**Programme Report**

**Academic Year: 20 / 20**

**Beni-Suef University**

**Faculty: ………………..**

**Department: ……………………...**

1. **Basic Information**

|  |  |
| --- | --- |
| **1- Program Title:** | ……………………………….. |
| **2- Program Code:** | …………………………………….. |
| **3- Specialization**  | ……………………………………. |
| **4- Program Type:** | Single □ Dual □ Joint □ |
| **5- Department(s) offering the program:** |  |
| **6- No. of academic years:** |  …………………………….. |
| **7- Total no. of hours** | Theoretical hours ( ) practical hours ( ) |
| **8-No. of course hours:** | Couse code and title  | Theoretical | Practical |
| 1-2-3-4-5- |  |  |
| **9- Program coordinator** |  |
| **10- External Evaluation:** | Available □ Unavailable □ |

1. **Professional information**

|  |
| --- |
| **11- Statistics**  |
| **- Number of students attended the program this year** |  |
| **- Number of students obtained the program this year** | No.: ….. %: …….. |
| **- Direction of program attendance (according to the number of students attended the program through the last 3 years)** | □ Ascending□ Descending□ Constant |
| **-Results of final exam** | Passed: No…… %Failed: No. …… % |
| **-Grades of success** | Excellent: % Very good: %Good: % Pass: % |
| **12-Academic standards**  |
| **a- Academic Reference Standards:** | …………………………………………………………………………………………. |
| **b-Intended learning outcomes (ILOs)** |  |
| **- Knowledge and Understanding:** | Available at the Program Specifications |
| **- Intellectual skills:** |
| **- Professional and Practical skills** |
| **- General and Transferable Skills:** |
| **13- Support of students of special needs and abilities**  | …………………………………………………………………………………………. |
| **14- Program guide:** | Available □ Unavailable □  |
| **15-Availability of Regular Evaluation and Revision System for The program** | Available □ Unavailable □ Annual □ Every two years □  |
| **16- Compatibility of the program structure with ILOs** | ………………………………..……………………………….  |
| **17- Administrative and regulation Constraints** |  …………………………..…………………….. |
| **18- Student assessments for measuring acquisition target education.** |
| **- Methods and weight of assessment** | - Written exam - Practical - Oral exam…………………………- Other ………………… |
| **- Dates of assessment** | -Writing exam: 15th week -Practical exam 12th week-Oral exam: 15th week |
| **- Observations of external evaluator (if found)** | ……………………………………………………… |
| **19-Teaching facilities** |  |
| **Academic staff** | **Staff to student ratio ……… : …………****Adequate □ Inadequate □ To some extent □****Why? ……………………………..**  |
| **Lab. Facilities** | **Adequate □ Inadequate □ To some extent □****Why? …………………………………………****………………………………………………** |
| **Computers**  | **Adequate □ Inadequate □ To some extent □****Why? …………………………..** **……………………………………..** |
| **Library**  | **Adequate □ Inadequate □ To some extent □****Why? …………………………..****……………………………..**  |
| **Collaboration with stakeholders to train students**  | **Adequate □ Inadequate □ To some extent □****Why? …………………………..****……………………………..**  |
| **20- Suggestions to improve program** |  |
| **Program structure (courses/ hours)** | **…………………………………………………………****…………………………………………………………** |
| **Suggested new courses** | **…………………………………………………………****…………………………………………………………** |
| **Training and skills** | **…………………………………………………………****…………………………………………………………** |
| **Suggestions by stakeholders** | **…………………………………………………………****…………………………………………………………** |
| **Responsibility** | **…………………………………………………………****…………………………………………………………** |
| **Execution dates**  | **…………………………………………………………****…………………………………………………………** |

**Coordinator** **Head of the department**