



GRADUATE HANDBOOK  
KING ABDULAZIZ UNIVERSITY  
FACULTY OF COMPUTING AND INFORMATION TECHNOLOGY  
Academic Year 2018 – 2019  
Last Modified 24/10/2018

# Contents

1	Degree Programs.....	1
2	Admission .....	1
2.1	Requirements of the Deanship of Graduate Studies .....	1
2.2	Requirements of the Faculty of Computing and Information Technology.....	1
2.3	Scholarship for Graduate Studies for International Students .....	2
2.4	Required Documents .....	3
2.5	Admission Deadlines .....	3
2.6	Conditional Admission Requiring Completion of Prerequisite Courses.....	3
2.7	Postponing Admission .....	4
3	Postponing Graduate Studies .....	4
4	Postponing Prerequisite Courses.....	4
5	Withdrawing from a Semester.....	4
6	Changing Majors.....	5
7	Dismissal .....	5
8	Readmission .....	6
9	Facilities.....	6
9.1	Data Center .....	6
9.2	High Performance Computing (HPC) Lab .....	6
9.3	Data Communication and Networks (DCN) Lab .....	7
9.4	Intelligent System (IS) Lab .....	7
9.5	Data Engineering (DE) Lab .....	7
9.6	Software Engineering (SE) Lab.....	8
10	Graduate Program Structure .....	8
10.1	Courses .....	8
10.1.1	Advising.....	8
10.1.2	Plan of Study .....	8
10.1.3	Course Registration Requirements .....	8
10.1.4	FCIT Research Seminar Series Attendance Requirements.....	9
10.1.5	End of Semester Report .....	9
10.2	Thesis.....	9
10.2.1	Thesis Concept.....	9
10.2.2	Advisory Committee.....	9
10.2.3	End of Semester Report .....	11

10.2.4	Thesis Registration .....	11
10.2.5	Thesis Proposal .....	11
10.2.6	Thesis Seminar .....	11
10.2.7	Thesis Defense .....	12
10.3	Master of Science Program Specific Requirements .....	12
10.3.1	Time Limits for Degree Completion .....	12
10.3.2	Degree Requirements by Department .....	12
10.4	Doctor of Philosophy Program Specific Requirements .....	13
10.4.1	Time Limits for Degree Completion .....	13
10.4.2	Comprehensive Examinations .....	13
10.4.3	Degree Requirements by Department .....	14

# 1 Degree Programs

The Faculty of Computing and Information Technology (FCIT) at King Abdulaziz University offers Computer Science, Information Technology, and Information Systems programs conferring Master of Science (MS) and Doctor of Philosophy (PhD) degrees. These programs consist of completion of focused courses and composition of a thesis, resulting in an in-depth education in computing surrounded by ample research opportunities.

## 2 Admission

### 2.1 Requirements of the Deanship of Graduate Studies

To qualify for admission an applicant must:

1. Be a Saudi native or recipient of the Scholarship for Graduate Studies for International Students
2. Hold all requisite degrees as conferred by recognized universities
3. Be recommended by two professors who have previously taught the applicant
4. Have the express approval of the applicant's employer to attend the program, if applicable
5. Be of good character and medically fit
6. Commit to being a full-time student if the applicant is applying to a doctoral program, unless an exception has been granted by the University Board at its discretion

### 2.2 Requirements of the Faculty of Computing and Information Technology

In addition to fulfilling the Requirements of the Deanship of Graduate Studies, to qualify for admission an applicant must:

1. Hold the requisite degree in Computer Science, Computer Engineering, Information Systems, Information Technology, or another approved field of computing
2. Have a cumulative GPA of at least a "B"
3. Have a General Aptitude Test (GAT) score of at least 65
4. Have a TOEFL score of at least 450 if the applicant is applying to a master's program or 500 if the applicant is applying to a doctoral program, or equivalent

Applicants qualified for admission to a master's program who receive at least 80% consideration per the following criteria qualify for preferential admission based on the number of available spaces:

1. (50% consideration): Cumulative average
2. (40% consideration): General Aptitude Test (GAT) score

3. (10% consideration): Degree of specialization of the applicant

Applicants qualified for admission to a doctoral program who receive at least 70% consideration per the following criteria qualify for preferential admission based on the number of available spaces:

1. (40% consideration): Score on written exam administered by the department
2. (30% consideration): General Aptitude Test (GAT) score
3. (30% consideration): Research potential of the applicant based on:
  - a. Written submission by the applicant of the applicant's objective of study (i.e. statement of purpose)
  - b. Prior research contributions of the applicant in terms of publications, participation in scientific research events, research contributions within a program specialization

### 2.3 Scholarship for Graduate Studies for International Students

In addition to fulfilling the Requirements of the Deanship of Graduate Studies and the Requirements of the Faculty of Computing and Information Technology, to qualify for admission an international applicant must:

1. Never have been dismissed from any university in the kingdom
2. Be of no more than 30 years of age if the applicant is applying to a master's program or 35 years of age if the applicant is applying to a doctoral program
3. Have at least one of the following English-proficiency exam scores
  - a. TOEFL (PBT): 500
  - b. TOEFL (CBT): 173
  - c. TOEFL (IBT): 61
  - d. IELTS (Overall Band): 5

Qualified applicants should submit their applications online per the requirements and instructions of their programs of choice. Recipients are expected to fulfill their responsibilities to the best of their knowledge, training, and abilities in accordance with all relevant KAU rules and regulations. In particular, recipients are expected to devote the time and energy needed to complete their degrees. In exchange, each recipient receives:

1. A one-time stipend for preparation of SR 1,800 upon acceptance
2. Living accommodations and facilities
3. Subsidized meals
4. Health care
5. A monthly stipend of SR 1,900
6. An annual, round-trip ticket to the applicant's country
7. A total stipend for printing the thesis of SR 4,000 if the student is attending a doctoral program or SR 3,000 if the student is attending a master's program
8. A one-time stipend for shipping books of SR 2,700 upon graduation

## 2.4 Required Documents

A Saudi applicant must submit:

1. A copy of the applicant's identification card
2. A notarized copy of the applicant's requisite certificate
3. A notarized copy of the applicant's transcripts
4. A copy of the applicant's GAT results
5. A copy of the applicant's English-proficiency exam results
6. Written recommendations from two professors who have previously taught the applicant
7. All requisite application forms in both Arabic and English
8. Express written approval from the applicant's employer to attend the program if the applicant is employed at the time of application or a pledge to furnish such if the applicant becomes employed at any point in time during attendance of the program
9. A certificate of the applicant's good conduct
10. Four 3x4 photos of himself/herself

An international applicant must submit:

1. A copy of the applicant's passport, which must remain valid for at least a year
2. A copy of the applicant's requisite certificate certified by the Saudi embassy in the country where the degree was conferred
3. A copy of the applicant's transcripts certified by the Saudi embassy in the country where the corresponding courses were completed
4. A copy of the applicant's English-proficiency exam results
5. Written recommendations from two professors who have previously taught the applicant
6. All requisite application forms
7. A copy of the applicant's current curriculum vitae (CV)
8. A statement of purpose written in English
9. The official sponsorship letter

## 2.5 Admission Deadlines

Admission deadlines are determined by the Deanship of Graduate Studies for each academic calendar year and can be found at <https://graduatestudies.kau.edu.sa>.

## 2.6 Conditional Admission Requiring Completion of Prerequisite Courses

A student granted conditional admission requiring completion of prerequisite courses must complete these courses on the first attempt within the student's first three semesters with a grade of no less than a "C" in each and a cumulative GPA of no less than a "B" across all before commencing registration for a graduate program. With the express approval of the department,

a student may register for graduate courses if the student has no more than two uncompleted prerequisite courses, which must be able to be completed on time. Time taken for completing prerequisite courses does not count against any limits for completing a graduate degree. Grades earned for prerequisite courses are not used when determining GPA.

## 2.7 Postponing Admission

An applicant with reasonable justification may postpone admission for up to two semesters if the applicant submits a request to do so within the timeframe established by the Deanship of Graduate Studies that is approved by the Department Council, the College Dean, and the Deanship of Graduate Studies. FORM [AAG-9]

## 3 Postponing Graduate Studies

A student with reasonable justification who has completed at least one semester or a significant portion of the thesis may postpone graduate studies for up to four semesters if the student submits a request to do so at least two weeks prior to the beginning of the next semester that is approved by the Department Council, the College Dean, and the Deanship of Graduate Studies. The postponement period does not count against any limits for completing the graduate degree. FORM [AAG-8]

## 4 Postponing Prerequisite Courses

A student with reasonable justification who has completed at least one semester of prerequisite courses may postpone studies for only one semester if the student submits a request to do so at least two weeks prior to the beginning of the next semester that is approved by the Department Council, the College Dean, and the Deanship of Graduate Studies. The postponement period does not count against any limits for completing the prerequisite courses and the graduate studies. The postponing prerequisite courses counts as a postponed semester per Postponing Graduate Studies. FORM [AAG-8]

## 5 Withdrawing from a Semester

A student with reasonable justification who has completed at least one semester and is not under an extension may drop all enrolled courses and withdraw from a semester if the student submits a request to do so within the timeframe established by the Deanship of Graduate Studies before final examinations have commenced that is approved by the Department

Council, the College Dean, and the Deanship of Graduate Studies. The withdrawn semester counts as a postponed semester per Postponing Graduate Studies. FORM [AAG-5]

## 6 Changing Majors

A student who satisfies all requirements deemed necessary by any associated Departments may change major once with the recommendations of the Department and College Councils and the approval of the Council of the Deanship of Graduate Studies. The transferring of any credit hours previously-earned at the University is subject to the approval of the new Department. Such transferred credits are used when determining GPA. Time spent in the previous major counts against any limits for completing prerequisite courses or a graduate degree. Only one change of major is allowed per degree. FORM [AAG-3]

A student wishing to change majors should:

- Apply to the Head of the Department if the student wishes to transfer from one field or program to another within the same department.
- Apply to the Dean of the College if the student wishes to transfer from one department to another within the same college
- Apply to the Deanship of Graduate Studies if the student wishes to transfer from one college to another within the university

## 7 Dismissal

The Council of the Deanship of Graduate Studies may decide to dismiss a student who fails to:

1. Fulfill all expected academic duties FORM [AAG-15]
2. Comply with the rules and regulations of the university
3. Register during the allowed registration period
4. Fulfill the conditions of Conditional Admission Requiring Completion of Prerequisite Courses
5. Fulfill the conditions of Postponing Admission
6. Fulfill the conditions of Postponing Graduate Studies
7. Fulfill the conditions of Postponing Prerequisite Courses
8. Fulfill the conditions of Withdrawing from a Semester FORM [AAG-15]
9. Demonstrate consistent scientific honesty
10. Have a GPA of at least a "B" for any two consecutive semesters
11. Pass the comprehensive examination, if required, within two attempts
12. Maintain qualification of a thesis per the committee
13. Successfully defend a thesis per the committee
14. Complete the degree on time



If a student fails to fulfill the 10<sup>th</sup> requirement in the Dismissal, the student may be granted a one-time exemption for up to two semesters with the recommendations of both the Department and College Councils and the approval of the Council of the Deanship of Graduate Studies.

If a student fails to fulfill the 14<sup>th</sup> requirement in the Dismissal, the student may be granted a one-time exemption for up to two semesters with the support of the student's academic advisor's report, the recommendations of the Councils of the Department, College, and Deanship of Graduate Studies, and the approval of the University Council. FORM [AAG-1]

## 8 Readmission

Under certain circumstances, when supported by the Department and College Councils, recommended by the Council of the Deanship of Graduate Studies, and approved by the University Board, A student formerly enrolled in a graduate program may be granted readmission. If no more than six semesters have passed since the student's dismissal, the student may be required to repeat certain courses per a list produced by the Department and College Councils and approved by the Council of the Deanship of Graduate Studies with any semesters completed or postponed prior to readmission counting against the applicable limits. If more than six semesters have passed since the student's dismissal, the student is treated as a new applicant, regardless of the number of credit hours earned previously. FORM [AAG-16]

## 9 Facilities

FCIT provides students with access to computing labs and centers. Students may obtain access to these facilities by contacting the academic advisor. Our main facilities are outlined below.

### 9.1 Data Center

Equipped with state-of-the-art servers and networking equipment for high-performance and cloud computing, the FCIT Data Center provides the intense computing resources necessary for the grid and cluster approaches that are key to graduate research projects and publications. Additional resources can be obtained on a case-by-case basis per research requirements. The FCIT Data Center has been utilized for civil improvement projects, including several projects under the auspices of the King Abdullah City for Science and Technology (KACST) Fund.

### 9.2 High Performance Computing (HPC) Lab

Providing aggregated computing power far-exceeding average workstations, the High-Performance Computing (HPC) Laboratory delivers the resources necessary to address large-

scale research problems in an array of fields, including science, engineering, and business. Examples of applications that benefit significantly from such resources include visualization, distributed databases, numerical modeling, simulations, scientific predictions (e.g. earthquakes), gaming, web servers, and search engines.

### 9.3 Data Communication and Networks (DCN) Lab

The Data Communication and Networks (DCN) Laboratory facilitates research in such areas as advanced data communications, next-generation multimedia communication networks, telecommunication network management, mobile and wireless networks, and communication network security. The DCN Laboratory is presently being updated with state-of-the-art equipment and software to meet the needs of innovative research, which will allow FCIT researchers to conduct theoretical, experimental, and applied research in areas involving network programming and simulation, including cloud computing, data center security, routing protocols for wireless sensor and mesh networks, applied cryptography, distributed storage systems for managing structured data, the Internet of Things (IoT), advanced networking topics, communication network evaluation, information security, and network security.

### 9.4 Intelligent System (IS) Lab

Equipped with the latest state-of-the-art equipment, including LABNIRS, Biosemi Active-Two EEG, and Tobii Eye Tracker systems, the Intelligent Systems (IS) Laboratory was established to promote excellence in research and education in multidisciplinary fields such as human language technology, speech processing, machine learning, data mining, machine vision, brain-computer interfacing, and assistive technologies. The IS Laboratory provides tools for researchers conducting theoretical, experimental, and applied research that leads to the development of intelligent systems. Such research includes rehabilitation (e.g. movement, work, language, hearing), cognitive computation involving brain-computer interfacing and olfactory nerve testing, informatics involving analyses of emotions and big data, and measurements taken of newborn babies involving the senses of touch, sight, and hearing.

### 9.5 Data Engineering (DE) Lab

Enabling research and development of data and knowledge engineering applications, the Data Engineering (DE) Laboratory supports multidisciplinary research and development efforts that utilize visualization, data analysis, and knowledge-engineering with current themes including data mining, prediction, and data warehousing.

## 9.6 Software Engineering (SE) Lab

The Software Engineering (SE) Laboratory supports graduate and postgraduate researchers working on static and dynamic testing of exascale software systems, which requires the utilization of network clusters, map reduction, and NOSQL databases. A wide variety of research efforts spanning many different topics are currently underway in the SE Laboratory.

# 10 Graduate Program Structure

## 10.1 Courses

### 10.1.1 Advising

Upon acceptance into a graduate program, each student is assigned to a Graduate Program Advisor (GPA) and an academic advisor within the 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. The academic advisor is responsible for monitoring students' progress while they are taking courses. The role of academic advisor transfers to a student's thesis advisor once the student and thesis advisor have signed form [AAG-12].

### 10.1.2 Plan of Study

In each student's first semester in consultation with the student's academic advisor, the student must complete and submit a plan of study containing all of the courses necessary to complete the student's degree. The plan of study must then be approved by the student's academic advisor and the Department Chairman. A student may alter this plan of study at any time with the approval of the student's academic advisor and the Department.

### 10.1.3 Course Registration Requirements

Saudi students are required to take at least 6 credit hours of courses per semester.

International students are required to take at least 9 credit hours of courses per semester.

No student may take more than 12 credit hours of courses per semester.

#### 10.1.4 FCIT Research Seminar Series Attendance Requirements

The FCIT Research Seminar Series is a great opportunity to be exposed to ideas and projects that might be in the interest of graduate students. An announcement is sent to all faculty and students a week before each seminar and a follow-up reminder is sent the day before. Students are required to attend at least six of these seminars per semester.

#### 10.1.5 End of Semester Report

At the end of each semester, each student's academic advisor prepares a report detailing the student's progress. Based on this report, the Department Council may issue an academic warning to the student indicating that the student has demonstrated a lack of commitment towards the student's studies and other academic duties. If improvement is not evident after two warnings have been issued, the Department Council may recommend that the Council of the Deanship of Graduate Studies dismiss the student. The best way to avoid these consequences is for the student to maintain regular contact with the student's academic advisor and uphold the student's GPA. It should be noted that the Department Council has the authority to dismiss any student failing to make sufficient progress towards a degree. FORM [AAG-11], FORM [AAG-15]

### 10.2 Thesis

#### 10.2.1 Thesis Concept

After completing at least 50% of the required graduate courses with a cumulative GPA of at least a "B", each student should submit a thesis proposal concept to the department. If this proposal is approved, the Department Council will assign an advisor and possibly co-advisors. FORM [AAG-2]

#### 10.2.2 Advisory Committee

Each student is guided by an Advisory Committee that provides guidance and oversight for the student's thesis work. While the purpose of this committee is fundamentally the same for master's students and doctoral students, the membership requirements differ. Once a student's Advisory Committee has been formed and approved by the Department, per the recommendation of the College Council these proceedings will be reported for approval by the Council of the Deanship of Graduate Studies.

For master's students:

- By the end of each student's second semester of graduate studies, the student must select a professor, associate professor, or assistant professor from the department to be the student's advisor and chair of the student's advisory committee. An assistant professor may only act as an advisor if the assistant professor has at least two years of experience within the university as an assistant professor and at least two journal papers published or accepted for publication within the assistant professor's field. FORM [AAG-12]
- A student may have a co-advisor. Under certain circumstances, a student may have a second co-advisor who may be from outside of the department. An assistant professor may only act as a co-advisor if the assistant professor has at least one year of experience within the university as an assistant professor and at least one journal paper published or accepted for publication within the assistant professor's field.
- The advisor chooses additional committee members according to the student's thesis topic while ensuring adherence of the committee to the requirements that follow. FORM [AAG-6]
- The committee must have an odd number of members, not less than three, with the advisor and any co-advisors not constituting a majority.
- At least one committee member must be a professor or associate professor.
- At least one committee member must be from the department.
- At least one committee member must be from outside of the department. Retired faculty members are considered to be members of their former departments for this purpose.
- Decisions of the committee require a two-thirds majority.

For doctoral students:

- By the end of each student's second semester of graduate studies, the student must select a professor or associate professor from the department to be the student's advisor and chair of the student's advisory committee. FORM [AAG-12]
- A student may have a co-advisor. Under certain circumstances, a student may have a second co-advisor who may be from outside of the department.
- The advisor chooses additional committee members according to the student's thesis topic while ensuring adherence of the committee to the requirements that follow. FORM [AAG-6]
- The committee must have an odd number of members, not less than three, with the advisor and any co-advisors not constituting a majority.
- Every committee member must be a professor or associate professor.
- At least one committee member must be from the department.
- At least one committee member must be from outside of the university. Retired faculty members are considered to be members of their former departments for this purpose.
- Decisions of the committee require a two-thirds majority.

If at any time a student's advisor is unable to continue acting as the student's advisor, the Department shall suggest a replacement for approval by the College Council and the Council of the Deanship of Graduate Studies. A student with convincing reason(s) has the right to apply in writing for a replacement advisor to the head of his/her department for approval by the Department Council. A student's advisor with convincing reason(s) has the right to apply in

writing to discontinue acting as the student's advisor to the head of his/her department for approval by the Department Council, but must continue service until a new advisor has been appointed. FORM [AAG-4] or FORM [AAG-7]

### 10.2.3 End of Semester Report

At the end of each semester, each student's advisor prepares a report detailing the student's progress. Based on this report, the Department Council may issue an academic warning to the student indicating that the student has demonstrated a lack of commitment towards the student's studies and other academic duties. If improvement is not evident after two warnings have been issued, the Department Council may recommend that the Council of the Deanship of Graduate Studies dismiss the student. The best way to avoid these consequences is for the student to maintain regular contact with the student's advisor and make diligent progress towards completing the thesis. It should be noted that the Department Council has the authority to dismiss any student failing to make sufficient progress towards a degree. FORM [AAG-11], FORM [AAG-13], FORM [AAG-15]

### 10.2.4 Thesis Registration

Each student works with the student's advisor to submit a title for the thesis. Once this thesis title has been approved, the student will receive approval from the Deanship of Graduate Studies to register for thesis credit hours.

### 10.2.5 Thesis Proposal

Each student works with the student's advisor and Advisory Committee to prepare the formal thesis proposal. The purpose of this proposal is to ensure that the thesis has firm direction and the best chance of successfully being defended. The student's written and oral presentation should convince the Advisory Committee that the thesis is valid and progressing.

### 10.2.6 Thesis Seminar

Before a student can defend the thesis to the Department Council, the student must present a seminar to the department detailing the thesis with emphases on purpose, usefulness, importance, method of implementation, and contributions as they relate to the existing body of research.

## 10.2.7 Thesis Defense

Once a student's Advisory Committee has determined that the thesis is ready to be defended, the student's advisor reports the completed thesis to the Department for review. The reviewed thesis is then sent by the College to the Council of the Deanship of Graduate Studies for approval of the defense. The student must then fill out the appropriate Thesis Defense Form, providing the title of the thesis in Arabic and English, the names of the members of the Advisory Committee, and the intended date of the defense, which must be at least two weeks from the date of submission. The student should submit the completed and approved thesis to the advisory committee at least two weeks before the intended date of the defense. FORM [AAG-17]

After a student has attempted to defend the thesis, the members of the advisory committee prepare and sign a report that is submitted to the Department Chairman within one week of the defense attempt containing one of these four recommendations:

- Award degree upon approval of the thesis by the Deanship of Graduate Studies
- Award degree upon approval of the thesis by the Deanship of Graduate Studies once minor modifications have been approved by a delegated member of the advisory committee within three months with any extension of this time requiring approval by the University Board
- Thesis needs major modifications and another defense attempt within a period of time not to exceed a year to be recommended by the Department Council and approved by the Council of the Deanship of Graduate studies
- Reject thesis

Each advisory committee member has the right to submit a separate report with the member's own comments to the Department Chairman and the Dean of Graduate Studies within two weeks of the defense attempt.

## 10.3 Master of Science Program Specific Requirements

### 10.3.1 Time Limits for Degree Completion

Each student must complete the degree in no fewer than four semesters and no more than eight semesters from the time the student first enrolls in graduate courses.

### 10.3.2 Degree Requirements by Department

In order to be conferred a Master of Science degree by the Department of Computer Science, a student must:

1. Complete 22 course credit hours

2. Complete 9 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Publish at least one journal paper
5. Present a thesis seminar
6. Successfully defend a thesis
7. Submit an approved thesis

In order to be conferred a Master of Science degree by the Department of Information Technology, a student must:

1. Complete 25 course credit hours
2. Complete 8 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Publish at least one journal paper
5. Present a thesis seminar
6. Successfully defend a thesis
7. Submit an approved thesis

In order to be conferred a Master of Science degree by the Department of Information Systems, a student must:

1. Complete 26 course credit hours
2. Complete 8 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Publish at least one journal paper
5. Present a thesis seminar
6. Successfully defend a thesis
7. Submit an approved thesis

## 10.4 Doctor of Philosophy Program Specific Requirements

### 10.4.1 Time Limits for Degree Completion

Each student must complete the degree in no fewer than six semesters and no more than ten semesters from the time the student first enrolls in graduate courses.

### 10.4.2 Comprehensive Examinations

Each student must pass comprehensive written and oral examinations after the completion of all required coursework before beginning the thesis. The Department Council establishes the courses required for examination and an examination committee consisting of an odd number of



members. The faculty reports examination results to the Deanship of Graduate Studies within two weeks.

#### Comprehensive Written Examination

Each student should take the written examination during the semester after the student has finished the required courses, but not more than three semesters from the student's first enrollment in graduate courses. A student can postpone taking the written examination for one semester with the approval of the Department Council. A passing score for the written examination is a 70%. If a student fails to pass the written examination, the student may be granted another chance to take the written examination during the next semester. If the student again fails to pass the written examination, the Department Council and College Dean will recommend dismissal of the student for approval by the Council of the Deanship of Graduate Studies.

#### Comprehensive Oral Examination

After passing the written examination, each student should attend an oral examination at a time decided upon by the examination committee, which shall be no later than the next semester. A passing score for the oral examination is a 70% from each member of the examination committee. If a student fails to pass the oral examination, the student may be granted another chance to take the oral examination no later than the next semester. If the student again fails to pass the oral examination, the Department Council and College Dean will recommend dismissal of the student for approval by the Council of the Deanship of Graduate Studies.

#### 10.4.3 Degree Requirements by Department

In order to be conferred a Doctoral of Philosophy degree by the Department of Computer Science, a student must:

1. Complete 18 course credit hours
2. Complete 20 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Pass comprehensive examinations
5. Publish at least two journal papers
6. Present a thesis seminar
7. Successfully defend a thesis
8. Submit an approved thesis

In order to be conferred a Doctoral of Philosophy degree by the Department of Information Technology, a student must:

1. Complete 18 course credit hours

2. Complete 21 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Pass comprehensive examinations
5. Publish at least two journal papers
6. Present a thesis seminar
7. Successfully defend a thesis
8. Submit an approved thesis

In order to be conferred a Doctoral of Philosophy degree by the Department of Information Systems, a student must:

1. Complete 18 course credit hours
2. Complete 21 thesis credit hours
3. Maintain a GPA of at least 3.75
4. Pass comprehensive examinations
5. Publish at least two journal papers
6. Present a thesis seminar
7. Successfully defend a thesis
8. Submit an approved thesis

Form Code	Form Title	اسم النموذج
AAG-1	Additional Attempt to Graduate	فرصة إضافية للتخرج
AAG-2	Approval of Thesis Concept and Advisor Assignment	إقرار موضوع الرسالة وتعيين مشرف
AAG-3	Changing Majors	تغيير تخصص الطالب
AAG-4	Changing Advisors	تعديل مشرف أو لجنة إشراف
AAG-5	Withdrawing from a Semester	حذف الفصل الدراسي (الاعتذار عن الدراسة)
AAG-6	Forming an Advisory Committee	تشكيل لجنة مناقشة
AAG-7	Modifying the Advisory Committee	تعديل لجنة مناقشة
AAG-8	Postponing Graduate Studies	تأجيل الدراسة
AAG-9	Postponing Admission	تأجيل القبول
AAG-10	Modifying Thesis Title	تعديل عنوان الرسالة العلمية
AAG-11	End of Semester Report	تقرير نهاية الفصل الدراسي
AAG-12	Advisor Selection	إختيار المشرف
AAG-13	Thesis Performance Evaluation	تقييم أداء الطالب في الرسالة
AAG-14	Reporting a Discrepancy	نموذج الإبلاغ عن تناقض
AAG-15	Student Commitment Promise	التزام وتعهد الطالب
AAG-16	Readmission	إعادة قيد
AAG-17	Thesis Submission to Department	تسليم الرسالة للقسم العلمي واجازتها للمناقشة