

Regulations of Postgraduate Programmes

Faculty of Pharmacy - Alexandria University

2019-2020

Chapter (1), The basic rules

Article (1):

Alexandria University grants the following higher academic and professional certificates and degrees upon the proposal of the College council:

- 1- Postgraduate diplomas (specialist / professional).
- 2- Master's degrees in pharmaceutical sciences (in the field of specialization).
- 3- Doctorate of Philosophy degrees in pharmaceutical sciences (in the field of specialization).
- 4- Doctor of Pharmacy degree (a professional degree awarded to holders of Bachelor of Pharmacy) (Pharm D).
- 5- The professional master's degree with the credit hour system in one of the specializations indicated in the internal regulations.

Article (2):

Study dates:

- 1- Fall semester: begins the third Saturday of September and lasts for 15 academic weeks, including exams.
- 2- Spring semester: begins the second Saturday of February and lasts for 15 academic weeks, including exams.
- 3- Summer semester: starts the first Saturday of July and lasts for 8 academic weeks, including exams

Article (3):

Study system:

- 1- A student is allowed to register for the fall and spring semesters in a number of hours not exceeding 16 credit hours for each semester. The student is also allowed to register in the summer semester in a number of hours not exceeding 6 credit hours. Thesis registration hours are not counted within these hours.
- 2- After taking the opinion of the relevant department council and according to the nature of the courses, the college council may decide to teach one or more courses in the hybrid (integrated) education mode so that the study is 60% to 70% face-to-face and 30% to 40% online education. The College Council, after taking the opinion of the relevant department council, submits the decision to the university's graduate studies committee for approval before submitting it to the university council for approval.

Article (4):

Credit Hour:

The credit hour is a unit of measurement for determining the weight of each course in one semester, and it is equivalent to:

- 1- One theoretical study hour per week.
- 2- Two hours of practice or two hours of laboratory or clinical training per week.
- 3- Four hours of field training per week throughout the semester

Article (5):

General conditions for admission and registration:

1- A student who obtained a Bachelor's degree in Pharmacy from one of the universities recognized by the Supreme Council of Universities is accepted to study in postgraduate programmes if he meets the admission requirements for each program.

2- The student must fulfill the selection conditions set by each scientific department separately, whether it is for a group of students or for each case studying by itself, and to obtain the approval of the relevant department council and the college council.

3- The student must complete the documents and forms required in the Graduate Studies Department.

4- The date of the student's registration starts from the date of registering the first course of the academic courses. If the student does not register courses in the first semester after his registration, the registration for him is canceled.

5- The student selects the appropriate courses and fills out the course registration form and approves it from the academic advisor, the head of the department council, and the college vice president for postgraduate studies and research.

6- Registration is a prerequisite for the student to be allowed to attend and to calculate the courses for him.

7- A student is not considered registered in any course except after paying the tuition fees within the prescribed dates.

8- A student who does not complete the course registration procedures before the end of the second week of the fall and spring semesters or the first week of the summer semester is not entitled to attend the lectures.

Article (6):

Course study rules:

1- The College council decides, after consulting the councils of the relevant departments, the minimum number of students admitted to open any program, as well as the number of students allowed to be admitted to each course.

2- The student has the right to delete / add any course before the end of the second week of the beginning of the study in the fall and spring semesters or at the end of the first week of the summer semester, after completing the procedures for deletion or addition in the course registration form and its approval by the academic advisor, without showing the deleted course In his academic record or used to calculate his cumulative rate.

3- The student is allowed to withdraw from the course before the end of the twelfth week of the beginning of the spring and fall semesters or the sixth week of the summer semester after filling out the withdrawal form and approving it by the academic advisor, and the professor of the course is notified, and in this case the student's hours of this course are not counted when calculating his semester GPA. The student has a grade withdrawal (W) for the course in his transcript.

4- The student is not allowed to enter the final examination unless he attends at least 75% of the teaching hours of the course. If the percentage of his absence exceeds 25% of the total number of teaching hours of the course, the student is notified that he will be deprived of entering the final semester exam, after warning him three times by the generally accepted legal methods, after the fourth, eighth and twelfth week of the fall and spring semesters and after the second, fourth and sixth week of the summer semester, and the warning follows The third decision of the College Council to deprive the student from entering the exam, and his academic record is set aside for him as a compulsory withdrawal from the course (FW).

5- The student obtains an incomplete grade (I) Incomplete if he is unable to enter the final examination of a course or complete some of his requirements for compelling reasons accepted by the Department Council and approved by the Graduate Studies Committee and the College Council, provided that he has attended and performed at least 75% of the course requirements of semester work and the practical exam, if any, must take the exam within two weeks of the start of the next semester, otherwise he obtains a compulsory withdrawal grade (FW). When the student obtains an incomplete grade (I) and after attending the exam and adopting the result, an incomplete grade is adjusted based on the result, then the course grade for the student is calculated and the semester GPA is amended accordingly.

In case if the student does not present an excuse accepted by the department council, the student gets a compulsory withdrawal grade from the FW course, and he must repeat this course if it is essential. The student has the right to study an alternative course if it is optional.

6- A student is allowed to withdraw from academic courses after registration when called to perform military service, and a withdrawal estimate for military service performance (MW) is allocated to him in his academic record, and this period is not counted within the course's validity period.

7- Courses in which the student obtains a grade (I, W, FW or MW) are not counted as study hours and are not included in the calculation of the cumulative average of grades.

8- The student has the right to re-register in any previously successful course in order to improve his assessment in this course.

9- All grades obtained in the courses in all attempts are recorded in the student transcript. If the student failed in the same course one time or more, the result of the attempt in which he succeeded is calculated in addition to the result of the attempt in which he obtained the highest grade in the attempts in which he failed, so that the relative weight of the course does not exceed twice its basic weight when calculating the GPA and not counting all failures in these cases in a manner that does not violate the principle of equal opportunities.

10 - A student may register for courses from outside the department, college or university within his academic program within the limits of two academic curricula or for no more than 30% of the academic program hours from a university or research center recognized by the Supreme Council of Universities, based on the academic or scientific supervisor's request and after the approval of the college council based on the approval of the relevant department council. These courses will not be included in the calculation of the cumulative grade point average (CGPA).

11- The course will not be counted within the hours required to obtain the degree if the student obtained a grade lower than C in this course, and he must repeat the same course if it was essential and he has the right to study an alternative course if it is optional.

12- in case if the scientific department recommends that the student be canceled from the program and the approval of the college and university council, the student is not entitled to register in the same program again and in the same specialty, but if the student requests to cancel his registration for reasons beyond

his control, he is entitled to re-enroll in the same program starting from the next semester.

13- Courses that have passed more than three years from the date of their study (approval of the result) until the time of obtaining the diploma, or five years until the time of obtaining the master's degree or Pharm D, or six years until the time of obtaining the doctorate, are not counted in the result and the student has to re-study these expired courses, and the result of those courses is calculated as a condition for passing the study without the condition of obtaining a mark in it and does not enter into the calculation of CGPA and these courses are mentioned in the student's academic record as courses that have been returned as a result of their expiration date and a satisfactory classification is mentioned before them (Satisfactory = S)

14- Calculation of the cumulative average of grades:

A - Qualitative points for course assessment = number of credit hours for the course X course points according to the grade obtained by the student.

B - Cumulative average GPA for each semester (to the nearest three decimal places) according to the equation:

$$\text{GPA} = \frac{[\text{Points of course (1)}] + [\text{Points of course (2)}] + \dots\dots}{\text{The total credit hours for all the courses the student completed in the semester}}$$

C - The total cumulative average of CGPA scores is calculated to the nearest three decimal places according to the equation:

$$\text{CGPA} = \frac{\text{Sum of quality points of all completed courses}}{\text{Sum of the credit hours of all completed courses}}$$

15- The student can register a course as an audit (AU) without entering the exam, and in the event that the student attends 75% of the course's teaching hours or more, the student is assigned an (AU Audit), and the student is not credited with any credit hours for that.

16- A student is not allowed to register for a course if the course has a previous requirement, and he must first pass the previous requirement.

17- The student's assessment is monitored in the academic record (IP) In Progress, during the progression of the Master's or PhD thesis, and the outcome of the

thesis's discussion is monitored with an Approved (AP) or Not approved (NAP) grade. It is not included in the calculation of CGPA.

Article (7):

Course evaluation rules:

1- 60% of the score is allocated to the final examination, and the remainder (40%) is allocated to periodic tests and continuous evaluation. In case that this percentage is not applied, what is stated in the course schedules shall be applied according to the nature of each department / course and according to what is mentioned in the tables attached to the regulation.

2- The system of calculating points and grades for academic courses is as follows:

	Points	Grade	Mark	Grade
Success	4.000	A	90 and more	Excellent
	3.666	A -	85 to < 90	
	3.333	B +	80 to < 85	Very Good
	3.000	B	75 to < 80	
	2.666	B -	70 to < 75	Good
	2.333	C +	65 to < 70	
	2.000	C	60 to < 65	Acceptable
Failure	1.666	C -	55 to < 60	Weak
	1.333	D +	50 to < 55	
	1.000	D	40 to < 50	Very Weak
	0.000	F	< 40	
	---	W	-----	It is made for the student who withdraws from a course. (Withdrawal)
	---	FW	-----	Is allocated to a student who compulsorily withdraws from a course. (Forced Withdrawal)
	---	I	-----	Is allocated to students who did not complete the course requirements. (Incomplete)
	---	MW	-----	It is made for a student who withdraws for military service. (Military Withdrawal)
	---	AU	-----	The student is registered as a listener. (Audit)
	---	IP	-----	The student is registered for hours of the thesis and has not yet been completed. (In Progress)
	---	AP	-----	It is made for the student upon successfully discussing the scientific thesis. (Approved)
	---	NAP	-----	It is provided to the student when he fails to discuss the scientific thesis. (Not Approved)
	----	S	-----	Is allocated to the student for the course that was re-studied for the expiration of its validity period. (Satisfactory)

3- The college council may, after taking the opinion of the relevant department council and according to the nature of the courses, decide to hold an electronic examination in one or more courses in the whole course or part of it. It is also allowed to correct the exam electronically whenever the infrastructure and technical capabilities are available.

Article (8):

Tuition fees for postgraduate programmes:

At the beginning of each academic year, the value of registering the credit hour for graduate studies programmes is determined by a decision of the President of the University based on the approval of the University Council.

Article (9):

Academic advisor:

The department determines for each student an academic advisor, preferably one of the faculty members of the same specialty whenever possible, in order to provide advice and guidance during his study period and to help him choose the basic and elective courses required for his field of specialization. The opinion of the academic advisor is advisory and not mandatory for the student until the end of the student's study of the courses. The student may freely choose the supervisor whenever possible. The academic advisor is replaced by the academic supervisor for the master's and doctoral degree student upon registration of the thesis.

Article (10):

Transfer of credit hours:

1- After the approval of the College Council and based on the proposal of the Department Council, the student is allowed to transfer a number of credit hours that he previously studied at another university, provided that they are among the requirements for obtaining the degree and that he has succeeded in it with a grade of no less than C or equivalent, provided that:

A) That the total number of transferred hours should not exceed 30% of the total study hours needed to obtain the degree

B) The student should not have benefited from the study of these credit hours on getting a certificate or another academic degree.

C) Those credit hours transferred from another university are not included in the CGPA calculation.

2- A student who is registered in one of the graduate studies programmes at Alexandria University is allowed to transfer any number of credit hours in which he has succeeded with a grade of at least C or equivalent previously studied at the University of Alexandria in the continuing education program or a program that has not been completed to any of the postgraduate programmes he wishes to Enroll in it if these courses are one of the requirements of the program, and these

hours are included in the calculation of the cumulative average of the CGPA, provided that no more than three years have passed from the date of passing the course (approval of the result) until he obtained a diploma or five years from the date of passing the course until he obtained a degree Master's degree or Doctor of Pharmacy degree or six years until obtaining a doctorate degree.

Chapter (2), The post-graduates' programmes:

Article (11):

Alexandria University grants the following higher academic and professional certificates and degrees upon the proposal of the College council:

- 1- Postgraduate diplomas (specialist / professional).
- 2- Master's degrees in pharmaceutical sciences (in the field of specialization).
- 3- Doctorate of Philosophy degrees in pharmaceutical sciences (in the field of specialization).
- 4- Doctor of Pharmacy degree (a professional degree awarded to holders of Bachelor of Pharmacy) (Pharm D).
- 5- The professional master's degree with the credit hour system in one of the specializations indicated in the internal regulations.

A- Diploma of Higher Studies (Specialized Diploma) (0600600)

Name	Code
Diploma in Cosmetic Preparations and Entrepreneurship (Pharmaceutics Department)	0601600
Diploma in Hospital and Clinical Pharmacy (Pharmaceutics and Pharmacy Practice Departments)	0601600
Diploma in Medicinal Plants and Traditional Therapeutics (Pharmacognosy Department)	0606600
Diploma in Biochemical Analysis (Biochemistry Department)	0608600

B- Master degree in Pharmaceutical Sciences (0600700)

Department	Code
Pharmaceutics	0601700
Pharmacology and Toxicology	0602700
Industrial Pharmacy	0603700
Microbiology and Immunology	0604700
Pharmaceutical Chemistry	0605700
Pharmacognosy	0606700
Pharmaceutical Analytical Chemistry	0607700
Biochemistry	0608700
Pharmacy Practice	0609700

C- Doctor of Philosophy Degree in Pharmaceutical Sciences (0600800)

Department	Code
Pharmaceutics	0601800
Pharmacology and Toxicology	0602800
Industrial Pharmacy	0603800
Microbiology and Immunology	0604800
Pharmaceutical Chemistry	0605800
Pharmacognosy	0606800
Pharmaceutical Analytical Chemistry	0607800
Biochemistry	0608800
Pharmacy Practice	0609800

D- (PharmD) (0600900)

Chapter (3), Rules for obtaining a postgraduate Diploma

Article (12):

Registration conditions:

The following is required for the student to register for any of the postgraduate diplomas in addition to the conditions mentioned in Article (5):

To have a bachelor's degree in Pharmacy from one of the universities recognized by the Supreme Council of Universities.

Article (13):

Program study hours:

1- In order for the student to obtain the diploma, he must study a number of credit hours, as follows:

- 18 credit hours for obtaining a professional diploma.
- 24 credit hours to obtain the specialized diploma.

2- A student who holds a professional diploma is not entitled to register to complete his studies for the academic Master's degree in the specialization. As for a student who has obtained a specialized diploma with a grade of at least 2,333, he may complete his studies for the academic Master's degree in the same specialty, after the approval of the relevant department council and the approval of the college's council and fulfillment conditions for registering for the degree.

Chapter (4): General rules for obtaining Master's Degree

Article (14):

Registration conditions:

The following is required for the student to register for the Master's degree in addition to the conditions mentioned in Article (5):

1- The student must have a bachelor's degree in Pharmacy with at least a good general grade or with a cumulative grade point average of no less than 2,333 CGPA from one of the universities recognized in the specialty branch of the Supreme Council of Universities.

2- A student who obtains (an acceptable) degree in the bachelor's degree and wishes to register for Master's degree according to the college's regulations must either obtain a specialized diploma in the field of study with a grade of at least 2,333. In the absence of a specialized diploma in the college, the student must pass supplementary courses at the bachelor's level determined by the college based on the suggestion of the department council with a CGPA average of no less than 2,333, and the number of supplementary courses must not exceed four

courses, provided that it is not a pre-requisite for the core courses, and in case that it is more than four courses, the student spends a qualifying year to succeed in these courses as a condition for registering masters courses and these courses are not counted for him within Program hours.

3- After the student successfully passes the academic courses with a CGPA grade not less than 2.333 (otherwise, the student must register for additional courses or re-register some courses to improve the average grade score) - The student submits an application to register the research proposal plan for the thesis and the student may submit a request to register the proposal plan The research thesis after successfully passing 50% of the general course hours with a CGPA of no less than 2.333.

4- The student presents the research proposal plan for the thesis at the department's seminar before submitting the thesis topic and submitting it to the department council. In the event that the department council approves the research proposal for the thesis, procedures are completed and a supervisory committee is formed.

5- The student must pass the foreign language level in accordance with the regulatory decisions issued by the University Council.

6- After the student has succeeded in all the degree courses with a CGPA not less than 2.333 and the subject of the dissertation is completed, the principal supervisor then submits a report on the validity of the thesis signed by the supervisory body with a request to present to the department council to suggest forming a committee to judge the thesis. In the event that the opinions of the members of the student's supervision committee differ, the objecting supervisor writes a detailed report explaining the reason for his objection to not signing the validity report, and the scientific department studies this case and takes the appropriate decision by forming a triple committee of non-supervisors to study and write the validity letter for discussion. Then Department Council take the appropriate decision and submit it to the Graduate Studies Committee and college council.

7- Master's degree is awarded to students who pass the requirements of the degree and after discussing and approving their academic thesis by the jury committee. The grade of the courses that the student passed are recorded in the student's transcript.

Article (15):

Program study hours:

In order for the student to obtain Master's degree, he must study 24 credit hours of compulsory and elective courses in addition to 6 credit hours for the thesis so that the total number of hours to obtain the degree is 30 credit hours.

Article (16):

Supervisory Authority:

1- The College Council approves the formation of a supervisory committee for a student registered for Master's degree based on the suggestion of the department council and according to the department's research plan from among the professors or assistant professors. Teachers may participate in supervision so that the number of supervisors does not exceed four members, provided that the main supervisor is from the university. The student may choose between a number of proposed research topics according to the rules established for each scientific department. When necessary, it is permissible to seek the assistance of a faculty member who is seconded internally or who has been fully reassigned internally to supervise master's theses, provided that he is not a single or main supervisor, and faculty members who are related to the student up to the fourth degree may not participate in the supervision committee.

2- In case if the student implements his research plan partially or completely outside the university, it is permissible, with the approval of the faculty council, to participate in the supervision of a specialist with a doctorate degree or with experience in the field of specialization from the organization in which the research is conducted. In all cases, the supervisory committee shall not exceed four members, and the main supervisor must be from the university.

3- In the event that one of the supervisors of the thesis is seconded outside the university or has a vacation, he shall submit to the department council a report of the extent to which the student has reached in preparing the thesis and in light of that the council shall appoint a person to replace him or join him in the supervision. While the seconded supervisor retains his right to publish the results of the thesis in the part that he supervised according to the report submitted by him, and his right to publish is forfeited if he does not submit this report.

4- The thesis supervisors are obligated to submit a periodic report on the student's progress every six months from the date of recording the research proposal plan for the thesis. And it is signed by the supervisory committee together, and in the event that the opinions of the members of the supervisory committee differ, the supervisor who does not agree to the student's itinerary writes a single detailed report explaining the reason for his objection to the student's continued registration, and the scientific department studies the case and takes the

appropriate decision, then the reports are approved by the council of the department and the College Graduate Studies Committee. The student is notified through the College's Graduate Studies Department by the supervisory committee's opinion about his progress in the thesis (continuing registration, warning the student or canceling the registration). The student has the right to obtain a scanned copy of the report.

5- The student's registration will be canceled if three continuous periodic reports have been issued from supervisory committee indicating that his performance is unsatisfactory after sending three warnings to him, provided that the reason for dissatisfaction with the student's performance is clarified in detail in the periodic report.

6- If the supervisory committee does not comply with submitting the periodic report to the student, then this is considered as the committee's approval of continuing his registration and that the student performs his research work in a satisfactory manner. The University Council has the right to amend the supervision committee based on the proposal of the College Council after taking the opinion of the Department Council in case the supervisor does not comply with the requirements of Supervision through periodic reports to follow up on student performance.

7- Three warnings are directed to students who are not regular or who have dropped out of study after registering for the master's degree, so that the first warning is given after six months have passed from the date of discontinuation, and in the event that the discontinuation continues, a second warning is issued six months later. Then, six months later, the Vice Dean for Graduate Studies proposes to cancel the student's registration to the College Council for lack of seriousness.

Article (17):

The Examiner's Committee:

After the completion of the thesis, the supervisory committee submits the dissertation to the department council to be then presented to the college council with the following documents:

1- A report on the validity of the thesis for discussion, explaining what the researcher did, and it is signed by all the supervisors (as stated in Article 14). The supervisory committee also submits a proposal to form of the Examiner's committee. In case of traveling of one of the supervisors, the traveling supervisor sends a letter, fax, or e-mail (within two weeks) indicating his approval of what is stated in the validity report. If the response does not arrive, he is asked to send the report again, and in the event that his approval is not received within two weeks to submit the validity report, this is considered as approval.

2- Based on the proposal of the department council, the college council forms a committee to judge the thesis from three members of the professors or assistant professors, one of whom is the supervisor of the thesis and the other two members from among the professors and assistant professors in universities, and the chair of the committee is the most senior professors, and in the event of multiple supervisors, they may participate in the committee but only as one vote.

It is permissible for the two members or one of them to be from former professors or those of their scientific level who are specialists, provided that at least one of them is from outside the college for Master's theses. The formation of the Examiner's committee shall be approved by the vice president for Graduate studies and research, and it is permissible, when necessary, to seek assistance from professors or assistant professors who are seconded internally or who are fully reassigned internally to participate in the Examiner's committees as an internal examiner. It is not permissible for professors or assistant professors who are related to the student up to the fourth degree to participate in the Examiner's committee.

3- The discussion may take place in the presence of one of the representatives of the supervisory committee in the jury in case the other supervisor is unable to attend. In all cases, the dissertation must be discussed publicly in one of the halls of Alexandria University.

4- If the thesis is not discussed within three months from the date of the university's accreditation to form the Examiner's committee, the committee is re-accredited with the same members again.

5- The Examiner's committee may recommend authorizing the thesis or returning the thesis to the researcher to complete what it deems shortage, provided that it submits a collective report to the concerned department in which it is recommended that the student be given a period to complete its remarks within six months at most from the date of discussion.

6- The student is granted Master's degree after fulfilling all the requirements for granting the degree, provided that the date of registration of the student is calculated from the registration of the first course of the academic courses, and the period required for obtaining Master's degree may not be less than two years.

Chapter (5): General Rules for Obtaining Doctor of Philosophy

Article (18):

Registration conditions:

The following conditions are required for the student to register for the PhD in addition to the conditions mentioned in Article (5):

1- The student must have a bachelor's degree in Pharmacy and Master's degree in subspecialty in a branch from a university recognized by the Supreme Council of Universities.

2- Based on the suggestion of the relevant department council, the college council may accept the registration of a student who has Master's degree in a branch other than the specialty, and that after successfully passing a number of supplementary courses at the bachelor's, diploma or Master's level, which the department deems necessary. So that the number of supplementary courses does not exceed four courses, provided that they are not a prerequisite for the basic courses, and in the event that they exceed four courses, the student spends a qualifying year to succeed in these courses as a condition for enrollment in the preliminary study or registration for the thesis, and these courses are not counted for him within the hours of the program.

3- A comprehensive exam is held for the student orally in the field of specialization. The examination committee of this exam is made up of an odd number of three professors, provided that one of them is one of the supervisors of the student's thesis. The mechanism for performing the comprehensive exam for the doctoral degree is applied according to what is decided by the University Council.

The comprehensive exam aims to measure the student's ability in depth and comprehensiveness in understanding the topics of the main specialization and supporting subspecialties and aims to measure the student's methodological ability to reflect, analyze, conclude and propose appropriate solutions to the questions presented to him.

Before holding the comprehensive exam, the following is required:

- The student has successfully passed the academic courses and a cumulative average of CGPA scores not less than 2.333. If the student obtains a CGPA of less than 2,333, the student must register for additional courses or repeat some courses to improve the average score.
- The research proposal plan for the thesis is accredited.

4- After the student has successfully passed 9 credit hours of academic courses with a CGPA grade not less than 2.333 (otherwise, the student must register for additional courses or re-study some courses to improve the average grade score), the student may apply to register the research proposal plan for the thesis before

passing the comprehensive exam. The student presents the research proposal plan as a seminar to the department council. In the event that the department council approves the research proposal plan for the thesis, procedures are completed and a supervisory committee is formed.

5- The student must pass the level of the foreign language in accordance with the organizing decisions issued by the University Council, unless the student passes it while studying the Masters.

6- After the student has succeeded in all the degree courses with a CGPA not less than 2.333 and the topic of the thesis is completed, then the principal supervisor submits a report on the validity of the thesis signed by the supervisory committee with a request to present to the department council to suggest forming the Examiner's committee. In the event that the opinions of the members of the student's supervision committee differ, the objecting supervisor writes a detailed report explaining the reason for his objection to not signing the validity report, and the scientific department studies this case and takes the appropriate decision by forming a triple committee of non-supervisors to study and write the validity letter for discussion. Then Department Council take the appropriate decision and submit it to the Graduate Studies Committee and college council.

7- The PhD is granted to the student who passes the discussion of his academic thesis and all the requirements of the degree, based on the proposal of the department council and the approval of the college council. However, the grades for courses that the student have passed are listed in the student transcript.

Article (19):

Program study hours:

In order for the student to obtain a doctorate degree, he must study 18 credit hours of compulsory and elective courses in addition to the number of 20 credit hours for the thesis so that the total number of hours to obtain the degree is more than 38 hours.

Article (20):

Supervisory Authority:

1- The college council approves the formation of the supervisory committee for the student registered for a doctoral degree based on the proposal of the department council and according to the research plan of the department from among the professors or assistant professors. Teachers may participate in supervision so that the number of supervisors does not exceed four members, provided that the main supervisor is a professor from the university. The student may choose between a number of proposed research topics according to the rules established for each scientific department.

When necessary, it is permissible to seek the assistance of a faculty member who is seconded internally or who has been fully reassigned internally to supervise doctoral theses, provided that he is not a single or main supervisor, and faculty members who are related to the student up to the fourth degree may not participate in the supervision committee.

2- In case if the student implements his research plan partially or completely outside the university, it is permissible, with the approval of the faculty council, to participate in the supervision of a specialist with a doctorate degree or with experience in the field of specialization from the organization in which the research is conducted. In all cases, the supervisory committee shall not exceed four members, and the main supervisor must be from the university.

3- In the event that one of the supervisors of the thesis is seconded outside the university or has a vacation, he shall submit to the department council a report of the extent to which the student has reached in preparing the thesis and in light of that the council shall appoint a person to replace him or join him in the supervision. While the seconded supervisor retains his right to publish the results of the thesis in the part that he supervised according to the report submitted by him, and his right to publish is forfeited if he does not submit this report.

4- The thesis supervisors are obligated to submit a periodic report on the student's progress every six months from the date of recording the research proposal plan for the thesis. And it is signed by the supervisory committee together, and in the event that the opinions of the members of the supervisory committee differ, the supervisor who does not agree to the student's itinerary writes a single detailed report explaining the reason for his objection to the student's continued registration, and the scientific department studies the case and takes the appropriate decision, then the reports are approved by the council of the department and the College Graduate Studies Committee. The student is notified through the College's Graduate Studies Department by the supervisory committee's opinion about his progress in the thesis (continuing registration, warning the student or canceling the registration). The student has the right to obtain a scanned copy of the report.

5- The student's registration will be canceled if three continuous periodic reports have been issued from supervisory committee indicating that his performance is unsatisfactory after sending three warnings to him, provided that the reason for dissatisfaction with the student's performance is clarified in detail in the periodic report.

6- If the supervisory committee does not comply with submitting the periodic report to the student, then this is considered as the committee's approval of

continuing his registration and that the student performs his research work in a satisfactory manner. The University Council has the right to amend the supervision committee based on the proposal of the College Council after taking the opinion of the Department Council in case the supervisor does not comply with the requirements of Supervision through periodic reports to follow up on student performance.

7- Three warnings are directed to students who are not regular or who have dropped out of study after registering for the master's degree, so that the first warning is given after six months have passed from the date of discontinuation, and in the event that the discontinuation continues, a second warning is issued six months later. Then, six months later, the Vice Dean for Graduate Studies proposes to cancel the student's registration to the College Council for lack of seriousness.

Article (21):

The Examiner's Committee:

After the completion of the thesis, the supervisory committee submits the dissertation to the department council to be then presented to the college council with the following documents:

A report on the validity of the thesis for discussion, explaining what the researcher did, and it is signed by all the supervisors (as stated in Article 18). The supervisory committee also submits a proposal to form of the Examiner's committee. In case if one of the supervisors travels, the traveling supervisor sends a letter, fax, or e-mail (within two weeks) indicating his approval of what is stated in the validity report. If the response does not arrive, he is asked to send the report again, and in the event that his approval is not received within two weeks to submit the validity report, this is considered as approval.

2- Based on the proposal of the department council, the college council forms a committee to judge the thesis from three members of the professors or assistant professors, one of whom is the supervisor of the thesis and the other two members from among the professors and assistant professors in universities, and the chair of the committee is the most senior professors, and in the event of multiple supervisors, they may participate in the committee but only as one vote.

It is permissible for the two members or one of them to be from former professors or those of their scientific level who are specialists, provided that at least one of them is from outside the college for Master's theses. The formation of the Examiner's committee shall be approved by the vice president for Graduate studies and research, and it is permissible, when necessary, to seek assistance from professors or assistant professors who are seconded internally or who are fully reassigned internally to participate in the Examiner's committees as an internal examiner. It is not permissible for professors or assistant professors who are

related to the student up to the fourth degree to participate in the Examiner's committee.

3- The discussion may take place in the presence of one of the supervisory committee representatives in the event that the other supervisor is not present. In all cases, the message must be discussed publicly in one of the halls of Alexandria University.

4- If the dissertation is not discussed within three months from the date of the university's accreditation to form the Examiner's committee, the committee is re-accredited with the same members again. In the event that, a foreign examiner participates in the committee, this period may extend to four months, and in case the committee does not convene, the committee's composition will be changed to another committee.

5- The Examiner's committee may recommend authorizing the thesis or returning the thesis to the researcher to complete what it deems shortage, provided that it submits a collective report to the concerned department in which it is recommended that the student be given a period to complete its remarks within six months at most from the date of discussion.

6- The student is granted a doctorate degree after fulfilling all the requirements for granting the degree, provided that the date of registration of the student starts from the registration of the first course of the academic courses and the minimum for obtaining the doctoral degree is at least two years since the registration of the student's first course of study.

Article (22):

Joint programmes with other universities:

Joint certificates or degrees may be awarded with other universities in the dual program system (Double Degree or Dual Degree) or by the joint degree system according to the regulations determined by the university council.

Chapter (6): General Rules for Obtaining the Degree of Doctor of Pharmacy (PharmD)

Article (23):

Registration conditions:

The following is required for the student to register the degree of PharmD in addition to the conditions mentioned in Article (5):

1- The student must have a bachelor's degree in Pharmacy with a grade of good at least and work in hospital pharmacy upon application.

2- When the student passes the courses, the total cumulative average of the CGPA grades must not be less than 2.333, otherwise the student must re-register in some courses to improve the GPA.

3- PharmD degree is awarded to the student who fulfills all the requirements of the degree, such as courses, discussion sessions, and clinical training in a hospital and submitting a scientific article.

4- PharmD is a professional degree that does not qualify for registration for the degree of Doctor of Philosophy.

Article (24):

Program study hours:

In order for the student to obtain the degree of Doctor of Pharmacy, he must pass 26 credit hours of courses, 8 credit hours of clinical training, and 4 credit hours of scientific essay and spontaneous research.

Chapter (7): Continuing Education

Article (25):

1- The student has the right to register in courses of graduate studies through the continuing education program after approval of the department and college councils, and the university is informed of the names of students admitted to the continuing education program up to the third week of the start of the study as a maximum.

2- In the event that the student successfully passes the course and its requirements, he shall be granted a statement.

3- The student may transfer these courses to one of the postgraduate programmes if he fulfills the admission requirements for the program provided that no more than three years have passed from the date of passing the course (from accreditation of course result) for the diploma program or five years from the date of passing the course (from accreditation of course result) for the master's program or the degree of Doctor of Pharmacy, or six years from the date of passing the course (from the approval of the course result) for the doctoral program.

4- A graduate student is not entitled to enroll in the continuing education program in courses of the same degree he is registered in.

Article (26):

Exchange programmes:

1- Based on the proposal of the relevant department council and the university accreditation, the college council may allow postgraduate students to study some postgraduate courses in universities associated with Alexandria University by cultural agreements. These courses are counted within the degree awarding requirements. The student is allowed to transfer any number of these courses in which he has succeeded with a grade of C at least or its equivalent to any of the graduate studies programmes he wishes to enroll in if these courses are among the requirements of the program and the hours of these courses are included in the calculation of the cumulative average of the CGPA on the condition Not more than three years have passed from the date of passing the course (from the approval of the course result) for the diploma program, or five years from the date of passing the course (from the approval of the course result) for the master's program or the degree of Doctor of Pharmacy, or six years from the date of passing the course (from the approval of the result Course) for the PhD program

2- Based on the proposal of the relevant department council, the college council may allow foreign students enrolled in foreign universities to study some postgraduate courses in the college.

3- Based on the proposal of the relevant department council, the college council may allow professors from distinguished foreign universities to teach some postgraduate courses in the college.

Article (27):

Distance Learning:

Based on the proposal of the concerned department, the college council may allow Egyptian and foreign students to join joint postgraduate programmes with foreign universities associated with Alexandria University with cultural agreements through distance education or e-learning.

Article (28):

The college has the right to open new specialty for diplomas and for masters and doctoral degrees that are awarded by the departments after the approval of the College Council, the University Council and the competent authorities of the Ministry of Higher Education.