

## 10.6.3 Does your university as a body deliver programmes to recruit students/staff/faculty from under-represented groups?

Qassim University delivers comprehensive programs aimed at recruiting students, staff, and faculty from underrepresented groups to foster a diverse and inclusive academic environment.

### **A) Student Recruitment Programs:**

The university has a variety of scholarships and financial aid packages specifically designed to attract and support underrepresented students, ensuring that all qualified individuals, regardless of their socio-economic background, have the opportunity to pursue higher education. Additionally, Qassim University offers bridge and preparatory programs to assist students in their transition to university life. These programs include mentoring, academic advising, and tutoring services, which help students adjust to the academic demands of university life and integrate smoothly into the university community.

### **B) Faculty Recruitment Programs:**

To increase faculty diversity, Qassim University has implemented targeted recruitment initiatives. The university actively participates in diversity-focused academic conferences, engages with diverse academic networks, and recruits scholars who have a proven commitment to diversity and inclusion. Furthermore, Qassim University provides professional development programs for all faculty members to support their growth and ensure an inclusive, equitable learning and teaching environment.

Through these initiatives, Qassim University strives to create an environment that reflects a broad spectrum of experiences, cultures, and perspectives, contributing to a more inclusive academic community.

## Program for finding Jobs for the Students

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

This program aims to:

1. Providing students with the opportunity to demonstrate their inherent talents and to acquire practical skills through their practice and responsibility and increase their self-confidence.
2. Providing opportunities for students to earn a financial income to overcome the financial problems that hinder the completion of university studies due to the interruption of the university reward to help him continue his education or the existence of financial obligations that require the provision of other income. The Department has prepared an information leaflet for this program.

## International Students

The Department of Scholarships for Non-Saudis at Qassim University is based in its work on the regulation issued by the Council of Ministers No. (94) dated 29/3/1431 AH, and is concerned with the following:

### First: Scholarships are divided into two parts:

- A-Internal scholarships for students residing in the Kingdom of regular residence.
- B - External scholarships for students outside the Kingdom.

### Second: Objectives of the scholarships:

- 1- Teaching the Arabic language, and spreading the culture of moderation and moderation.
- 2- Preparing specialized scientists active in their communities in all disciplines.
- 3- Attracting scientifically distinguished students to achieve diversity and enrich scientific research.
- 4- Establishing scientific and cultural ties with educational institutions, Islamic and scientific bodies and institutions in the world, and documenting them to serve humanity.
- 5- Strengthening solidarity between the Kingdom and the countries of the world.
- 6- Introducing students to the Kingdom and the scientific, economic, political, social and health renaissance it is witnessing.

### Third: Admission Requirements:

- 1- Internal and external scholarship students shall be subject to the admission requirements applicable to Saudis in higher education institutions.
- 2- The admission of students of external scholarships requires the following:
  - a. The age of the student shall not be less than (17) years and not more than (25) years for the undergraduate stage and the Institute of Teaching Arabic Language or its equivalent, (30) years for the master's degree, (35) years for the doctoral stage, and the Council of the educational institution may make an exception from that.
  - In. The student allowance government must approve the study in the Kingdom for countries that require this for Saudi students.
  - c. The student should not have received another scholarship from one of the educational institutions in the Kingdom.
  - W. Certificates and identification papers must be certified by the competent authorities determined by the educational institutions.
  - C. To bring a certificate free of precedents from the security services in his country. Going to. Not to be dismissed from one of the educational institutions in the Kingdom.
  - X. The student must be with a mahram, in accordance with the instructions regulating this, provided that he is covered by a scholarship, has a regular residence, or submits to the register of an employer in need of his services.
  - D. To pass the medical examination prescribed by the regulations and instructions.
- 3- The Council of the educational institution shall set the executive rules governing the admission of scholarship students from within, taking into account the following:
  - a. The student must obtain the approval of the person who has his record to study in the educational institution.
  - In. The student must be a regular resident in the Kingdom.

### Fifth: Submission of grant applications:

- a. The Kingdom's embassies and representations abroad.
- In. Higher education institutions in the Kingdom.

#### Sixth: Procedures for accepting scholarship students:

1- The Kingdom's embassies and representations abroad shall receive scholarship applications submitted to them in accordance with the principles approved by the Standing Committee formed in the Ministry of Higher Education, and after verifying those applications, the Ministry of Foreign Affairs shall refer them to higher education, provided that this is within the specified periods, and applications for admission will not be accepted, as agreed upon in the Standing Committee.

2- The Ministry of Higher Education refers the names of students nominated for study to the Ministry of Foreign Affairs, to complete the initially accepted students by reviewing the Kingdom's representations in their countries to complete the visa procedures.

3- In the event that scholarship applications are received from abroad to higher education institutions in the Kingdom, the Ministry of Higher Education, after fulfilling the conditions prescribed by law, sends the names of the nominated students to the concerned authorities and the Ministry of Foreign Affairs and takes measures in accepting them.

#### Seventh: Advantages of scholarships.

a. Health care for him and his family members – if he settles Sustain them to stay with him – which is provided to citizens, and provided by the educational institution if the regulations so require |.

In. Payment of a two-month reward for processing upon arrival.

c. Payment of a three-month graduation allowance for shipping books.

W. The advantages enjoyed by his counterparts from the students of the educational institution.

C. Treating the scholarship student who is regular in the Institute for Teaching Arabic to Non-Native Speakers - in financial benefits - as university students from his counterparts in theoretical disciplines. Going to. The educational institution provides him with reduced diets.

X. Providing housing and appropriate scientific, social, cultural and training care.

D. Disbursement of tickets stipulated in the financial regulations of the educational institution and the educational institution may compensate him with their value if submitted at his expense, provided that the compensation does not exceed the value of the ticket paid to his colleagues from the same country.

Statistics of scholarship students:

#### A. Internal Scholarships:

Nationality	Number
Jordan	18
Eritrea	4
Australia	2
Afghan	2
Emirati	2
Indonesia	1
Pakistan	6
Bangladesh	1
Chadian	32

Sudan	16
Syria	48
Somalia	3
العراق	2
عمان	1
فلسطين	39
كندا	1
الكويت	2
مصر	67
نيجيريا	3
الهند	1
اليمن	64

ب: – المنح الخارجية

Nationality	Number
Jordan	2
أوكرانيا	2
Pakistan	3
البحرين	1
بنجلادش	1
تشاد	3
الجزائر	1
سانت فنسنت	2
Syria	5
Somalia	2
الفلبين	9
فلسطين	1

الكويت	12
مصر	8
نيجريا	2
اليمن	39

## Female Student Transport Unit

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

It organizes and supervises the transfer of female students. The unit provides public .and private transportation for them The unit also performs the necessary screening for the selection of drivers by examining the CVs of the drivers and determining the validity of the buses to work or not, according to the criteria set by the unit, and included in the contract with the transport contractor at the university. The unit also registers female students wishing to benefit from the transport service, and issue drivers 'data cards and student cards using the public transport service, which contains the student's name and the vehicle number assigned to it, as well as issuing lists of students' names for each bus, to facilitate dealing with them.

For more information, you can visit our website: [www.qu.edu.sa/sad](http://www.qu.edu.sa/sad)

## Charter of Rights

### University Student Rights

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

#### A- In the academic field

- 1- Receiving a student guide that provides information about the University, and its systems and facilities.
- 2- A Party reception for newcomers.
- 3- The education received by students will be evaluated and their observations will be used to improve the quality of teaching at the University. The students will evaluate the courses that they have studied and the faculty members who have taught them (the evaluation questionnaire is showed in the appendices) provided that the student deals with this credibly and is free from personal, partisan and tribal influences.
- 4- Providing the appropriate study environment so students can study and learn easily by providing all the educational capabilities available to serve this goal.
- 5- Obtaining the scientific material and knowledge associated with the university courses taught in accordance with the university rules and regulations governing academic work.
- 6- Obtaining the study plans in the faculty or department and the specializations, as well as reviewing the study schedules before the start of the study, conducting his/her registration in the courses offered to the student by the system, providing the rules of registration, taking into account the prioritization of registration in accordance with fair controls when it is not possible to achieve the wishes of all students.

7- Dropping or adding any course, dropping the entire semester as provided by the system of study and registering to the university within the specified period and announced to students.

8- Faculty members of the university will be committed to the dates, times of lectures to meeting the scientific and practical hours and they should not cancel the lectures or change their times unless necessary. In case of a cancellation of any lecture for whatever reason, an alternative lecture on those canceled or absent by the faculty member to complete the course would be given, after coordination with the students and the department.

9- Appropriate scientific inquiry and discussion with faculty members without censorship or punishment, whether during the lecture or during the announced office hours to meet the students.

10- The test questions should be within the course and its contents and the issues raised or referred to during the lectures. The distribution of grades would be balanced and logical in order to achieve a fair assessment of the student's abilities.

11- Conducting all the tests that are held for the course unless there is a legal obstacle that prevents them from being conducted in accordance with the relevant regulations and instructions.

12- The student will be provided the key answer to the questions of the quarterly tests and the distribution of scores on the parts of the answer, which is based on the assessment of student performance before the final test of the course.

13- The student has the right to review his answer sheet in the tests according to the regulations and decisions issued by the university in regulating the mechanism of that review and its controls.

14- Facilitate obtaining all his rights within the university by the administrative or academic bodies in accordance with the regulations and rules of the university.

15- The student will be provided the results obtained in the monthly, quarterly and final tests performed after emptiness corrected and adopted.

16- The commitment of faculty members, staff and employees of the university employees to respect the student and give him all his academic and literary rights.

17- Adopting the electronic system in monitoring grades and limiting absence to be monitored regularly and not be delayed more than a week.

18- Notifying the student of the total grades of his work quarterly and practical before entering the final exam.

## B- In the non-academic field

1- Enjoy the benefits and social welfare provided by the University and participate in the activities established there in by the regulations and university

rules governing it.

2- Access to adequate health care through treatment within hospitals and health centers affiliated with the university.

3- Utilize the services and facilities of the university (e-book libraries, gym hall,

cafeteria,, etc.) according to the rules and regulations of the university.

4- Obtaining the financial incentives and rewards prescribed by law, especially for the superior student.

5- Nomination for training courses and programs and internal and external trips and increase his participation in cultural activities as well as participation in community service activities and volunteer work.

6- The complaint or grievance of any matter that affects the student about a faculty member, department, college, or any of the University units, and the submission of the complaint or grievance by the rules governing the unit for the protection of Student Rights and enable the student to know the status of his complaint.

7- Enable him to defend himself before any party in the university in any disciplinary case filed against him. The student will not be sentenced until after hearing his statements unless it proves that his absence was an unacceptable excuse after being summoned for the second time.

8- Grievance against the disciplinary decision issued against him by the rules established in this regard under the provisions of disciplining students.

9- Maintain the contents of his file inside the university, dealing with it with care, not handing it over to anyone except to the student or his guardian or whoever delegates that file by the investigating authorities or the judiciary or another government agency. The contents of his file may not be disclosed or published unless such publication is the result of a disciplinary punishment against the student.

10- The right of the student with special needs to receive appropriate and appropriate service according to the rules and regulations in force.

## Types and Mechanisms of Student Committees

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

**First:** Higher Student committee chaired by the University Rector:

This committee is represented by all faculties of the University, and it is divided into two separate sections:

**i- A committee for male students.**

**ii- A committee for female students.**

Each council is composed of a representative from each college of the University (the total number is determined). Upon the proposal of the Dean of Student Affairs, the University Rector may add three outstanding students to the University Committee.

This procedure applies to the student committee. Each college in the Supreme Student Advisory Committee is represented by a member of its Advisory Council who was chosen by election.

**Second:** A student committee in each college of the university (in addition to the Deanship of Graduate Studies and the Deanship of Community Service).

Each Committee shall be composed of the following, subject to the following conditions:

- 1) The Dean of both male and female Colleges as President.
- 2) One of the vice deans who is concerned with student affairs as a member.
- 3) Number of elected college students that must not be less than 10 and not more than 15 students.
- 4) All sections shall be represented in the Council and this shall be taken into account in the election process to determine the seats for each section.
- 5) The Deanship of Student Affairs, in coordination with the Deanship of each college, may add two distinguished students to the Council.
- 6) At the suggestion of the College or its elected students, a faculty member may be added to the Council to benefit from his experience.
- 7) The Board may add administrative staff when it deems necessary to achieve its certain objectives.
- 8) Paragraph six and seven shall be agreed upon after holding the first session of the Council with the Deanship of the College.
- 9) A student council representative may attend the college council when necessary or when there are issues that concern the student council.
- 10) Female students shall have another council headed by the Dean of the female college or the Dean of the male college. The Dean may delegate one of his vice deans to act on his behalf as the chair of the Council.

## International Students

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

The international students are divided into two types:

- International students live in the kingdom with official Ikama
- International students from outside the Kingdom and have educational grants

**Qassim University cares for both types of international students, and established many units and vice-deanships to guide and help them.**

These are demonstrated as follows:

- **Grant Unit in the Deanship of Student Affairs.**

This unit looks after the receiving the applications for studying in the University, issuing the visa from the responsible body, After students are officially admitted to the University, the Unit receives them, arranges for their subsistence and accommodation in the University housing, and provide the social care for them, organizes the educational environment and the suitable medical care and whatever helps them to be familiar with the University atmosphere.

- **Unit of Teaching the Arabic Language or non-Arabic speakers in College of Arabic Language and Social Studies.**

It cares for the international students and offer Arabic Language Diploma as a second language. During this Diploma, they practise listening, conversation, reading and writing in multilateral Arabic language.



- **Vice-Deanship of Admission and Registration for grants student affairs**, which care

for:

1- Activating mechanisms of attracting the distinguished international students. The university used to form committees from the faculty to attract the international students from their countries and meet them as it is keen to attract the talented and creative students. The University found that it enough to use the Admission Gate of the Higher Education Ministry and nominating the students through the Saudi Culture Councils as governed by the related regulations regarding the admission of the non-Saudi grant students in the Saudi higher education in the Kingdom. The University cooperates with the Islamic centers all around the universe, which nominate students for joining the University. Thereafter, the University investigates their files to check their experiences, skills, grades and validity to join the University.

2- Application of the rules of admission of the international students as per the regulations of admitting the non-Saudi grant students in the Saudi higher education in the Kingdom.

3- The processes of admission of the students, registration, issuing the academic numbers and IDs of the international students.

4- Following up the academic status and progress of the international students.

**The University presents the supporting programs for the international students to get them familiar with the University society and Al-Qassim region** through the Orientation and Guidance Directorate in the Deanship of Student Affairs, preparation programs for new students, and Academic Advising and Orientation units in the colleges. It follows up their academic grades and progress, and checks the satisfaction of graduation requirements through the electronic system in the Admission and Registration Deanship.

**Also, the University provide the social and free medical care through the Medical Services Directorate of the University. it periodically explores their opinion and the level of satisfaction about the University services offered to them.**

## Grants and Incoming Students Care Unit

<https://qa.qu.edu.sa/files/shares/handbooks/Student%20Manual.pdf> [1]

This unit manages the affairs of scholarship students and expatriates who study at the university and come **from different nationalities and have different customs, traditions and perceptions, which requires diligence with them to point out some religious issues, regulations and instructions regarding their study.**

The unit also tries to take care of any problems that they are facing by trying to find them solutions in order to create a comfortable atmosphere that helps the students towards their academic achievements and builds a fruitful personality regarding their thoughts and behavior .

This unit follows up the administrative procedures necessary for the arrival and travel of scholarship students and their ticket payments. It also coordinates with the concerned authorities and departments, as well as work on the completion of academic procedures to start the study of scholarship students and expatriates. The unit helps them find the right housing, prepare them socially, and overcome the problems they face. The unit is also keen to work on programs that aim to integrate scholarship students and expatriates with the university community.