



المملكة العربية السعودية
Kingdom of Saudi Arabia

Policy for Quarterly Result Evaluation Submission

Mechanism for Providing Beneficiary Users of the Program with Evaluation Results:

- The approval of the University Vice Presidency for Academic Affairs and Scientific Research the link of the course evaluation questionnaire.
- Submitting to the Information Technology Department to release the student evaluation questionnaire for the course.
- Launching a student assessment questionnaire for the course.
- Providing the University Vice Presidency for Academic Affairs, Scientific Research and Quality Management with the results of the course evaluation questionnaire.
- Providing the faculties with the results of the questionnaires evaluating their students to perform the statistical analysis and accordingly building development plans in the light of the results.
- Design development plans for student assessment questionnaires for the course.

Quality Questionnaires: (Questionnaire of the satisfaction of students and the administrative and educational body about the services and environment of the university as well as the quality of the educational process

- Preparing the time plan for initiating the questionnaires.
- Escalating to Information Technology Department to initiate and launch the questionnaires.
- Follow-up colleges in their mechanism of work to raise satisfaction rates.

- **Preparing a detailed report for each semester of the survey results.**
- **Preparing a graphic report of the results of the questionnaires.**
- **Submit the report of the Vice Presidency for Academic Affairs and Scientific Research, which includes improvement points, to the Office of the Rector of the University.**