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# VISION AND MISSION

The continuing rapid development of Saudi Arabia and the growth of various new sectors of kingdom's economy call for a substantial number of graduates capable of leadership in diverse fields of business, engineering, information technology, culture, education, community development and public administration. New universities will be among the potential contributor to ensuring that the kingdom has the necessary manpower and foresight to rise to the challenges ahead.

Prince Mohammad Bin Fahd University (PMU) is a new private university located in Al-Khobar area in the eastern province of Saudi Arabia. The initiative to establish the University has been taken by a group of renowned individuals under the auspices of HRH Prince Mohammad Bin Fahd Bin Abdulaziz.

## University Vision

The vision of the founders is to ensure that the University is a unique and distinguished higher education institution that participates in:

- *Preparing future leaders in various fields of human knowledge and its application.*
- *Enriching the developing intelligence.*
- *Exploring innovative methodologies and technologies to achieve its objectives.*
- *Breaking the barrier between the academic and business society.*

## University Mission

The university mission is to achieve the following objectives:

- *Contribute to the advancement of human intelligence and promulgation and development of knowledge.*
- *Prepare specialized candidates in various fields of human knowledge through utilizing modern technologies in the education process.*
- *Transform the graduate to play a pioneering and leading role in the community enabling him or her to take responsibilities and contribute to solving problems through innovative thinking, collective work, reflection and self-development.*
- *Link academic programs and specializations with actual requirements of the surrounding work environment. This is undertaken by maintaining effective participation and cooperation between the University and the local business firms.*
- *Guide research activities to create solution for persistent problems in surrounding communities, through applied research and technical consultation. The importance of performing basic scientific research for enriching human intelligence should not be neglected.*
- *Provide community service through continuous training and education.*



# DEFINING CHARACTERISTICS

## Location and Organization

### Location

PMU is located on Half Moon Bay road in developing area near the coast at Al-Khobar. The University's location in the eastern province is particularly appropriate to serving the business, industrial and community needs of the KSA. The Dammam-Dhahran-Al-Khobar triangle has undergone a dramatic transformation in recent years, developing into a booming industrial region with commercial centers in Al-Khobar and Dammam. The PMU location is just 100km away from the Jubail Industrial City, one of the new industrial cities recently built in the Kingdom.

### Facilities

The university campus has been designed with care to provide facilities for a full range of academic and student services in a manner that recognizes and maintains the cultural and religious values of the Kingdom. In translating the PMU vision and mission into physical reality, the university's architects have successfully created a university with a distinct and outstanding architectural image. The university design includes buildings that are shaped and located to create pleasant and inviting spaces. Plazas and covered walkways facilitate student's movement throughout the university. The entire concept is built to the desire to facilitate, encourage, and celebrate the university's interactive learning environment.

The campus is symmetrically divided to provide facilities for male and female students. The male campus houses academic facilities for male instruction in the College of Engineering, the College of Business Administration, the College of Computer Engineering and Science, and the College of Arts and Sciences. It also houses facilities for male instruction in the preparatory Program and PMU Core Curriculum.

The university administration building is located on the male portion of the campus.

The female campus houses academic facilities for female instruction in the College of Business Administration, the College of Computer Engineering and Science, College of Arts and Sciences, and the department on Interior Design. It also houses facilities for female instruction in the Preparatory Program and the Core Curriculum.

At the campus center male and female students have access through separate entrances to food service at the university cafeteria. They also have access through separate entrances to information available at the PMU Learning Resource Center (LRC). Inside the LRC building each gender has its own lobby, stacks circulating/reference desk, and study areas.

The LRC provides an attractive central space that is conducive to reading, reflection, study, group and individual learning activities. When the university at full operation, the LRC will accommodate a book collection of approximately 75,000 volumes. The LRC also provides learning enrichment services in mathematics, reading, writing, and study skills to ensure students' success of the PMU's learning-centered approach to education.

The main academic campus also contains athletic facilities. At a future date, student housing will be constructed nearby the University.



## Students

### Source of Students

PMU admits students according to the Saudi Arabian governing rules and regulation of higher education without regard to nationality, geographical origin, or religion. Admission is only granted to students who can meet the competitive admission standards. Most students are secondary school graduates from the KSA studying for the university degree. Others include:

- *Saudi students in other countries who wish to complete their university studies in the eastern province in the Kingdom.*
- *Employed person with high school certificates who wish to pursue further university studies.*
- *University graduates studying in selected masters degree programs.*
- *Individuals in the business community who wish to sharpen their competencies in specialized areas.*
- *Dependents of Expatriates who satisfy admission requirements or international students with equivalent high school certificates.*
- *Associate degree holder who wish to pursue university studies.*
- *Transfer Students.*

### Student Genders

PMU admits both male and female students; however the campus is divided into areas that maintain gender separation.

### Admission Standards

PMU maintain highly competitive admission standards as measured by an admission examination and an interview.

### Residential Students

The initial classes of students commute to PMU from surrounding communities. In future years it is expected that the student body will consist of approximately 70% commuting students and 30% of students living in student accommodations provided on a land a short distance from the main campus.

# THE ENTIRE CAMPUS IS HANDICAP ACCESSIBLE



## Learning Distinctions

PMU prepare high quality graduates from employment in high demand fields in the Eastern Province. The University aims at educating the “whole” person; it recognizes that success in the world depends not only on knowledge of specific academic discipline, but also on a broader set of skills and abilities.

### Graduate Competency Profile

PMU graduates are known by their distinctive competencies. The university has designed six core areas intended to ensure that PMU students possess knowledge and abilities to be successful in their chosen fields and to contribute to the development of their community and the Kingdom. The six PMU core competencies are:

- *Communication: the ability to communicate effectively in both English and Arabic in professional and social situations.*
- *Technological Competence: the ability to use modern technologies to acquire information, communicate, solve problems, and produce intended results.*
- *Critical Thinking and Problem Solving: the ability to reason logically and creatively to make informed and responsible decisions and achieve intended goals.*
- *Professional Competence: the ability to perform professional responsibilities effectively in both local and international contexts.*
- *Teamwork: the ability to work effectively with others to accomplish tasks and achieve group goals.*
- *Leadership: the ability to informed, effective, and responsible leaders in family, community, and the Kingdom.*

## Information Technology Infrastructure

A distinctive characteristic of PMU is its emphasis on the utilization of information technology resources throughout the institution, in all academic programs and courses, and in the management of PMU.

### IT Vision

PMU is renowned for the pervasive, ubiquitous use of state-of-the-art information technologies that enable its learning-centered environment. The university is synonymous with and identified as the leading IT-based institution in the international region.

This IT vision is supported by the underlying values and principles:

- *To serve the mission of the university.*
- *To preserve Saudi values.*
- *To help protect intellectual property.*
- *To be convenient, high-quality, and user-friendly.*

The ultimate goal of this technology vision is to make it possible for PMU to create a learning-centered environment. The infusion of technology into the university environment enable students to obtain the information they need, when and where they need it, so they can effectively pursue their goals of academic excellence and professional competencies.

Though central to distinguishing the university from other institutions in the Kingdom, Technology at the PMU never ends unto itself. Technology is a tool that assists students in building their professional competencies, abilities in critical thinking, skills in problem solving, and dedication to leadership and teamwork.



## IT Mission

In order to achieve its vision of a technology-enabled, learning-centered environment, PMU developed a set of core technology competencies and areas of expertise.

- *Infuse information and educational technologies into all curricula and learning program.*
- *Ensure that the university administration utilizes as integrated management information system.*
- *Incorporate IT into the facility design.*
- *Focus IT services on employing contemporary technologies that keep up with the world's changing technology environment.*

Using technology, PMU is able to tailor instruction and focus the development of competencies to each student's needs and abilities. The university provides skills and knowledge that foster independent learning during the university years and build permanent ethics of learning. Technology enables faculty to enhance their own abilities, create richer learning experiences by bringing more resources into the classroom, and give students personal skills and capabilities as well as academic content. Finally, measures what students already have achieved, but helps direct them to the capabilities they need to develop in the future.

## IT Goals

PMU directs its efforts toward a number of targeted goals, each of which brings the university closer to achieving its mission and realizing its vision.

- *Respect and advance Saudi cultural values in a changing learning environment.*
- *Provide students with the superior technology infrastructure that equips them with the technology skills to function in the current and emerging working environments.*
- *Provide faculty with the superior technology infrastructure that enables them to excel in the delivery of effective instruction.*
- *Provide administrators with a cost effective, flexible, reliable, and secure IT environment that meets the business need of the university.*
- *Provide technology tools to facilitate effective student support services.*
- *Provide an IT governance structure that includes university faculty, students, and staff as well as industry in a collaborative environment.*



## Faculty Characteristics

### General Requirement of Faculty

PMU faculty members understand, believe in, and implement methodologies, techniques, and classroom management styles that are skills-based, student-centered, communicative and interactive. All faculty members actively participate in intensive teacher training before they begin their teaching duties.

### English Language Skills

Faculty members are proficient in the English language. They are either native English speakers or have achieved native-level proficiency.

### Alignment to PMU Values

PMU has established defining institutional characteristic that have a significant impact on the nature of the university, its degree programs as well as its faculty. Those characteristics include:

- *A student-centered approach to education and instruction including utilization, engagement, feedback and repetition.*
- *A willingness to undertake professional development activities necessary to learn how to implement a student-centered, communicative classroom environment.*
- *A personal and professional commitment to lifelong learning.*
- *Sensitivity to Arab cultural and Islamic religious practices and expectations.*

### Work Experience

Faculty members are experienced in their disciplines. Experiences cover teaching and consulting.

### Student-Centered Approach

Faculty members undertake professional development activities necessary to emphasize student-centered cooperative and collaborative methodologies.

## Academic Overview

### Academic Program Structure

The structure of PMU academic programs follows the North American model that utilizes the credit hour system, an intensive bridge program to prepare entering students for university study, a common academic core curriculum that forms a common basis for all degree programs, and individual degree majors that provide the academic specialization and the name of the degree awarded.

### Language of Instruction

English is the Language of Instruction in all degree program and courses except those devoted to the study of the Arabic Language and Islamic Studies.

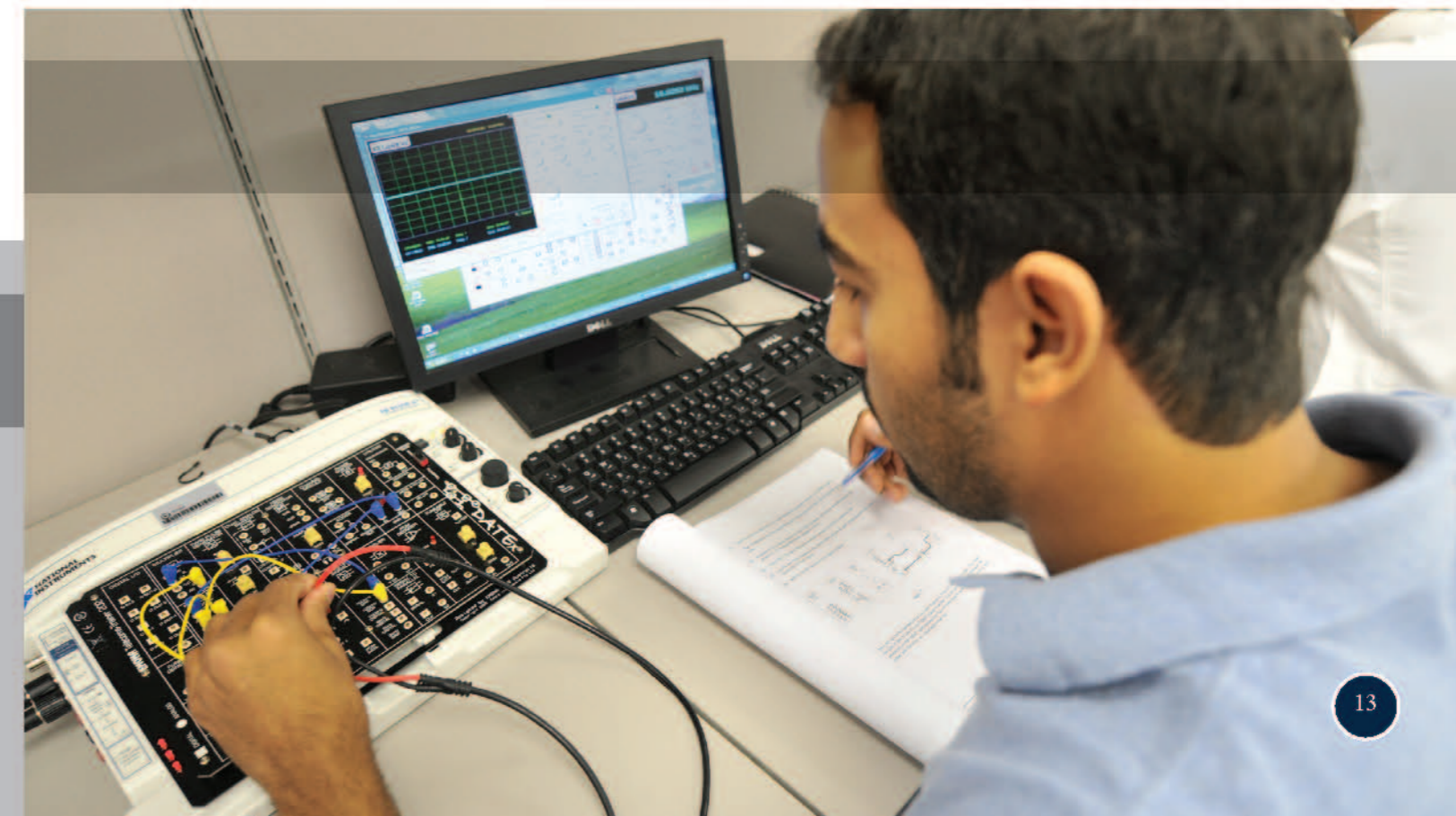
### Learning Modes

Consistent with the commitment to developing student learning outcomes and competencies, PMU emphasizes “student oriented” teaching and learning methodologies throughout all academic programs. Courses utilize independent learning tasks, group and team based projects, and capstone projects, among other techniques. Information technology based resources and methods are an important part of the learning process.

### Student to Faculty Ratio

PMU is characterized by a learner-centered rather than a teacher-centered approach to education. The overall student to faculty ration is about 18/1. Class sizes vary with programs and courses.

The average numbers of students per class are as follows:



# COLLEGES AND ACADEMIC PROGRAM

Core Curriculum		Preparatory Program	
UNIV, ASSE, COMM, MATH	30	EFL	18
Natural Science	24 lecture, 20 lab	Math	25
Social Sciences	30 lecture	Learning Skills	25

Interior Design		Engineering		Computer Engineering & Science	
Studios	18	Lecture	25	Lecture	20
Lectures	25	Lab	20	Lab	16

Business	
Lecture	30
Lab	16
Executive MBA	20

Certain introductory course in all programs may be taught via large lectures or a combination of large and smaller sections.

## Preparatory Program

In order to meet the high admissions standards for the degree programs, PMU offers a non-credit program of study for students who need additional preparation in the English language, Mathematic, and study skills. The decision on whether or not a student should complete the preparatory program depends on the results of placement tests administered by the faculty.

### Purpose

The preparatory program of Prince Mohammad Bin Fahd University is a comprehensive academic preparatory program, comprised and sequenced classes in English as a Foreign Language (EFL), Mathematics, and Study Skills and Learning Strategies. The program carries no academic credit, yet it is fundamental to the nature of PMU. In this intensive program of study, students receive a solid academic grounding – especially in English – that enables them to succeed in the intellectually rigorous atmosphere that PMU created in its degree program. More importantly, it is during this program that the foundation is laid among students for the distinguishing set of core competencies that all PMU graduates are expected to exhibit.

### Vision

The preparatory program of PMU strives to be a unique, prominent post-secondary academic preparatory program, preparing university students who assume responsibility for their own successful learning. The preparatory program provides identical programs for male and female students. It strives to prepare academically capable secondary graduates to participate in university studies using the essential principles as both a means of discovery and as a tool for increased understanding in academic and personal contexts. PMU graduates recognize these principles as broad, extra academic and life-enhancing abilities.

### Mission

The mission of the preparatory program is to equip high-quality male and female high school graduates with the academic and personal skills necessary to succeed in a university based on the principles of personal responsibility and accountability; pervasive analytical/critical thought; attainment of communicative, technological, and professional competence; and strength in both teamwork and leadership. The mission is to produce a uniquely positive addition to the culture of the Eastern Province, the Kingdom of Saudi Arabia, and the world.



## Sequence Courses

The Preparatory program classes build upon another in sequence. Students must internalize the subject matter, skills, strategies, and analytical attitudes of lower level classes before they can successfully participate in and benefit from higher level classes.

## Program Goals

- *English as a Foreign Language (EFL) – to prepare students for success in the English-medium environment of PMU by developing strong English-language skills in academic reading, writing, speaking and listening.*
- *Mathematics – to enhance students' understanding of mathematics in the English language as well as to prepare them of college-level mathematics.*
- *Study Skills and Learning Strategies – to develop self-directed, self-motivated, analytical students who employ a variety of effective learning skills and strategies in all their academic courses and who are committed to the learning process.*

## Academic Core Curriculum

All degree programs include a core of academic subjects in the areas of English Communication, mathematics, laboratory science, behavioral science and social studies, and defined PMU competencies. Core courses are available to meet the specific needs of individual degree programs.

The Undergraduate Core Curriculum consists of three components:

- *The assessment Capstone Series – three courses required of all PMU students. The first two courses are developmental building blocks designed to increase the success of the third and final capstone courses taken during the students' senior year. The assessment Capstone Series will measure the student's success in achieving the six learning outcomes.*
- *The University Core Curriculum – additional courses required of all PMU students. Four courses in written, oral and professional communication, as well as three other courses in designed competencies that develop six learning outcomes that distinguish PMU graduates. The University Core Curriculum also includes required courses in Arabic Language, Islamic Studies and Physical Education.*
- *The College Core Curriculum – academic subjects which PMU students are required to master. Each college of the university determines the specific College Core courses that are required of its students, however, are required to successfully complete courses each of three College Core fields: natural and physical sciences, mathematics, and social and behavioral sciences.*





## Undergraduate Degree Programs

The academic degree programs offered to male and female students by PMU are organized into colleges as follows:

### COLLEGE OF ENGINEERING

#### Overview

While students completing engineering degrees at PMU could certainly continue on to graduate studies, the main emphasis in the engineering programs is on the preparation of graduates for employment.

The College of Engineering accepts successful male students from PMU's Preparation Year Program or other qualified male students into degree programs in engineering.

Within the College of Engineering, PMU's Department of Interior Design provides knowledge and appropriate training for women to be creative and innovative designers.

#### Vision

The College of Engineering at the PMU will offer a unique and distinguished education that.

- *Prepares future leaders in the engineering disciplines of Civil, Electrical, Mechanical Engineering and Interior Design.*
- *Enriches and develops engineering science and design.*
- *Explores innovative methodologies and technologies to achieve its objectives.*
- *Develops a strong relationship between the College of Engineering and the business community in the Eastern Province of the KSA.*

#### Mission

- *Preparing engineers in the field of electrical, mechanical, and civil engineering through the utilization of modern technologies in the education process.*
- *Transforming students into professionals who will play a pioneering and leading role in the community.*
- *Linking academic programs with actual requirements of the surrounding work environment.*
- *Guiding engineering research activities to create solutions that address persistent problems and new opportunities in the surrounding community, through applied research and technical consultation.*
- *Providing community service through continuous training and education in the disciplines of engineering.*

#### Degree Offered

The College of Engineering offers the following degree programs:

- *B.S. in Electrical Engineering ..... Male*
- *B.S. in Mechanical Engineering ..... Male*
- *B.S. in Civil Engineering ..... Male*
- *B.S. in Interior Design ..... Female*

## COLLEGE OF COMPUTER ENGINEERING AND SCIENCE

### Overview

The College of Computer Engineering & Science provides the structure and organization for male and female students to successfully pursue degree program in Information Technology, Computer Science, and Computer Engineering at the undergraduate level.

### Vision

The College of Computer Engineering & Science provides a unique and distinguished academic unit that participates in:

- *Preparing future Information Technology, Computer Engineering and Science professionals and leaders who can support the emergence of Saudi Arabia as a global IT resource.*
- *Enriching and developing Information Technology intellectual resources.*
- *Exploring innovative instructional methodologies and technologies to provide quality preparation of information technology professionals.*
- *Establishing communication and the exchange of ideas between the academic and business communities*

### Mission

The College of Computer Engineering & Science will achieve the following objectives:

- *Contribute to advancement of human intelligence and to the promulgation and development of knowledge and understanding in the Information Technology domain.*
- *Prepare professionals in Information Technology and Computer Science and Engineering, through the utilization of innovative educational processes, in a modern technological environment.*
- *Transform the graduates to play a pioneering and leading role in the community, enabling him or her to take responsibilities and contribute to solving problems through innovative thinking, collective work, reflection, and self-development.*
- *Link academic programs and specializations with actual requirements of the surrounding work environment. This will be achieved by maintaining effective partnerships between the university and local business and industry.*
- *Guide research activities to create solutions for persistent problems in surrounding communities through applied research and technical consultation.*
- *Provide community service through continuous training and education.*

### Degree Offered

The College of Computer Engineering & Science offer the following degree programs:

- *B.S in Information Technology ..... Male & Female*
- *B.S.in Computer Science ..... Male & Female*
- *B.S. in Computer Engineering ..... Male & Female*



## COLLEGE OF BUSINESS ADMINISTRATION

### Overview

The College of Business Administration provides the structure and organization for male and female students to successfully pursue degree programs in accounting, finance, business administration, and management information systems, (MIS) and human resources management at the undergraduate level.

PMU's Executive Master of Business Administration (MBA) programs is designed for working professionals who have significant work experience after the undergraduate degree and have advanced to a point in their careers where an understanding of business concepts is essential to job performance and career advancement.

### Vision

The College of Business Administration will provide a unique and distinguished academic unit that:

- Prepares future accounting, business administration, finance, human resources management and MIS professionals.
- Enriches and develops business intellectual resources.
- Explores innovative instructional methodologies and technologies to provide the highest quality, most effective preparation of business professionals.
- Establishing communication and the exchange of ideas between academic and business society.

### Mission

Consistent with the PMU mission, the mission of the College of Business Administration will be to provide an environment conducive to the development of future leaders of Saudi Arabia who have a well rounded business education and a sound understanding of business functions and tools of analysis, built on a broad general education. Teaching and the associated learning will be the highest priority followed by applied research and service to the local community. The college will promote a high code of ethics in all its activities and teachings. It will work closely with the business community to provide the graduates with a blend of theory and applications that will be a unique and differentiating feature. Specialized areas will provide more in-depth knowledge for the graduates to effectively complete in the global and constantly changing business environment and to be prepared to serve as effective managers.

The College of Business Administration will achieve the following objectives:

- Contribute to advancement of human intelligence and to the promulgation and development of knowledge and understanding in the business domain.
- Prepare professionals in accounting, finance, business administration, human resource management and MIS, through the utilization of innovative educational processes, in a modern, global and technological business environment.
- Transform the graduate to play a pioneering and leading role in the community, enabling him or her to take responsibilities and contribute to solving problems through innovative thinking, collective work, reflection, and self-development.
- Link academic programs and specializations with actual requirements of the surrounding work environment. This will be achieved by maintaining effective participation and cooperation between the university and local business firms.

- Guide research activities to create solutions for persistent problems in surrounding communities, through applied research and technical consultation.
- Provide community service through continuous training and education.

### Degree Offered

The College of Business Administration offers four undergraduate degree programs:

- *B.S. in Accounting* ..... *Male & Female*
- *B.S. in Business Administration* ..... *Male & Female*
- *B.S. in Finance* ..... *Male & Female*
- *B.S. in Management Information Systems* ..... *Male & Female*
- *B.S. in Human Resources Management* ..... *Male & Female*
- *Executive Master in Business Administration* ..... *Male & Female*



## COLLEGE OF ARTS AND SCIENCES

### Overview

The College of Arts and Sciences is the fourth College to be established at PMU to offer degree program at the graduate and undergraduate levels in the broad fields of Arts and Sciences.

Currently, the College offers an undergraduate degree program in law, which is built as a distinguished program to graduate legal professionals and practitioners.

The college also offers one graduate degree program in the field of education and human development with seven concentrations, TESOL, Instructional Technology, Teacher Education, Curriculum and Instruction, Special Education, Human Resources Development, and Education Leadership.

In addition, currently the College of Arts and Sciences provides overall supervision for delivering the Preparatory Program and Core Curriculum.

### Vision

The College of Arts and Sciences will provide a unique and distinguished education that:

- *Prepares future professional in the fields of human development, experimental learning and leadership, humanities, arts, sciences, legal studies, emerging technologies, communication and education.*
- *Enriched and develops arts and sciences intellectual resources.*
- *Explores innovative instructional methodologies and technologies to provide the highest quality most effective preparation of professionals in the fields of arts and sciences.*
- *Established communication and exchange of ideas between the academic and business community.*

### Mission

The College of Arts and Sciences will achieve a wide range of objectives including:

- *Contribute to the advancement of human intelligence and the promulgation and development of knowledge and understanding in the Arts and Sciences domain.*
- *Utilization of modern instructional technologies in the education process.*
- *Transform the graduate to play a pioneering and leading role in the community.*
- *Link academic programs with the actual requirement of the surrounding work environment.*
- *Guide research activities to create solution for persistent problems in surrounding communities through applied research and consultations.*
- *Provide community service through continuous training and education.*

### Degree Offered:

The College of Arts and Sciences offers the following undergraduate and graduate degree programs:

- *B.A. in Law ..... Male & Female*
- *M.S. in Education and Human Development ..... Male & Female*



## Deanship of Quality & Accreditation

Is the university leading unit that provides planning and execution of PMU's strategic plans for achieving academic and institutional accreditation. The Deanship provides service to all academics and administrative units within PMU to achieve accreditation from national and international accreditation agencies. The Deanship leads training programs for our faculty and staff in the areas of accreditation standard and requirements. As a strategic within PMU, the deanship provides resources to faculty and staff to align the objectives and outcomes with quality assurance criteria.

The Deanship is the focal point of PMU quality improvement activities. It houses all instruments that are employed by all PMU units to achieve academic and institutional quality standards. Whether you are a faculty, a staff or a visitor, PMU Deanship of Quality & Accreditation is a good starting point if your seeking further information on quality within.

## Deanship of Graduate studies and Research

Since its early beginnings, Prince Mohammad Bin Fahd University, has given priority to research both Scientific and Applied. In 2006, PMU established the Center for Research Development & Continuing Education for the purpose of supporting the acquisition of external resources for the support of research and service activities, and for the delivery of instructional services to clients and learners' off-campus by any means appropriate to the client. Research has been extremely important in maintaining a creative environment for faculty, staff, and students. As PMU Advance in its Research capabilities and facilities, and recruited faculty with strong research and service activities, the need for a separate Deanship arose. In 2010, the center was transformed into the Deanship of Graduates Studies and Research.

The Deanship role, Mission and Vision fulfill PMU's mission in developing and supporting the Graduate programs, research and innovation.

### Vision

To be an innovative international leader in providing research and higher education opportunities that break the barrier between academics and society.

### Mission

The Deanship of Graduate Studies and Research in cooperation with Academic Colleges will develop educational programs and conduct research base on assesment of the student and societal needs. The Deanship will:

- Advance intelligence and develop knowledge through research and special learning programs.
- Link research and learning to the needs of the community.
- Form close partnerships with internal and external constituents to advance and market all university programs.

## Research and Education Goals and Objectives

The Deanship will be an institutional leader in the development and delivery of flexible programs and services. It will focus on building public and institutional awareness and support for research. A strong external executive advisory committee will oversee the structure for the deanship and foster internal/external partnerships building opportunities in research. Programs will be developed that are consistent with the missions strategic plans of the individual colleges and departments within the university.

### Research

Under the Deanship, research is divided into two main tracks:

#### 1. Scientific Research

Scientific Research encompasses research that is of particular interest to the faculty with in the various colleges of the university. It is intended to help the development and enhancement of the colleges' educational and training missions. It also is intended to promote faculty professional and academic development, maintain current the understanding of the respective academic areas and expertise, and help in the enhancement of academic excellence for teaching and other professional duties.

Over time, various centers for scientific research are expected to evolve as funding and opportunities develop through the specific research activities of the faculty. Initially, much of this research is carried out as part of Applied Research activities, utilizing equipment and facilities of the academic laboratories.

#### 2. Applied Research

Applied Research initially includes three centers: the community Design Resource Center, the Information Technology Resource Center, and a General Research Center. Each of the applied research centers focuses on providing research and technology services in the areas of expertise to the community. Specific, problems solving would be identified for industry and regional business with the following general characteristic:

- Short-term problem solving of roughly one-to-six months (or shorter, depending on the specific problem or task)
- Projects, where possible, would have an education and training component for students as part of the research or service process. This could be accomplished as:
  1. Part of a senior or "capstone" project.
  2. Internship for upper class students.
  3. Paid employment or work-study for students.

### Endowments:

Currently PMU has five endowments which are the following

- Prince Salman Bin Abdulaziz Endowed Chair for Information Security.
- Prince Sultan Bin Abdulaziz Endowed Chair for Energy and Environmental Studies
- Prince Nayef Bin Abdulaziz Endowed Chair for Youth Development
- Saudi Aramco Endowed Chair for Technology and Information Management
- Saudi Aramco Endowed Chair for Global Supply Chain Management

## Continuing Education

Continuing Education is divided into three sections:

- *The English Language Institute*
- *The e-Learning Center*
- *The Continuing Education Center*

### The English Language Institute

The ELI envisions the following catalog of courses that deliver the skills and training needed in the following four programs:

- *General English Communication*
- *Professional English Communication for Business*
- *English Teacher Training*
- *English Teacher Certification*

### The e-Learning Center

The e-Learning Center provides PMU with the opportunity to offer online courses and to expand resources for faculty development and delivery of courses. The e-Learning Center offer a variety of online courses contracted from a variety of vendors.

### The Continuing Education Center

The Continuing Education Center offers a variety of professional education and personal development courses open to the general public. The center coordinates all of the courses not falling under the programs of ELI and the e-Learning Center.



# ADMISSION CRITERIA AND PROCESSES

## Admission to the Preparatory Program

### Required High School Preparation

Students enrolling in PMU must be graduates of Kingdom of Saudi Arabia secondary school, with an earned General Secondary Education Certificate, or they must have received equivalent secondary school preparation in another educational system.

### Admission Criteria and Procedures

Admission into the Preparatory Program requires:

- *Application form and fee: A completed application form accompanied by a prescribed application fee determined by the administration.*
- *Secondary school Grades: A satisfactory overall grade average on the General Secondary Education Certificate.*
- *General Aptitude and Abilities Test Scores: A satisfactory total score on the General Aptitude and Abilities Test given by the Ministry of Higher Education.*
- *Personal interview.*
- *PMU Standard Battery Test.*

## Admission to Degree Studies

Students may be admitted into degree studies at PMU via a number of means. These are, successful completions of the Preparatory Program, direct entry from secondary school, or transfer from other post-secondary programs.

### 1 - Admission from the Preparatory Program

#### Criteria and Procedure

In order to move from the Preparatory program to degree studies at one of the PMU colleges, students must meet the following criteria:

- *Preparatory Program Certificate of Completion: Successful completion of the PMU Preparatory Program (English writing and communication, mathematics, and study skills).*
- *PMU Placement Test Result: For students seeking admission to advanced courses required by certain majors, demonstration of subject matter proficiency on placement exams in math, physics, and chemistry.*
- *Interview: An interview in English with a PMU faculty representative from the degree program to which the student is applying.*
- *Essay: An essay in English directed to both the PMU English writing and communications faculty and the faculty of the degree program to which the student is applying.*

### Required Courses in the Preparatory Program

The PMU Preparatory Program concentrates on English language, mathematics, and study skills and learning strategies. English language, study skills, and the first semester math course, PRPM 0011: Introductory Algebra, are required of all students. However, during the second semester of mathematics, students have a choice of two tracks, depending on their desired major at the university. The various colleges and majors require the following second semester mathematics course:

- *College of Engineering: PRPM 0022: Pre-Calculus*
- *Department of Interior Design: PRPM 0012: Intermediate Algebra*
- *College of Business Administration : PRPM 0012 : Intermediate Algebra*
- *College of Computer Engineering and Science:*
  - » *Department of Computer Engineering and Science: PRPM0022 : Precalculus*
  - » *Department of Information Technology: - PRPM 0012 : - Intermediate Algebra*
- *College of Arts and Sciences:*
  - » *Department of Law: PRPM0012: Intermediate Algebra*

### 2 - Direct Admission from High School

#### Criteria and Procedures

Some students, particularly those from other countries or from international schools in the Kingdom where the medium of instruction is English, may seek to bypass the Preparatory Program and be placed directly into degree studies. The student's eligibility for admission directly into degree studies is based on performance on standardized placement examinations given after admission to the Preparatory Program. The application procedure for these students is as follows:

The student initially follows the same procedures as applicants for the Preparatory program:

- *Application Form: A completed application form accompanied by a prescribed nominal application fee determined by the administration.*
- *Secondary school grades: A satisfactory overall grade average on the General Secondary Education certificate.*
- *General Aptitude and abilities Test Score: A satisfactory total score on this standardized examination.*

Those admitted advance to the next phase of the process. In the late spring, the following occurs:

- *Standardized Exam: Applications seeking direct entry must have achieved an IELTS overall score of 5, with minimum score of 4.5 in writing, or 500 in TOEFL.*
- *Additional Testing: As further measure of their abilities, application may be required to sit for and score a grade of 70% on the final exams given to Preparatory Program students in the highest level English and Math courses (PRPW 0061, PRPC 0061 and PRPM 0022). This requirement is at the discretion of the PMU admission committee.*
- *College Requirements: For admission to one of PMU colleges, students must complete the steps required of graduates of the Preparatory program.*
- *PMU Placement Tests: (SAT II subject area tests in Math, Chemistry, and Physics may be substituted)*
- *Interview*
- *Essay*

- *Assessment of Learning Skills and Maturity: During the interview, the admission committee and faculty seek to determine whether or not the applicant has attained sufficient learning skills and maturity to succeed in university-level work at PMU. Those student who meet all other entrance requirements, but who lack these skills are required to sit for the second semester of the Preparatory Program, Particularly the English Language courses, PRPW 0051, PRPW 0061, PRPC 0051 and PRPC 0061, which emphasize research, report writing and similar advanced, university-level capabilities.*

Alternatively, for students who need work for study skills or who achieve IELTS scores that are nearly sufficient to bypass the Preparatory Program, PMU may choose to institute an 8-weeks summer session of study skills and English courses that enables students to move into degree studies in the fall semester.

### 3 - Admission from other Colleges and Universities

#### Criteria and Procedures

Students already attending post-secondary institutions who feel qualified to begin their degree program at PMU immediately may apply by submitting the following materials:

- *Transfer Application for Admission: A completed transfer application form accompanied by a prescribed application fee.*
- *Secondary School Grades: A satisfactory overall grade average on the General Secondary Education Certificate.*
- *Official transcript from Post-Secondary Institutions Attended: The minimum grade point average allowed will be a cumulative 2.0 (C) on a 4.0 grade scale.*
- *IELTS or TOEFL Exam: Applicants seeking to transfer to PMU must have achieved a satisfactory score on IELTS or TOEFL or an equivalent standardized test that assesses speaking, listening, reading, and writing in English. An overall IELTS score of 5.0 with a minimum score of 4.5 in writing or 500 in TOEFL.*

#### Placement in an Undergraduate Program

Admission to degree programs at PMU is determined by a number of factors, including the student's grade point average in Preparatory Program Courses, the interview, the essay, and PMU designed and administered placement tests. These measures are combined to determine ultimate placement in the degree programs. Where demand exceeds the number of places available in specific majors, unsuccessful applicants may elect another degree program in order to continue at PMU.

## Admission to Graduate Studies

### Admission to the Executive MBA Program

#### Educational Background

A prior degree comparable to a Saudi Bachelor's Degree is required. However the university admits students with a variety of undergraduate degrees.

#### Work Experience

Successful candidate should have at least 5 years of professional work experience.

Scores on standardized Tests

- *English Language*
- *GMAT*

#### Supporting Documentation

- *Letter of Organizational Sponsorship*
- *Letter of Reference*
- *Personal Interview*



# LEARNING OUTCOMES AND COMPETENCIES

The six designated PMU learning outcomes address what PMU graduates need to know, and what they must be able to do, in order to be successful in their chosen fields and to contribute to the development of their community and the Kingdom. The six PMU learning outcomes are:

- Communication: the ability to communicate effectively in both English and Arabic in professional and social situations.
- Technological Competence: the ability to use modern technologies to acquire information, communicate, solve problems, and produce intended results.
- Critical Thinking and Problem: the ability to reason logically and creatively to make informed and responsible decisions and achieve intended goals.
- Professional Competence: the ability to perform professional responsibilities effectively in both local and international contexts.
- Teamwork: the ability to work effectively with others to accomplish tasks and achieve group goals.
- Leadership: the ability to inform, effective, and responsible leaders in the family, the community and the Kingdom.

## The Learning Outcome Process

The intellectual abilities and skills associated with the university's prescribed learning outcomes are developed over a period of time across all aspects of the university – the Assessment Capstone Series, University Core Curriculum, College Core Curriculum, and Academic majors in the university's three colleges.

Learning outcomes and their assessment at PMU are guided by the following principles:

- *Utilization: Learning techniques and assessments are used frequently.*
- *Engagement: Learning is an active process.*
- *Feedback: Learning incorporates a method of evaluation that effectively communicates techniques for improvement to students.*
- *Repetition: Learning instills PMU values and learning outcomes through regular repeated functions.*

The level of performance expected is communicated through formal and informal feedback throughout the students' university careers. Emphasis is placed on reinforcing students' strengths and motivating them toward greater achievements.

## Admission to the Master of Science in Education and Human Development

Admission criteria for the of Master of Science in Education and Human Development

### Educational Background

A Bachelors degree from a Saudi University or Equivalent with a Minimum GPA of 2.75 out of 4.

- *Score on Standardized Test*

A score of 550 in TOEFL or equivalent score in other English Standardized test.

### Supporting Documents

- » *Statement of Purpose*
- » *Reference Letters*
- » *Personal Interview*
- » *PMU Graduate Admission Essay Exam*



# UNIVERSITY SERVICES

## The Learning Resources Center

The LRC occupies an attractive central space on campus. The environment is conducive to reflection, study, and group and individual learning activities. The LRC building is divided, with one side for males and one side for females, with appropriate staff to provide professional services to all students and faculty.

This facility and its programs provides place, professional staff and services, as well as tools for knowledge to complement the instruction in professional skills, theoretical structures, and methodologies that students learn through the University's academic disciplines. The staff of the LRC collaborate closely with academic faculty to ensure that the needs of both students and teachers are addressed.

The LRC offer services in ways that provide concrete models of the PMU defining core competencies of communication, technological competence, critical thinking and problem solving, professional competence, teamwork and leadership. At the same time, staff ensure that students have the resources and services they need to develop independent mastery of these core competencies.

The two major service programs offered by the LRC are Library Services and Learning Services (which include Learning Enrichment Services and Academic Advising Services).

## LRC Vision

It is the vision of Learning Resources Center (LRC) to function as a nexus a physical, logical, and symbolic means of linking the resources and services that support instruction, independent learning and professional and personal development throughout the academic community.

This vision is supported by underlying values and principles:

- *The LRC is a service component whose design and operations are driven by the mission of the university and the needs of students, the faculty, and the instructional programs.*
- *The LRC serves as a model of the competencies the students are expected to acquire through their education at PMU.*
- *Service and resources of LRC are designed and operated in collaboration with academic programs and other centers and services.*
- *The LRC function efficiently and cost effectively.*
- *The LRC offers a comfortable and aesthetically pleasing environment conducive to learning in a variety of modes.*

## LRC Mission

In order to achieve its vision to serve as a center of service and resources that support the PMU's distinctive learning- centered approach to education, the LRC pursues a mission that supports the broad mission of the university. It is the mission of the LRC to:

- *Provide information services and resources that are carefully chosen to support the university's mission of instruction research and community service.*



- Collaborate with the faculty to help students develop the distinctive PMU competencies.
- Provide a curriculum of courses and programs that support information literacy, ( as defined in goal 3, Information Literacy, of this report ) among students, faculty and staff.
- Provides a physical and academic center where learning and professional development come together

Key features of the LRC's library service are:

- Centralized facilities, resources, and professional staff available to both male and female students.
- Adherence to published professional standards for librarianship.
- Emphasis on electronic knowledge resources.
- An information literacy program to ensure that students master skills necessary to use resources most effectively.
- Reference and other services delivered in both face-to-face and online modes.
- A collection of materials in print and other formats selected according to academic needs.
- Participate in international networks to minimize access to knowledge resources.
- Close collaboration with academic units in selection of materials and design of services.

Key features of the LRC's Learning services are:

- Academic support services for both males and females.
- Collaboration among professional staff, faculty, and students to deliver tutoring and other academic support services.
- Professional advising and faculty-based advising to help guide students through their academic careers and career choices.
- A co-curriculum or non-credit classes that focus on mastery of learning skills.
- Specialized support centers in mathematics, reading, and writing.
- Peer tutoring to build learning skills, leadership skills, and teamwork.
- A proactive diagnostic program to identify students' needs for developing learning skills and to propose appropriate intervention.

## Library Services

The PMU libraries consist of the Main Library on the men's campus and the women's Library on the women's campus. The Libraries' collection is evenly divided between the two Libraries.

The PMU libraries staff is available to provide training to PMU Faculty, Students, and Staff on the use of the Libraries' online public access catalog (OPAC), e-Resources, as well as the print Reference collection.

### Vision

PMU Libraries envision being the learning resources center for the entire University community.

### Mission

PMU Libraries promote the highest quality library and information services and access information to the Faculty, Students, and Staff on the University.

The PMU Libraries encompass more than a traditional library. They offer extensive access to printed material, electronic/digital based information resources. Their design and operation are driven by the mission of the University and the needs of the students, the faculty and the instructional programs. The PMU Libraries are designed to promote undergraduate as well graduate study and research with materials in English as well as in Arabic.



## Academic Advising

### Mission

The LRC offers Academic Advising Services to provide students with assistance in understanding course requirements and in scheduling classes in order to be successful within the PMU's rigorous intellectual environment. The purpose of Academic Advising Services is to offer accurate and professional assistance so that every student will progress in an orderly manner towards graduation.

### Goals

Academic Advising Services help students become familiar with the various requirements for their major, increase their understanding of degree requirements, and encourage them to understand the interrelationships of various courses.

### Services

Academic Advising Services will provide students with accurate academic advising and teach them the essentials of understanding degree requirements and their degree plans.

## Learning Enrichment

### Mission

The LRC deliver Learning Enrichment Services to provide students with assistance in gaining and maintaining an adequate level of academic proficiency in order to be successful within the PMU's rigorous intellectual environment. The purpose of Learning Enrichment Services is to offer academic support through program, curriculum, and individual intervention, so that every student has the opportunity to become an independent life-long learner.

### Goals

Learning Enrichment Services help students become independent and successful learners by improving their study skills, increasing their understanding of course content, enhancing their self-confidence, and encouraging them to develop a positive attitude towards learning.

As a resource for students, faculty and staff, Learning Enrichment Services:

- *Provide a variety of instructional approaches that are appropriate for different skill levels and learning styles.*
- *Help students master course material and apply effective study strategies so that they might become efficient, independent learners.*
- *Serve the entire university by helping under-prepared students-prepare, helping prepared students advance, and helping advanced students excel.*
- *Emphasize the process of learning in order to support learners as they achieve academic success and gain*

*scholastic independence.*

- *Provide opportunities to master the strategies, skills, understanding, and attitude that foster effective and self-directed learning at the university and beyond.*
- *Encourage students to take advantage of tutoring services early each semester in order to maximize their full learning potential.*

### Services

Learning Enrichment Services provide students with a broad range of academic assistance.

These services will include:

- *Academic support*
- *Writing assistance*
- *Mathematics assistance*
- *Reading assistance*
- *Instruction in study skills*
- *Instruction in time management*

## Professional Development Center

The Professional Development Center exists to support broadly and specifically the professional growth of PMU personnel. It places in the place where PMU faculty, professional staff, and administrators go for professional development advice, assistance, and objective diagnosis to support excellence in teaching. The Professional Development Center promotes the effective use of instructional technology to advance student learning, and it uses these same technologies to further professional development. The center operates with the conviction that PMU is a Learning community in which students, faculty, and all others are in pursuit of professional growth.

### Goals

Appropriate activities and programs are conducted to achieve the following development goals:

- *Operate in manner consistent with Saudi cultural values.*
- *Provide academic orientation services to all newly appointed PMU faculty, administrator and staff.*
- *Support and provide resources for the effort of academic units to implement cross-curricular coordination.*
- *Develop faculty to promote improved student learning in student-centered instruction and outcomes assessment.*
- *Promote and provide resources for the strategic integration of instructional technology in all appropriate aspects of the PMU curriculum.*
- *Promote and provide ongoing faculty development through programs, workshops, one-on-one mentoring, and the facilitation of faculty collaboration in the scholarship of teaching and learning.*
- *Devise and help implement, in close collaboration with the Learning Resource Center, activities that support information literacy development.*
- *Develop and aid in the implementation of approaches and instruments for the assessment of learning outcomes.*
- *Provide special programming for administrators to enable them to better direct an institution founded on the precepts that guide PMU.*
- *Maintain an active enrichment program that promotes academic and intellectual excellence across the PMU learning community.*



## UNIVERSITY AFFILIATION

PMU has a strong commitment to becoming a premier global university serving the Kingdom of Saudi Arabia, the Gulf region and the World. In support of this commitment, Institutional Relations has responsibility for establishing and maintaining strong and long-lasting relationships with selected organizations in academia, industry and government in key markets around the world. We seek to build partnerships that are specifically designed to create and implement specific programs, which effectively respond to the vision and objectives of PMU and its partners. We seek partners interested in taking an active role in the joint development of programs that elevate the quality of education and research and help build a stronger global community. The Institutional Relations Division at PMU provides leadership in the development and implementation of the institutional strategy. Its activities are focused on the continuous positioning of PMU in the global market place.

PMU seeks to forge and maintain relationships at the highest levels of government, academia, industry and business community around the globe. Our focus is on forming partnerships that allow us to better serve our students, faculty and the surrounding community, and to become an integral part of the global community.

Many initiatives are continuously deployed and result in extending the university reach to the USA, Europe and Asia-pacific. Program-driven agreements were signed with international academic institution, with global corporations, and with international service companies. PMU also has constant dialogue with selected universities in the USA, Western and Eastern Europe, and lately with renowned Asian institutions.



## The Deanship of Student Affairs

- *Seeks ways to engage students in university programs and activities.*
- *Develops programs and strategies that support classroom learning and foster students' attainment of the six core competencies: communication, technological competence, critical thinking and problem solving, professional competence, leadership and network.*
- *Provides various venues that help PMU achieve its goal of developing the student's "whole person," with respect with the Saudi culture and values, as well as respect for himself/herself and others.*
- *Develops partnership with Saudi Arabian businesses and agencies in order to provide mentoring to students as they enter the university, and creates internship, works/study positions and eventually professional positions for PMU graduates.*
- *Works diligently to assure that PMU students receive good minimal health care, and are encouraged to maintain mental and physical wellness, which are positive traits for professionals who contribute greatly the KSA.*

Student services are taken care by three departments these are:

### The Department of Campus Life

The department offers a variety of programs and services that are intentionally designed to complement and enhance the student's educational experience at PMU. While students sharpen their intellectual skills in the classroom programs in campus life are design to complement classroom learning through experiences, group work, and activities. These programs also provide a variety of opportunities for PMU students to develop additional skills in their six core competencies.

The primary goal of The Department of Campus Life, therefore, include providing programs to orient new students to the university, providing opportunities for student involvement and leadership, developing programs to develop lifelong recreational skills, providing a safe, orderly and positive campus climate, and eventually developing a safe and supportive residential community.

### The Department of Career Services

The department exists primarily to assist students with the transition from education to work. Secondly, the department works with graduates who need assistance in job transitions. The Career Services Staff develops relationships on and off campus with students, faculty and staff, along with employers and community resources. Though these relationships, Career Services staff serves the constituents and establish the liaisons essential for effective service. Setting up Career Services as a district and separate function on campus sets PMU apart from the majority of other local university options.

### Department of Health Care and Counseling Services

The department provides compassionate care, promotes each student's ability to seek appropriate care and treatment in both mental and physical health, respond to emergencies, and educate students towards balanced physical and mental health and wellness. The department maintains a Health Care and Counseling Center that provides an environment designed to help students reach their potential as persons, by encouraging their spiritual, academic and social growth.



# PMU GOVERNANCE

The underlying management of PMU is a decentralized authority to the lowest possible level, with high accountability for outcomes at all levels. This focus on assessment and accountability permeates the University structure at all levels.

In order to succeed, this administrative style required that job parameters be broadly but clearly defined and that measurable outcomes for assessment be specified. It required also that regular training be provided at all levels to ensure that personnel both acquire and stay up-to-date on all necessary skills. Finally, it required that position holders, in order to facilitate creativity and excellence, be free to operate within the defined parameters of their position without micro-management by their supervisors.

The decentralized structure enable the rector to view and manage the broad structure of the university with the goal of ensuring that each of the institution's components accepts appropriate responsibility and fulfill its role in creating a technology infused, learning-centered community.

## Governance Boards

PMU is regulated by the laws of Higher Education in the Kingdom of Saudi Arabia. It is governed by bodies created under those laws and according to internal policies and practices of the university.

While these bodies themselves are created by laws of the Kingdom, they nonetheless have the authority to perform in a way that can create a unique institution. The establishment and practical implementation of university policies and practices are fundamental to directing administrators and faculty, overseeing student learning and outcomes, and establishing the character of PMU as learning-centered environment.

The University's two most senior governance boards are:

### The Board of Trustees

The board has the legal authority to provide for the maintenance, support, and direction of PMU, including the establishment of goals consistent with the role and mission of the university and the development of all governing policies of the institution. The board has fiduciary responsibility for the university. The board has the hiring authority for the Rector. In addition, it oversees functions that include the erection, equipment, and repair of buildings; the purchase all supplies; and the employment, discharge and compensation of all employees.

### The University Council

The Council serves as an executive committee for the university and the primary advisory group for the Rector. It focuses on university management, institutional innovation and ideas, recommends program priorities, and works with the Rector to support them.



