

# English Language Program



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AlYamamah\_University



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## University Preparatory Program (INTERLINK)

- The English language program consists of eight levels, with each level lasting eight weeks.
- Students study 20 instructional hours per week at each level, covering conversation, reading, and writing.
- The program is divided into two stages based on the student's proficiency in English:
- Stage 1: Foundation stage, comprising three levels (CELP1, CELP2, CELP3), focusing on basic conversation, reading, and writing skills.
- Stage 2: Preparatory stage, comprising five levels (ORN1, ORN2, ORN3, ORN4, ORN5).

## University Preparatory Program (INTERLINK) waiver

- Students who achieve a score of 513 or higher on the IBT65 (TOEFL/183 CBT) exam, or attain an overall band score of 5.5 or higher on the IELTS test, are eligible for exemption from the Pre-University Program, provided they score no less than 5 in each of the four components (Writing, Reading, Speaking, Listening).

## Course Registration During the Preparatory Year

- In the first six levels (preparatory or pre-university stage), students are not allowed to enroll in any academic courses alongside pre-university program courses.
- Upon completion of the fifth level (ORN 02R - ORN 02C), students are permitted to enroll in general courses such as ARB and ISL.



# University Reminders



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**Dear student,  
You can apply for (Study Postponement)  
one semester before the beginning of the  
designated semester, according to the  
dates specified in the academic calendar.**

[registration\\_khobar@yu.edu.sa](mailto:registration_khobar@yu.edu.sa)



**To view the academic calendar:**



**Dear student,  
We would like to remind you that you  
have a period to request (withdrawal)  
according to the dates specified in the  
academic calendar.**

To view the academic calendar:



[registration\\_khobar@yu.edu.sa](mailto:registration_khobar@yu.edu.sa)





**Dear student,  
We would like to remind you that the  
allowed period for (reinstatement) is the  
beginning of the semester, according to  
the dates specified in the academic  
calendar.**

To view the academic calendar:



[registration\\_khobar@yu.edu.sa](mailto:registration_khobar@yu.edu.sa)



# Academic Systems

## Academic Workload

It is the total number of credit units a student is allowed to register in one semester.

## Academic Load Conditions

The minimum course registration requirement is 12 credit units, and the maximum is 19 credit units per semester.

In the summer semester, the minimum course registration requirement is two credit units, and the maximum is 9 credit units, as illustrated in the table.

| <i>Cumulative GPA</i> |      | <i>Academic Semester</i> |         | <i>Summer Semester</i> |         |
|-----------------------|------|--------------------------|---------|------------------------|---------|
| From                  | To   | Minimum                  | Maximum | Minimum                | Maximum |
| 0.00                  | 1.49 | 12                       | 12      | 2                      | 6       |
| 1.5                   | 4.00 | 12                       | 19      | 2                      | 9       |



## Registration Rules

- Students register through the system before the start of each semester. If they wish to drop or add any course during the registration period, they can do so through the electronic portal (EduGate). Registration is the student's responsibility.

## Online Registration Difficulties

- If there are cases of course drop or addition that the student cannot resolve through the electronic portal (EduGate), they can visit the Admissions and Registration Office and follow these steps:
  1. Fill out the drop and add form after discussing it with your academic advisor and reviewing the student's academic plan.
  2. The student should check their class schedule through the electronic portal (EduGate) to confirm the schedule once their request has been accepted.

## Course Add Conditions

1. No schedule conflicts.
2. The course must be part of the study plan according to the specialization or the available elective courses.
3. Availability of seats in the required section.
4. No prerequisite requirements.
5. Not exceeding the maximum allowable academic load for registration according to the student's cumulative GPA.
6. If the student cannot register for the minimum required academic load (due to conflicts or uncompleted prerequisites), they may register for available units even if they are below the minimum credit requirement.

## Course Drop Conditions

1. The number of credit hours should not be less than the minimum allowed academic load for registration.
2. If the course to be dropped is a co-requisite to another course, the student cannot drop it without dropping both courses together.

## Denial from a Course

If a student's absence in any course reaches 20% of the total lectures in the semester, **no excuses will be accepted**. A "Denied" grade (DN) will be automatically recorded by the system, and the student will not be able to remove this grade.

In this case, the student can only submit a withdrawal request from the course (grade W) before the date of the final exams.



## Course Withdrawal

A student can withdraw from one or more courses without failing these courses during the specified period in the academic calendar.

## Steps to Withdraw from Courses

1. Consult with the academic advisor to understand the impact of the withdrawal on the study plan.
2. Submit the request through the system (**EduGate**). Upon approval, a grade of **"W"** will be recorded for the student.

## Implications of Withdrawal



You cannot withdraw your application after the college approval.



There is no guarantee that the course will be offered in the next semester.



The student is assigned a grade of "W" (Withdrawn). A "W" grade does not affect the GPA.



The difficulty lies in registering according to the academic plan levels due to the possibility of scheduling conflicts between lectures and exams of different level courses.



It affects adhering to the academic plan and completing graduation requirements without exceeding the maximum time allowed for graduation.



Not attending until approval of the request may result in disqualification, affecting the assessment of registered courses and consequently lowering the student's cumulative GPA.



## Apology for Studying

The student's decision not to continue studying for the academic year or semester they registered for.

## Apology for Studying Conditions

A student can apply for an apology for a semester **without failing the course** during the specified period in the academic calendar by **following these steps**:

- Fill out the apology form through the Learning Management System (**Edugate**).
- Students are allowed a maximum of **three** semesters on an apology, and these semesters must not be consecutive.
- The student will be automatically re-enrolled and registered immediately after the end of the requested semester. If the student wishes to take an apology for the following semester, they must submit a new request to the college for consideration.



## Difference between "Apology" and "Postponement":

### Apology

The student's decision to discontinue studying for the semester they registered for.

The period of leave of absence is counted towards the maximum duration allowed for graduation and the study period.

The application period is determined by the academic calendar and begins after the start of classes.



### Postponement

The student's decision not to register for courses in the semester they intend to defer.

The deferral period is not counted towards the maximum duration allowed for graduation or the study period.

The deferral request must be submitted within the first week.

## Study Postponement

The student submits a postponement request to the college dean or the authorized representative within the specified period in the academic calendar. The request must be submitted before the end of the semester preceding the postponed semester. This period is not counted towards the standard graduation period.

### Study Postponement Conditions

1. The postponement period should not exceed two consecutive semesters or three non-consecutive semesters at the maximum during the student's stay at the university.
2. If the student is not enrolled in the semester, then he/she will be considered “Discontinued”.
3. The postponed period is counted towards the semesters allowed for the student to take leave from and is not counted towards graduation requirements.

### Applying for Study Postponement

- The student submits a postponement request to the college dean or the authorized representative within the specified period in the academic calendar. The request must be submitted before the end of the semester preceding the postponed semester. To do so, follow these steps:
  - A. If the postponement period is open according to the academic calendar, the student submits his/her application electronically via (EduGate).
  - B. If the postponement period is closed according to the academic calendar, the student submits his/her application in person.

After the postponed semester, the student is automatically registered. If the student wants to postpone the study for the following semester, a new request must be submitted to the college.



## Discontinuation

If a regular student interrupts their studies for a semester without requesting an excuse or deferral, their enrollment at the university will be terminated.

### Termination of Enrollment:

It is ending the student's relationship with the university, either through dismissal, withdrawal, or discontinuation.

### Withdrawal from University

Termination of the student's relationship with the university and the work of folding the restriction and evicting of a party.

### When Should One Apply for Reinstatement?

Only in the case of withdrawal from the university or discontinuation.

**Postponement and apology do not require this.**

## Reinstatement procedure

1. The student must apply for **reinstatement** within four academic terms from the date of termination of enrollment.
  2. The student's college council must **approve** the reinstatement.
  3. If more than four academic terms have passed since the termination of enrollment, the student may apply to the university as a **new student** without reference to their previous academic record, provided they meet all admission requirements applicable at the time. The university council may grant an exception to this based on the college council's recommendation, with the condition that the interruption period does not exceed eight academic terms.
  4. Reinstatement of a student is not permitted more than **once**, unless the university council grants an exception based on the college council's recommendation.
- Reinstatement of a student who has been expelled from the university for disciplinary reasons is **not permitted** until three years have passed since the expulsion decision. The executive regulations of this statute specify the criteria and procedures for such cases.



## University Dismissal

- If a student receives three consecutive warnings for having a cumulative GPA below 1.00 out of 4.00, the University Council, based on the recommendation of the College Council, may provide a fourth opportunity to those who can improve their GPA by taking available courses.
- If a student does not complete graduation requirements within half the program duration in addition to the program's regular duration, the University Council may make exceptions in certain cases.
- If a student violates university regulations, they may be expelled disciplinarily.

## Graduation

The student graduates upon successfully completing the graduation requirements according to the study plan in the following cases:

1. If the student's cumulative GPA is not less than **1.00 out of 4.00**.
2. If the student successfully completes all required courses according to the study plan but achieves a cumulative GPA **below 1.00 out of 4.00**, they must enroll in additional courses based on the recommendation of the department council and approval of the college council to raise their GPA and obtain the academic degree according to their academic plan.





# Exams and Grades



## Exams and Grades

The grade awarded for the coursework that reflects the student's achievement during a semester comes from tests, research, and educational activities related to the course.

## Midterm Grades

The distribution of the semester's coursework grade for the course is determined by the department offering the course.

## Final Exam Procedures

1. Students cannot take exams of more than one course on the same day.
2. Students are not allowed to enter the final exam after half an hour has passed, nor can they leave before half the exam time has passed.
3. Cheating on or attempting to cheat on exams or violating exam procedures and rules will result in disciplinary action against the student according to the student conduct regulations.

To view the code of conduct:



## Reviewing Course Grades

- The student must contact the course instructor before submitting an appeal to verify the assigned grade.
- If the student is not satisfied with the course grade, they may submit an appeal after paying the specified fees.
- The appeal will be referred to the department head for review by the relevant review committee, and the student will be informed of the final decision.
- A student cannot submit appeals for more than three courses per semester.

To download the grievance form on the grade of schedule:



## Overall Assessments

The overall GPA classification upon graduation for the student is based on their cumulative GPA **as follows:**

| Classification | Cumulative GPA                     |
|----------------|------------------------------------|
| Excellent      | 3.50 to 4.00                       |
| Very Good      | 2.75 to less than 3.50 out of 4.00 |
| Good           | 1.75 to less than 2.75 out of 4.00 |
| Pass           | 1.00 to less than 1.75 out of 4.00 |

## Honors Distinctions

To obtain the **first** or **second** honor degree, **the following conditions are required:**

1. The student must not have failed in any course during their study at the university or at another university.
2. The student must have completed graduation requirements within a maximum period equal to the average duration between the minimum and maximum stay in the college where the student studied.
3. The student must have completed at least 60% of the graduation requirements at Al Yamamah University.
4. The student must achieve a cumulative GPA **as follows:**

| Honors classification | Cumulative GPA  |
|-----------------------|---|
| First Honor           | 3.75 to 4.00 upon graduation                                  |
| Second Honor          | From (3.25) to less than (3.75) out of (4.00) upon graduation |



## Grading System

Grades in the university are calculated based on a four-point scale as follows:

| Points | Points | Grade         | Percentage   |
|--------|--------|---------------|--------------|
| 4.00   | A+     | Exceptional   | 95-100       |
| 3.75   | A      | Excellent     | 90-<95       |
| 3.50   | B+     | Superior      | 85-<90       |
| 3.00   | B      | Very Good     | 80-<85       |
| 2.50   | C+     | Above Average | 75-<80       |
| 2.00   | C      | Good          | 70-<75       |
| 1.50   | D+     | High Pass     | 65-<70       |
| 1.00   | D      | Pass          | 60-<65       |
| 0      | F      | Fail          | <60          |
| -      | IC     | In-Complete   | -            |
| 0      | DN     | Denied        | -            |
| -      | NP     | No Grade-Pass | 60 and above |
| -      | NF     | No Grade-Fail | <60          |
| -      | W      | Withdrawn     | -            |

### Calculating Semester and Cumulative GPA:

It is the result of dividing the total points earned by the student in all courses taken since enrollment in the university by the total credit units assigned to those courses.



# Transferring to YU

## Transfer to Al Yamamah University

The transfer of students from outside the university is **permissible** according to the **following regulations**:

1. The student must have studied at a recognized college or university.
2. The student must not have been dismissed from the transferring university for disciplinary reasons.
3. Proficiency in English language requirements. They can be met through:
  - Enrollment in the English Language Center at Al-Yamamah University and successful completion of all center requirements to join the university.
  - Obtaining a minimum score of 513 on the TOEFL (65 IBT or 183 CBT) or higher or achieving a score of 5.5 or above on the IELTS with at least 5 in each of the four skills.
  - Having studied at a recognized college in an English-speaking country for a minimum of two full academic years.
4. Maintaining a cumulative GPA of at least 2.00 out of 4.00.
5. Completing transfer procedures by the end of the first week of classes. The committee will determine which courses are eligible for transfer.
6. Completing at least 50% of the graduation requirements at Al-Yamamah University.



## Course Equivalency

The student can apply for course equivalency for courses taken outside the university.

### Conditions

The college council **equates** the courses taken by the student outside the university based on recommendations from the departments offering those courses. The equivalent courses are documented in the academic record and **do not count** towards the cumulative GPA **according to the following guidelines:**

- The number of credit units for the course to be **equated** is equivalent to the number of units for the corresponding course in Al Yamamah University's curriculum.
- The content of the course to be equated must match at least **80%** of the content of the course in Al Yamamah University's curriculum.
- The grade for the course to be equated must not be less than **"Good" (C)**.
- The total number of credit units required to be equated from outside the university should **not exceed** 50% of the total credit units in Al Yamamah University's approved curriculum plan.





## Visiting Students

- Student must have completed at least **two** semesters at Al Yamamah University before applying to study as a visiting student elsewhere.
- The course taken at another university must be **equivalent** or similar to a required course at Al Yamamah University.
- The university must be recognized by the Ministry of Education.
- Prior approval from the student's college is necessary, specifying the courses to be taken as a visiting student.
- Maximum **50%** of total graduation units from Al Yamamah University can be counted from courses taken outside.
- Grades below "**Good**" (**C**) in any course will not be accepted.
- Credit units per semester must meet university regulations.
- Grades for visiting student courses are not included in cumulative GPA but are noted in the academic record.
- The student must meet the prerequisite requirement for the courses they will study outside the university.
- All procedures must be completed before the semester starts.
- Credit units for visiting student courses must match or exceed those in the student's academic plan.



# Electronic Services



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## Electronic Services

Students at the university can benefit from the electronic services systems provided by the university's website **through the following platforms**

### Learning Management System (LMS)

It is a system used at the university to manage the educational process and monitor the progress of students. The system allows students to engage with their coursework and interact with it outside of classrooms at any time and from anywhere using various tools. Additionally, the system enables faculty members to create dynamic and interactive educational modules easily, and manage the content of these modules flexibly and effortlessly.

### LMS features

- Accessing course materials (course syllabus, lectures, assignments, slides, and video files) from anywhere and at any time.
- Participating in forums dedicated to each course.
- Accessing university announcements published on the system's homepage.

Access an instructional video:



## Access to the Learning Management System (LMS)

Through the University of YU website ([www.yu.edu.sa](http://www.yu.edu.sa)), then clicking on the LMS link.

## LMS Logging Procedure

After clicking on the LMS link, enter your university ID number in the 'Username' field, and then enter your password.

If you encounter any **technical issues**, please contact the university's Information Technology Center through the following email ([lms@yu.edu.sa](mailto:lms@yu.edu.sa)), or call (**0112242222**) during office hours from **8 AM to 4 PM**.



Access an instructional video:



## Student E-Services Portal (Edugate)

It is an academic student information portal where students can apply for admission, register and drop courses, and submit requests for academic movements. It also allows students to access all academic information, such as their academic plan, previous academic movements, remaining courses in the plan, completed courses in the plan, final exams, course grades, academic transcripts, attendance records, penalties, and instructor evaluations. Additionally, it provides students with personal information regarding financial records, personal details, password change and recovery, and name updates.

## Features of Edugate

- Acceptance into the university.
- Online registration.
- Academic record/transcript.
- Class schedule/timetable.
- Financial record/statement.
- Attendance and absence records.
- Course results/grades.

Access an instructional video:



## Access Methods to the Student E-Services Portal (EduGate)

You can access it through the YU University website ([www.yu.edu.sa](http://www.yu.edu.sa)) by clicking on the EduGate link or through the official YU mobile application.

## EduGate Login Procedure

Once you click on the **EduGate link**:

1. Select **"Student"** from the login type menu.
2. Enter your university ID number in the **"Username"** field.
3. Enter your national ID number in the **"Password"** field (default password).
4. You will see a list of your enrolled courses.
5. To access and participate in a course, enter the password provided by the course instructor.
6. After that, you will be directed to the course page.

Access an instructional video:




English اصل بنا الصفحة الرئيسية

جامعة اليمامة  
Al Yamamah University

بدأت الجامعة في تلقي طلبات الالتحاق بها في مستهل العام الدراسي 1421/1420هـ الموافق 1999/2000م حيث تقدم الجامعة في الوقت الحاضر عددًا من البرامج الأكاديمية بشكل كل واحد منها فسمًا مستقلًا وتشارك هذه البرامج في السنة التحضيرية ويوجد الإعداد العام الذي تلي امتحانات اللغة والمكث والتمهيد العامة، ثم تتمايز بعد ذلك في مواد التخصص، كما يتاح للطلاب دراسة عدد من الساعات الحرة لتلبية احتياجات الممول والاهتمامات الخاصة للطلاب.

القائمة الرئيسية

برامج الفروع في الجامعة

اختبارات تحديد المستوى - الماجستير

طلب القبول

أكاديمي

ما رايت خدمات البوابة الالكترونية للنظام الاكاديمي؟

صوت

نتيجة الصوت

عبري المستخدم الرجاء ادخال اسم المستخدم وكلمة السر للدخول الى النظام

نوع الدخول

اسم المستخدم

كلمة السر

دخول

## The Email System

Your university email is considered the **official** means of communication with the university. Please ensure to maintain the **confidentiality** of your email login details and refrain from sharing them with others.

## Access Email

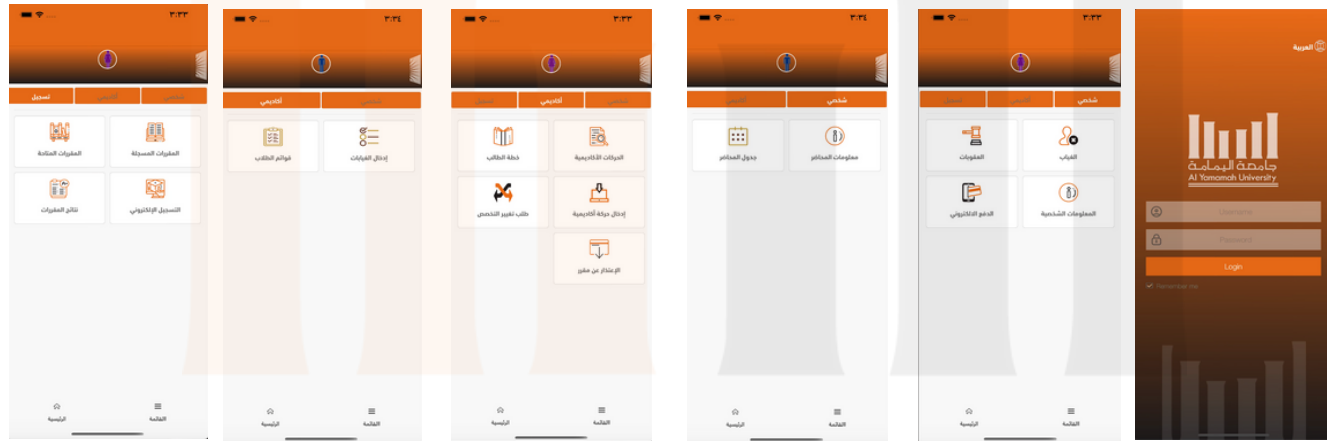
You can access it through the YU University website ([www.yu.edu.sa](http://www.yu.edu.sa)) by clicking the "**E-Mail**" link in the electronic services menu.

Access an instructional video:



## The YU Application

The mobile version of Al Yamamah University's **electronic services** aims to facilitate students' access to services such as **course registration, grade review, academic transcript viewing, academic plans**, and more.





# Tuition Fees



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## Bachelor's Program Tuition Fees

**Admission Fee (paid only once)**

**3000 SAR (non-refundable)**

**Placement Test Fee**

**500 SAR (non-refundable)**

| College                                 | Academic Year | Summer Semester |
|---|---------------|-----------------|
| English Language Program                | 55,000 SAR    | 20,000 SAR      |
| College of Business Administration      | 65,000 SAR    | 20,000 SAR      |
| College of Engineering and Architecture | 65,000 SAR    | 20,000 SAR      |
| College of Law                          | 65,000 SAR    | 20,000 SAR      |



## Fees Payment

### Steps and Features of SADAD

### خطوات ومميزات نظام سداد

#### 1<sup>st</sup>: Advantages of SADAD:

- Fast and easy payment
- Time saving: protects the student against the rush of banks and the loss of time in the waiting lines
- The student can register online without having to go to the Finance Department or the Admissions & Registration

#### أولاً : مميزات نظام سداد

- سرعة وسهولة السداد
- توفير الوقت على الطلاب وحمايتهم من زحام البنوك وضيق الوقت في طوابير الانتظار
- يستطيع الطلاب التسجيل (Online) دون الحاجة الى الذهاب الى قسم المالية او قسم القبول والتسجيل

#### 2<sup>nd</sup>: Method of using SADAD Through ATM

- Use your ATM card at the ATM machine
- Choose Payment of Bills
- Choose Al Yamamah using code: 072
- Enter your YU ID# as the subscriber number
- Enter the amount of payment

#### ثانياً: طريقة استخدام نظام سداد من خلال الصراف الآلي

- ادخال البطاقة في جهاز الصراف الآلي
- اختيار سداد فواتير
- اختيار جامعة اليمامة بـكود 072
- ادخال رقم المشترك وهو (الرقم الجامعي)
- ادخال المبلغ عن طريق الطلاب

#### 3<sup>rd</sup>: Method of using SADAD Through bank accounts

- Enter your bank account
- Choose SADAD then ADD NEW BILLS
- Filter by ( Education )
- Utility service provider ( Alyamamah University)
- Subscriber/Account/Bill Number ( Your YU ID )

#### ثالثاً: طريقة استخدام نظام سداد من خلال الحسابات البنكية

- الدخول على الحساب البنكي
- اختيار خدمة سداد ثم اختيار إضافة فاتورة
- عرض بحسب تم اختيار (تعليم)
- مقدم الخدمة (جامعة اليمامة)
- رقم المشترك (الرقم الجامعي) ثم تأكيد وبعدها تنشيط ثم بعد ذلك دفع

Note: These steps are only done the first time. Then, step number 2 and then set the invoice and put the amount and confirmation pressure.

ملاحظة : هذه الخطوات تتم اول مرة فقط ثم بعد ذلك ( تكون الخطوة الثانية وبعدها تحديد الفاتورة ووضع المبلغ وضغط تأكيد )



### طريقة إستخدام بوابة الطالب في معرفة الرسوم وسدادها لتسجيل المواد

طرق معرفة المستحقات المالية ( رصيد سابقة + رسوم الفصل الجديد ) وطريقة السداد

- 1 الدخول على بوابة الطالب ومن القائمة يتم اختيار التسجيل الإلكتروني
- 2 الحذف والإضافة ثم اختيار المقررات ورفعهما
- 3 تثبيت
- 4 سيطرة مبلغ المدبونة او الرصيد الدائى السابق إن وجدت ورسوم الفصل الجديد
- 5 الدفع الإلكتروني
- 6 اختيار طريقة الدفع: مدى - فيزا - ماستر كارد

ثم اضافة المبلغ المراد دفعة ( يتم كتابة المبلغ الموضح بجانب بند المبلغ المطلوب )

و الضغط على زر دفع



### طريقة إستخدام بوابة الطالب في معرفة المدبونية وسدادها

الدخول على بوابة الطالب ..... الدفع الإلكتروني ..... سيطرة مبلغ المدبونية

إختيار طريقة الدفع: المبلغ المراد دفعة ( يتم كتابة المبلغ الموضح بجانب بند المبلغ المطلوب ) ..... مدى - فيزا - ماستر كارد ..... الضغط على زر دفع

أيضاً ممكن للطلاب الذهاب الى السجل المالي من القائمة الرئيسية لمعرفة الرصيد السابق عبر:

الدخول الى البوابة ..... السجل المالي ..... معرفة الرصيد السابق

# Student Services

## Student Counseling Center

The **Student Counseling Center** serves as a safe haven where students can discuss and improve their academic practices. They are referred to the center by their academic advisors, professors, or by themselves. Through personalized support, students can overcome challenges they encounter and succeed in their university life.

## Academic Advisor

The **academic advisor** serves as a means for students to discuss their academic plan, academic progress, attendance, absences, academic performance, and other matters that help them improve their academic achievement. Students can find out who their academic advisor is by logging into the EduGate student platform, where the supervisor's name will appear on the student's profile page.



## Student Facilities

### ❖ Sports Facilities:

The university encourages its male and female members to adopt a healthy lifestyle through sports and recreational activities. To this end, the main campus includes a sports club with **volleyball, basketball, and handball courts**. Additionally, the outdoor sports facilities feature **football, tennis, and badminton courts** equipped to host public sporting events.

The university recognizes the importance of sports for female students and has therefore ensured the provision of a dedicated sports and recreational hall. These facilities contribute to achieving the university's mission and vision of providing students with everything they need to develop their abilities.

### ❖ Entertainment room:

The recreation room at the university sports center is ideal for students to unwind and have fun after their studies. The room features a variety of games such as billiards, table tennis, chess, foosball, consoles like Play Station, and tabletop games, including card games, making it an attractive hub for socializing with friends and enjoying leisure time.

| Section | Name                    | Email address        |
|---------|-------------------------|----------------------|
| Female  | Ms. Amani Alsinan       | a_alsinan@yu.edu.sa  |
| Male    | Mr. Abdulwahab Alkhamis | a_alkhamis@yu.edu.sa |



## Student Facilities

### ❖ Central Library:

Located on the **second floor** of the main building, the library offers **book borrowing services, internet access, and is equipped with the latest devices** to facilitate student work and study convenience. Students can communicate and inquire about material with the library administrator.

### ❖ Central Library Hours:

The library welcomes students from 8 AM to 4 PM throughout the week, and on specific days, it is divided between male and female students.

**Sundays, Tuesdays, and Thursdays** are allocated for **female students**, while **Mondays** and **Wednesdays** are for **male students**.

### ❖ Email:

[library\\_khobar@yu.edu.sa](mailto:library_khobar@yu.edu.sa)



# University Policies and Regulations



## University Systems and Regulations

To view the students' code of conduct at Al Yamamah University:



### Appeal Against a Disciplinary Decision

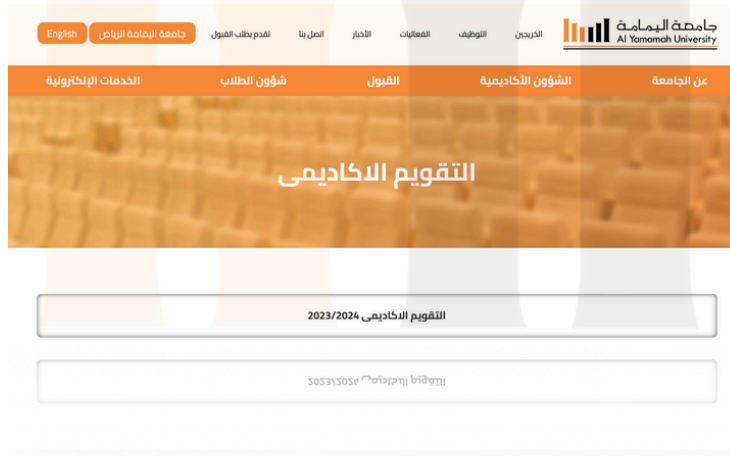
Students are allowed to appeal a disciplinary decision issued against them within **15 days from the date of announcement of the decision**. The student must acknowledge awareness of the decision within that period. The appeal is directed to the University President, who may refer it to the Disciplinary Committee if deemed appropriate. The university does not impose a penalty until after conducting a written investigation with the student, including hearing their statements regarding the allegations. If the student fails to attend the scheduled investigation session, their right to present their statements and their acceptance of the imposed penalty is forfeited.



## Academic Calendar

The academic calendar typically includes all details related to the academic year, such as the start and end dates of the academic year, the beginning and end dates of semester exams, student holidays and return to classes, and dates for applying for exam deferrals for the first and second semesters, as well as the summer semester.

Students can download a copy of the academic calendar **by visiting the website of Al Yamamah University:**  
[www.yu.edu.sa](http://www.yu.edu.sa)



The screenshot shows the website's navigation menu with the following items: English, جامعة اليمامة الرياض, تقدم بطلب القبول, العمل بنا، الأخبار، الفعاليات، التوظيف، الخدمتج، and جامعة اليمامة Al Yamamah University. Below the menu is a navigation bar with: الخدمات الإلكترونية، شؤون الطلاب، القبول، الشؤون الأكاديمية، and عن الجامعة. The main content area features a large orange banner with the text "التقويم الاكاديمي" (Academic Calendar). Below the banner is a button labeled "التقويم الاكاديمي 2023/2024" and a search bar with the text "ابحث هنا عن خدماتنا".



**ATTENTION**

**According to Article 11 of the Code of Conduct, which states:**

**Any student who commits one of the violations specified in the paragraphs of Article 7 shall be subject to the following penalties:**

| Violation   | Penalty  |
|---|--|
| Any student found violating the regulations governing midterm or final exams, including cheating or an attempt to cheat for the first time shall face the following penalties.  | A zero grade in the exam will be recorded.   |
| Any student found violating the regulations governing midterm or final exams, including cheating or an attempt to cheat for the second time shall face the following penalties. | A zero grade will be recorded, and the student will be considered to have failed the course. Additionally, he/she will be suspended from studying in the following main academic semester.                             |
| Any student found violating the regulations governing midterm or final exams, including cheating or an attempt to cheat for the third time shall face the following penalties.  | A zero grade will be recorded, and the student will be considered to have failed the course. They will also be suspended from studying in the following two main academic semesters, or dismissal from the university. |

**YU committee may escalate the penalty against the student if it is necessary for the benefit of the institution.**





**ATTENTION**

**According to Article 12 of the Code of Conduct, which states:**

**Any student who commits one of the violations specified in item (11) of Article 7 shall be subject to the following penalty:**

**Violation**

**Forgery in reports, research papers, assignments, projects, or any task assigned by the course instructor.**

**Penalty**

**Expulsion from the university permanently.**

**YU committee may escalate the penalty against the student if it is necessary for the benefit of the institution.**

