقاءين أو اجتماعين للمقرر من تاريخ الخروج من المستشفى. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.
5. في حالات الترقيد في المستشفى لمدة اسبوعين أو أكثر، يجب تسليم العذر الطبي إلى مدرسي المقررات خلال اسبوعين من بدء الترقيد في المستشفى. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.
6. بالنسبة للمواعيد الطبية الصادرة من العيادات التخصصية في المستشفيات الحكومية أو الخاصة، يتوجب على الطالب إعلام مدرسي المقررات بها مسبقا قبل الغياب وذلك بتقديم وثيقة الموعد الرسمية، كما يجب على الطالب تقديم ما يثبت حضوره الموعد في التاريخ المحدد.
7. في حالة تكرار الغياب من قبل الطالب (أكثر من مرتين في الفصل الدراسي) بسبب أعذار صحية فيتوجب على الطالب تقديم تقرير طبي إلى مدرسي المقررات عن حالته الصحية يوضح أسباب تكرار الغياب وإلا فإن الغياب المتكرر لن يعتبر غيابا بعذر مقبول. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.

ب. الغياب بسبب وفاة أحد الأقارب من الدرجة الأولى:

يقبل عذر الغياب بسبب وفاة الأقارب من الدرجة الأولى (الوالدين أو الأخ أو الأخت أو الزوج أو الزوجة أو الأبناء) شريطة إحضار وثيقة رسمية خلال مدة لا تزيد عن أربعة أيام عمل من تاريخ الوفاة تسلم لمدرسي المقررات. إذا تكون لدى مدرس المقرر شكوك حول صحة أو مصداقية الوثائق المقدمة، فيجب أن ترسل الوثائق إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للتثبت من مصداقية الوثائق.

ج. الغياب للمشاركة بالأنشطة اللاصفية:

1. يمكن اعتماد الأعذار الخاصة للمشاركة في الأنشطة اللاصفية إذا تم تقديم طلب المشاركة مسبقاً.
2. يتطلب اعتماد الأعذار الخاصة للمشاركة في الأنشطة اللاصفية موافقة عميد شؤون الطلبة وعميد الكلية المقيد فيها الطالب.

3. تقبل أعذار الغياب بسبب الأنشطة اللاصفية التي يشارك فيها الطالب بترشيح من الجامعة شريطة إعلام الطالب مسبقاً لمساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية للحصول على الموافقة من خلال رسالة رسمية تحدد نوع المشاركة ومدتها من قبل الجهة المرشحة للطالب داخل الجامعة، وفي حالة اعتمادها يقوم مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية بإعلام رؤساء الأقسام ومدرسي المقررات الخاصة بالطالب،
4. في حالة كون الجهة المرشحة للطالب من خارج الجامعة، على الطالب إحضار ما يثبت موافقة عمادة شؤون الطلبة على المشاركة وتسليم ذلك لمساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية مسبقاً قبل الغياب، وفي حالة اعتمادها يقوم مساعد العميد/مدير مركز الدراسات التحضيرية بإعلام رؤساء الأقسام ومدرسي المقررات الخاصة بالطالب.
5. يحق لمساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية بالتشاور مع المشرف الأكاديمي للطالب و / أو مدرسي المقررات الخاصة بالطالب عدم الموافقة على ترشيح الطالب لأي نشاط لاصفي داخل أو خارج السلطنة في حالة تدني مستوى الأداء الأكاديمي للطالب أو في حالة عدم موافقة الكلية على طبيعة المشاركة.

د. الغياب بسبب ظروف استثنائية أخرى كالحج والوضع ومرافقة مريض من الأقارب من الدرجة الأولى للعلاج إلخ..

الظروف القاهرة والحالات الاستثنائية (مثل: أداء فريضة الحج، مرافقة مريض للعلاج...الخ) التي تتسبب بغياب الطالب يتم التعامل معها كل على حدة حسب الحالة والظروف المصاحبة لها، ويترك قرار اعتماد العذر لتقدير مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية بالتشاور مع مدرسي المقررات. وعلى أن يتم الأخذ بالمعايير التالية لإجازتي الحج والوضع:

الحج: يمكن للطالب التقدم بطلب إجازة الحج في مدة لا تقل عن شهر قبل موعد السفر إلى الحج، ويمكنه الحصول على إجازة الحج لمرة واحدة فقط خلال فترة دراسته في الجامعة. يجب أن لا تتجاوز إجازة الحج 10 أيام عمل، وعلى الطلبة الممنوحين إجازة للحج إبلاغ مدرسي مقرراتهم بالإجازة الممنوحة، كما عليهم تقديم الوثائق التي تثبت أدائهم لفريضة الحج حسب الأنظمة المتبعة في مدة لا تزيد عن أسبوع من تاريخ متابعة الدراسة. لا تقبل أعذار الغياب لأداء فريضة الحج أثناء الامتحانات النهائية.

الوضع: يمكن منح الطالبات التي يحين موعد وضعهن للمواليد إجازة لمدة أسبوعين من تاريخ الوضع، مع نصحهن بتأجيل الفصل الدراسي إن أمكن. وإذا كان موعد الوضع يوافق نهاية الفصل الدراسي وتؤثر في الامتحانات النهائية، فإن الطالبة تمنح تقدير غير مكتمل في جميع المقررات لذلك الفصل على أن يتم تعديلها حسب الأنظمة المتبعة، وعلى الطالبة تقديم الوثائق الثبوتية للولادة في مدة لا تتجاوز أسبوعين من تاريخ الولادة.

هـ. غياب الطالب في الامتحانات النهائية (انظر النظام الأكاديمي للدراسات الجامعية الأولى والنظام الأكاديمي للدراسات العليا):

1. يتوجب على الطلبة حضور الامتحانات النهائية في أوقاتها المخصصة كما هو وارد في جدول الامتحانات النهائية. إن الغياب عن الامتحان النهائي لأسباب صحية أو عائلية لا يسمح به في الأوضاع العادية، ولا يقبل تقديم تقرير طبي لتبرير الغياب إلا إذا كان هناك إثبات بالإقامة في المستشفى أو إثبات

لحالة مرضية شديدة يتم إعلام مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية عنها خلال يومي عمل من تاريخ دخول المستشفى.

2. يمكن قبول وفاة أحد الأقارب من الدرجة الأولى كالوالدين أو الأخوة أو الأخوات أو الزوج أو الزوجة أو الأبناء كعذر مبرر للغياب عن الامتحانات النهائية، وفي هذه الحالة يتوجب تقديم وثيقة إثبات رسمية إلى مساعد العميد للدراسات الجامعية الأولى/مدير مركز الدراسات التحضيرية والتي تثبت أن الوفاة قد وقعت خلال مدة لا تزيد عن أربعة أيام من بداية الامتحان النهائي.
3. يتخذ مدرس المقرر المعني القرار بشأن حالات الغياب المذكورة أعلاه ويتضمن ذلك منح الطالب تقدير غير مكتمل أو رسوب مع الامتيازات التكميلية حسب ما هو منصوص عليه في النظام الأكاديمي للدراسات الجامعية الأولى والنظام الأكاديمي للدراسات العليا وذلك من خلال لجنة الامتحانات في القسم أو الكلية أو المركز المعني.

3.8 A General Guidelines for Approving Student Absence

Rationale: Although student attendance requirements are covered in the Sultan Qaboos University Undergraduate Academic Regulations (Fourth Edition, 2015: B6, C3-3, C10-5) and the Postgraduate Academic Regulations (First Edition, 2008: 3.2.9) the proposed additional guidelines are intended to complement the existing ones in the Regulations to provide clear unified rules and guidelines to be followed by instructors and students in all colleges.

To be added to:

Section"B6. Attendance Policy" of Undergraduate Academic Regulations
Section "3.2.9. Attendance" of the Postgraduate Academic Regulations

Excuse of absence is granted to all students due to:

A: Illness as certified by a valid medical certificate.

B: Bereavement of a first-degree relative (namely: parent, brother, sister, spouse or child) as certified by documented official evidence.

C: Involvement in extra-curricular activities, documented and approved by the University authorities.

D: Any other special circumstance such as Haj, birth, accompanying a first-degree relative for medical treatment etc. as certified by stamped passport copies or other official documents.

The following general guidelines shall be observed in approving student absence:

1. The student is responsible for self-study of any missed course(s) content during their absence.
2. It is the student's responsibility to submit any required official document(s) within the specified time before a decision on being granted an excuse for absence is made.
3. The original official documents of the excuse for absence should be submitted to the course instructor(s). In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification.
4. The instructor shall record all absences but excused absences will not be counted towards the percentage for issuing the absentee warning or absentee withdrawal notice (FW) (refer to Undergraduate and Postgraduate Academic Regulations).
5. If an assessment component such as a test or a quiz or an assignment submission or a presentation coincides with an ***excused student absence*** period, then the instructor or the departmental Board or College Examination Committee (as applicable) has the right to identify one of the following means to compensate for the missed components.
    a. For examination type components this includes:
        i. Taking a make-up examination in the component provided that the make-up examination must be of the same format, or
        ii. Compensate the value of an equivalent component in overall assessment, or
    b. For other components give an extension to the deadline for submission or delivery of it, but not beyond the grade submission period.

6. If the period of absence due to illness and/or hospitalization exceeds 20 working and non-working days (continuous or intermittent) in the fall or spring semester or one block in the MD program of College of Medicine and Health Sciences, or 10 working and non-working days in the summer semester, the student should be advised to postpone the semester for health reasons. Postponement must be compulsory for MD program in these situations.
7. The presentation of forged certificates is considered Academic Misconduct and will be dealt with according to University Bylaws.

A: Absence due to illness

1. Sick leaves issued by SQU Hospital and any governmental hospital or health center are accepted, while those issued by private hospitals or clinics are *only accepted after ratification by governmental entity affiliated to the Ministry of Health.*
2. A document that simply states that a medical doctor had seen a student or has attended a clinic is not considered valid for granting an excuse for absence.
3. For absence due to illness to be excused, the original, official sick leave document must be presented to the course instructor(s) within two class meeting/contact days from the end of the leave period. In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification.
4. In case of hospitalization for a period of less than two weeks, the sick leave document must be presented to the course instructor(s) within two class meeting/contact days from the date of discharge from the hospital. In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification.
5. In case of hospitalization for a period of two weeks or more, the sick leave document must be presented to the course instructor(s) within two weeks from the date of admission to the hospital. In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification.
6. For medical appointments issued by government or private health care facilities, the student must inform the course instructor(s) in advance by presenting the official appointment slip. The student must also provide a proof of attendance of the appointment date.
7. In case of repeated absence (more than two per semester) for compelling health reasons, the student must submit a medical report to the course instructor(s). In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification. Failing to do so will result in considering such frequent absences as unexcused.

B: Absence due to bereavement of first – degree relative

Absence due to bereavement of first – degree relative is excused when an official document to that effect is submitted to the course instructor(s) within 4 working days from the bereavement. In the event of the instructor doubts the validity of the provided document, it should be forwarded to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for verification.

C: Absence for extra-curricular activities

1. Absence for extra-curricular activities will only be considered as excused if it is requested *in advance* of the proposed absence.
2. Approval for extra-curricular activities requires the approval of *both* the Dean of Student Affairs and the Dean of the student's college.
3. For a student who is nominated by a unit *within the university* to participate requires that the student:
    a. obtains an official letter from the nominating unit specifying the type of activity and its duration.
    b. submits it in advance to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies for processing.
    c. If the participation of the student is approved (see 2 above), the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies shall notify the relevant course instructors and HODs.
4. For a nomination that comes from *units outside the university*, the student is required to present an official document stating the approval of the Deanship of Students Affairs to participate in such activity to the Assistant Deans for Undergraduate Studies/Director of the Center for Preparatory Studies *prior to his / her absence.*
    a. If the participation of the student is approved, the Assistant Dean/Director of the Center for Preparatory Studies shall notify the relevant course instructors and HODs.
5. The Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies, in consultation with the student's academic advisor and/or course instructors, has the right not to approve the student's nomination to participate in any activity inside or outside the Sultanate due to poor academic record or any other reason at the discretion of the college.

D: Absence due to any other special circumstance such as Haj, birth, accompanying a first-relative degree patient for medical treatment etc.

These are to be treated on a case-by-case basis and left to the discretion of the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies in consultation with the course instructor to process an excuse of absence.

For Haj and Birth the following should be observed:

Haj: A student shall apply for a Haj leave at least a month in advance, and can be awarded the approval once only during the period of study in the University. The Haj leave shall not exceed 10 working days. Students granted Haj leave must inform their instructors with the period of the leave. Pilgrimage-students should provide the official documents of their attendance to rite of Haj within one week of resuming classes. No approval for absence during the final examinations for the Haj shall be granted.

Birth: Female students due for delivery can be awarded a leave of 2 weeks from classes, and should be advised to postpone the semester in which they are due to deliver. If the delivery is at the end of the semester and affects the final exams, a student shall be granted an incomplete grade, and regular academic regulations for incomplete grades are to be applied. The student should provide the birth documents within two weeks after delivery.

Absence in final examinations (Refer to Undergraduate and Postgraduate Academic Regulations)

1. Students are required to attend scheduled final examinations and absenteeism for health or family matters is not normally excused. Presentation of a sick note cannot be accepted as a reason for absenteeism for an examination unless there was hospitalization or evidence of extreme illness. Such evidence is to be submitted to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies within two working days from admission to hospital.

2. Bereavement of a first-degree relative are accepted as a reason for absenteeism subject to submission of verified official documents to the Assistant Dean for Undergraduate Studies/Director of the Center for Preparatory Studies and provided that the bereavement took place not more than 4 working days before the examination .

3. Decisions in cases of approved absenteeism are made by the instructor responsible for the course, including the awarding of grades of “Incomplete” or "Failed Supplementary Privilege", as defined in the Undergraduate Academic Regulations of the University, through the relevant Departmental, College or Centre examination committee.