

Nursing Department Registration and Admission Guide

Introduction

Dear Student:

The Nursing Department was keen to present this guide to you to be of assistance to you after God Almighty for most of what you need to know about the registration and admission system in the Nursing Department. The guide contains all the information related to registration and admission. The guide includes an aspect about registration and acceptance, as it includes a definition of the vision, mission, goals, tasks of the student, and the executive steps of the registration and admission process.

Deanship of Admission and Registration

The Deanship of Admission and Registration is considered the first supporter for every university student, as it is the student's gateway to the university, and it is concerned with him and his academic and educational affairs from admission to graduation. It also undertakes the task of providing sufficient information about the university, its scientific faculties and specializations, and informing university students of all university regulations that they need during their educational journey. Accordingly, the Deanship of Admission and Registration at Al Baha University has provided the best services in accordance with quality requirements that are based on accuracy and safety in performance while harnessing modern technology to be distinguished and pioneering in serving the educational process for university students and in supporting the university units to achieve its goals

Admission and Registration in the Nursing Department:

Vision

Excellence in admission and registration processes to serve members of the university community.

Mission

Providing academic services in accordance with the best quality practices, while harnessing modern technology to improve the department's work through distinguished human elements and highly efficient systems

Objectives:

- ✓ Developing mechanisms and standards for student admission.
- ✓ Building a good mental image of the Deanship.
- ✓ Developing the technical environment of the Deanship.
- ✓ Spreading awareness of the study and examination regulations and systems.
- ✓ Creating a facilitating scientific environment by simplifying procedures and overcoming difficulties and obstacles for students.
- ✓ Achieving excellence in the performance of the Deanship's employees.
- ✓ Building effective partnerships to contribute to the development of academic affairs.

**Nursing Department
Values**

قسم التمريض



Conditions for accepting a new student in the Nursing Department:

1. Must have a high school certificate or its equivalent from inside or outside the Kingdom.
2. No more than five years have passed since the student obtained the high school diploma or its equivalent, and the department council may make an exception from this condition if there are convincing reasons.
3. Should be of good conduct and behavior.
4. Successfully pass any test or personal interview deemed by the department council.
5. Must be medically fit.
6. Obtain approval from his reference if works in any government agency.
7. Must fulfill any other conditions determined by the department council and announced at the time of submission.

General Terms and Conditions

الشروط والضوابط العامة



- ١ أن يكون سعودي الجنسية أو من أم سعودية.
- ٢ أن يكون حاصلاً على شهادة الثانوية العامة أو ما يعادلها من داخل المملكة أو خارجها.
- ٣ ألا يكون قد مضى على حصوله على شهادة الثانوية العامة أو ما يعادلها مدة تزيد على خمس سنوات.
- ٤ ألا يزيد عمر الطالب / ة عن (٢٥ عام).
- ٥ يشترط للقبول للكلية الصحية أن يكون المتقدم خريج العام الدراسي الحالي ١٤٤٠/١٤٤١هـ.
- ٦ أن يكون حسن السيرة والسلوك.
- ٧ أن يجتاز بنجاح أي اختبار أو مقابلة شخصية تطلبها الجامعة أو الكلية.
- ٨ أن يكون لائقاً طبياً، وفي حال ثبوت عدم ذلك للجامعة الحق في إلغاء القبول أو اتخاذ الإجراء المناسب.
- ٩ أن يحصل على موافقة من مرجعه بالدراسة إذا كان يعمل في أي جهة حكومية أو خاصة.
- ١٠ ألا يكون قد فصل من الجامعة لأسباب تعليمية أو تأديبية، أو فصل من جامعة أخرى لأسباب تأديبية.
- ١١ التطعيم بجريعتين من لقاح الثلاثي الفيروسي.
- ١٢ استيفاء أي متطلبات إضافية قد يحددها مجلس الجامعة في وقت القبول.
- ١٣ للجامعة الحق في إلغاء القبول النهائي في حال لم ينطبق أي شرط من الشروط العامة أو الخاصة على المتقدم أو المتقدمة.

General Terms and Conditions:

- 1) To be a Saudi nationality or of a Saudi mother.
- 2) He must have a high school certificate or its equivalent from inside or outside the Kingdom.

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- 3) No more than five years have passed since obtaining a high school diploma or its equivalent.
- 4) The age of the student should not be more than (25) years.
- 5) For admission to health science colleges, the applicant must be a graduate of the current academic year 1440/1441.
- 6) To be of good conduct and behavior.
- 7) To successfully pass any test or personal interview required by the university or college.
- 8) To be medically fit, and in case of it is proven not, the university has the right to cancel the admission or take the appropriate action.
- 9) To obtain approval from his reference to study if he works in any governmental or private entity.
- 10) He should not have been dismissed from the university for educational or disciplinary reasons, or dismissed from another university for disciplinary reasons.
- 11) Vaccination with two doses of the triple viral vaccine (MMR).
- 12) Fulfill any additional requirements that the University Council may specify at the time of admission.
- 13) The university has the right to cancel the final admission if any condition of the general or special conditions not applied.

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Faculty of Applied Medical Sciences (80%) (Triple acceptance rate)

- 1) Obtaining a high school diploma (the scientific track, course system, or semester system)
- 2) The triple percentage shall not be less than (80%) to enter the competition.
- 3) Pass the medical examination (from a government hospital in the Kingdom).
- 4) Comparison between applicants:
 - ✓ 50% High school
 - ✓ 30% Abilities
 - ✓ %20 achievement

Student Records Management Policy at Al-Baha University

Student records are managed at Al-Baha University (BU) through the Banner Student System based on [®] Oracle, a relational database management system from Oracle Corporation that combines advanced technology with user-defined and rules-based architecture. Banner creates an information environment that can be customized to meet user requirements, without the need for extensive technical support. Banner offers a wide range of functions needed to manage student data, including: creating catalogs; collecting data for class scheduling, admissions, home assignment, faculty academic workload analysis, and registration; Academic history and reviewing academic degrees' reports. The Deanship of Admission and Registration, in cooperation with the Deanship of E-Learning and Information Technology, is responsible for accessing, protecting, and preserving confidentiality of student records.

Accessing the records

The Deanship of Admission and Registration is responsible for providing access to student records for all beneficiaries including students, trainers and administrators. Banner provides students with a visual system where each user can access certain features based on user requirements.

Records protection

The Deanship of Admission and Registration, in cooperation with the Deanship of E-Learning and Information Technology, follows advanced security standards to protect student records. The records are stored in a database hosted on local servers managed by the Deanship of E-Learning and Information Technology. The connection over the local network is also secured from internal external intrusion by a firewall

data confidentiality

Al Baha University applies the regulations of the National Center for Documents and Archives for privacy and protection of personal information, which is one of the strongest laws for data protection. Access to this data is limited to authorized employees working in different sectors of the university.

Record keeping

Maintaining student's records is of great interest to the Deanship of Admission and Registration and the Deanship of E-Learning and Information Technology, where records are stored on local servers and backed up periodically to ensure that they can be retrieved at any time. Historical (old) data is also backed up and made available to some employees over the network.

Link to the Deanship of Registration and Admission

<https://bu.edu.sa/web/deanship-of-admission-and-registration>