



# New Graduate Student Orientation



## Vice Deanship of Graduate Studies and Scientific Research

King Abdulaziz University  
Faculty of Computing and Information  
Technology  
Spring 2025

# Outlines:



- FCIT Structure
- Offices
- People
- The Graduate Program Advisor
- Research Awards Grants
- Graduate Studies and Research
- Stages of Graduate Students Study

# FCIT Structure

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- 3 departments: CS, IT, and IS
- 10 Graduate degree programs
- Graduate degree programs: MS and PhD
- 840 graduate students (census in Spring 2025)
  - 295 in the male campus
  - 545 in the female campus

# Offices

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- The Deanship of Graduate Studies
- The Vice Deanship of Graduate Studies and Scientific Research at FCIT
- The department of Computer Science
- The department of Information Technology
- The department of Information Systems
- Graduate Studies Unit (male & female section)

# People

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- The Vice Dean of Graduate Studies and Scientific Research
  - Dr.Reem Moteab Alotaibi
- The Graduate Program Advisor (GPA)
  - Head of Graduate Studies Unit (male section): Mr. Abdullah Alshumrani
  - Head of Graduate Studies Unit (female section): Mrs.Zinab Alyobi
  - **CS department:** Dr. Nouf Alghanmi (PhD) and Dr. Hanan Alahmadi (Msc)
  - **IS department:** Prof. Manal Abdulla (PhD) and Dr. Hind Bitar (Msc)
  - **IT department:** Prof. Tareg Ahmad (PhD) and Dr. Afraa Attiaa (Msc)

# The Graduate Program Advisor (GPA)

- The Graduate Program Advisor (GPA) is the program advisor for all graduate students at each department.
- The GPA is responsible for helping students with the technical processes of graduate students, such as deadlines, forms, and formal procedures.
- The GPA is responsible for ensuring that graduate programs and students adhere to the graduate studies policies and requirements.

## Stages of graduate student study –Master with Thesis



اجراء الكتروني عن طريق نظام معاملات الدراسات العليا / Electronic Processing through higher education system

الجراء الكتروني عن طريق نظام (قبول+) / Electronic Processing through Admission System/ (+)

لا تتم مناقشة الرسالة العلمية الا بعد تشكيل لجنة المناقشة واجازة الرسالة للمناقشة. Thesis discussion is not allowed without committee and approval to defend.

## Stages of graduate student study - Doctoral

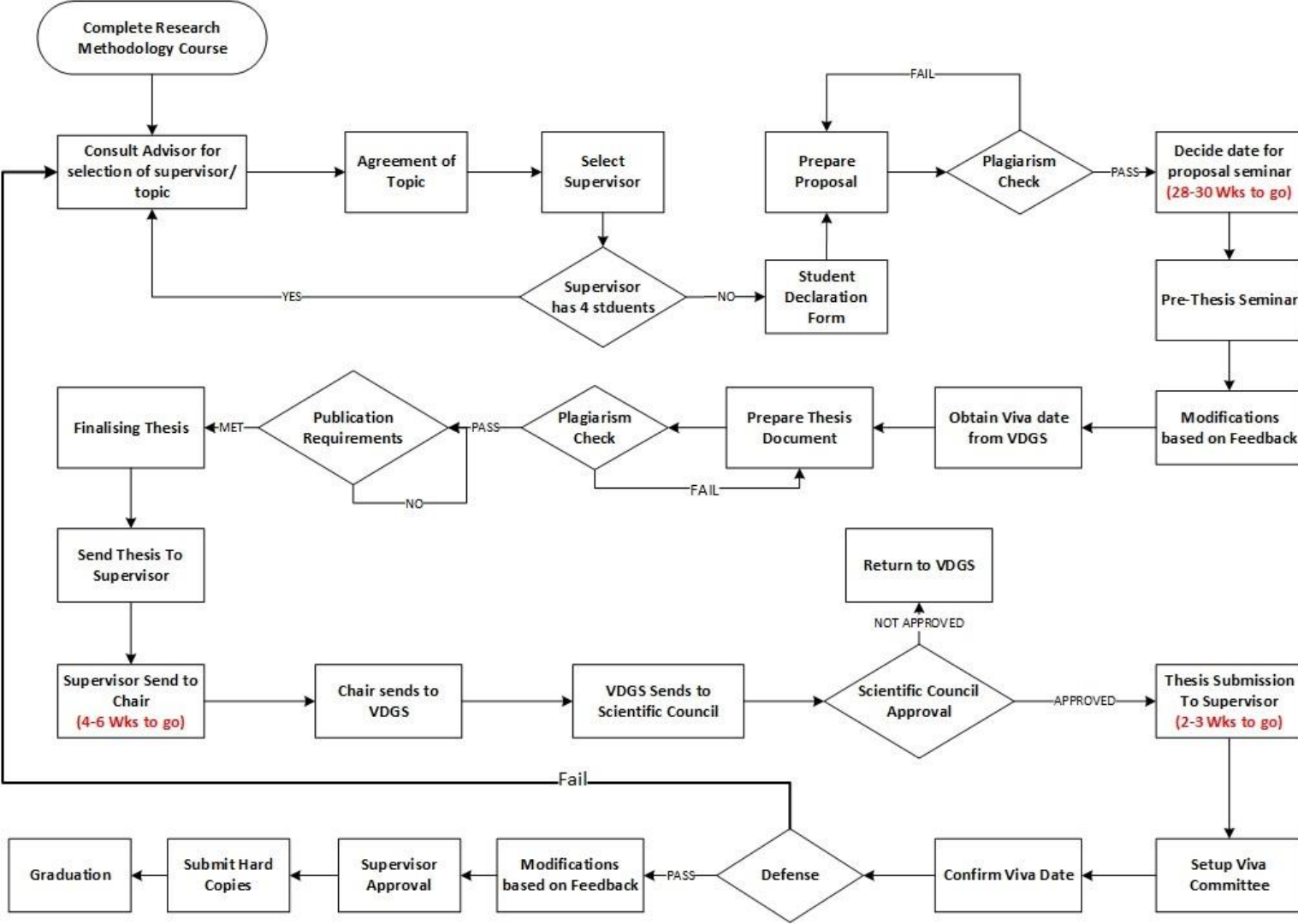


اجراء الكتروني عن طريق نظام (قبول+) / Electronic Processing through Admission System/

اجراء الكتروني عن طريق نظام معاملات الدراسات العليا / Electronic Processing through higher education system

لا تتم مناقشة الرسالة العلمية الا بعد تشكيل لجنة المناقشة واجازة الرسالة للمناقشة. / Thesis discussion is not allowed without committee and approval to defend.





# PROCESS DIAGRAM

- Checklist
- Online

# Research Awards Grants



- KACST, DSR, RDIA grants
- ISI papers have some awards
- General Program (Faculty and Student Awards)
- A program to Promote Patents
- Highly Cited; Junior Faculty Grants; Researcher Project;
- Authoring and Translation; Research Groups; Outstanding Scientific Study
- International Collaboration

# Graduate Studies and Research (1/2)

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- Deanship of Scientific Research (DSR) website:
  - [http://dsr.kau.edu.sa/Default.aspx?Site\\_ID=305&Lng=EN](http://dsr.kau.edu.sa/Default.aspx?Site_ID=305&Lng=EN)
  - [http://dsr.kau.edu.sa/Default.aspx?Site\\_ID=305&Lng=AR](http://dsr.kau.edu.sa/Default.aspx?Site_ID=305&Lng=AR)
  - e-Portal for DSR: <https://prod.kau.edu.sa/dsr/portal/>
- KACST provides graduate research funding
  - <https://gpurc.kacst.edu.sa/Home.aspx>

# Graduate Studies and Research (2/2)

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- ISI Journals listed by KAU:
  - [http://prod.kau.edu.sa/dsr/akausr/akausr/ISI\\_Search.aspx](http://prod.kau.edu.sa/dsr/akausr/akausr/ISI_Search.aspx)
- Turnitin login for Plagiarism check:
  - Supervisors and/or course instructor can get account and provide access to students
  - Prof.Sammayin ([sbezzina@kau.edu.sa](mailto:sbezzina@kau.edu.sa))
- Refer to our faculty theses at:
  - <http://computing.kau.edu.sa/pages-postgraduate.aspx>
  - All thesis are available at the Central Library

# The Annual Review of Graduate Student Progress

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- FCIT's deanship of graduate studies requires all master's and doctoral students to submit an annual report of academic progress.
- The review is conducted by the graduate committee annually every fall semester.
- Your GPA will contact you with details about the annual review.
- You will receive a feedback and comment from the graduate committee.
- Failure to submit the form will result in:
  - A hold on your record preventing you from enrolling in classes.
  - Your GPA will not approve any future requests (extensions, proposal, defense, etc.)

# Research Seminars



- Conducting research requires interaction and networking skills. You need to participate, interact, and collaborate.
- Students are required to attend at least **2 or 3** seminars (outside the course) in a semester.

# Courses: Requirements, Grades, GPA (1/2)

- The maximum residency period for a master's degree must not be less than four semesters (2 years) and not more than six semesters (three years).
- The maximum residency period for a PhD degree student must not be less than six semesters (three years) and not more than eight semesters (four years).
- In all programs of Graduate Studies, the minimum credit hours to study in the main semester is six credit hours for local students and nine credit hours for international students. 12 credit hours (excluding thesis) are the maximum to study in the main semester.

# Courses: Requirements, Grades, GPA (2/2)

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- For transfer graduate students, you must take at least 70% of the required CREDIT HOURS in the University awarding the degree.
- If the student is expected to graduate, then he can study 15 credit hours in the same semester but not more, provided his cumulative GPA is not less than 4.5.
- A student cannot graduate until all the degree requirements are satisfied, with an overall grade of, at least, ‘very good’ (B).
- A minimum of “Very Good” (B) grade is required for all courses.
- A “Good” (C) grade is allowed for ONLY one course.





## References and Resources

- [FCIT's Graduate Handbook](#) [PDF]
- [KAU's Graduate Denaship Rules and Regulations](#)



**Questions?**

Thank you