



**COLLEGE OF NURSING
JEDDAH**
KING SAUD BIN ABDULAZIZ
UNIVERSITY FOR HEALTH SCIENCES


Bachelor of Science in Nursing (BSN) PROGRAM

COLLEGE OF NURSING STUDENT HANDBOOK

2023 - 2024



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<https://conj.ksau-hs.edu.sa> 



Contact

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College Website

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Undergraduate Program

Under Academics website:

https://conj.ksau-hs.edu.sa/index.php?option=com_content&view=article&id=417&Itemid=504

Under Alumni unit website:

https://conj.ksau-hs.edu.sa/index.php?option=com_content&view=article&id=629&Itemid=691



Dean's Welcome Message

Greetings!

It is with great honour and privilege to welcome you to the College of Nursing – Jeddah at King Saud bin Abdulaziz University for Health Sciences (KSAU-HS).

Our College was established at the beginning of the Fall Semester 2006/2007 under (KSAU-HS) to provide Bachelor of Science in Nursing (BSN). The College is philosophically consistent with the KSAU-HS's mission to be a center of excellence in teaching, research, clinical practice and service to the community. The specific aim of the College is to contribute in overcoming the shortage of national nurses in Saudi Arabia and enhancing the quality of care through the professional excellence of our graduates. In addition, the CON has established Master of Science in Nurse-Midwifery program (MSNM) in 2016-2017, with the mission to prepare clinically, scholarly and culturally competent nurse midwives who provide quality care to women, newborns, families, and communities.

You will enter the noble profession of nursing as future Saudi nurses with the utmost pride because we are committed to our mission by inspiring professionals and students through an interdisciplinary approach while developing skilled clinicians, leaders, educators, researchers, and innovators in nursing. Our programs are designed with advanced curricula at both the undergraduate and graduate levels, supported by innovative simulation technologies and clinical experience. We prepare nurses with high quality nursing education, professional practice and leadership skills to provide holistic healthcare, conduct research, and promote health in communities.

In addition, collaboration have also been established to utilize clinical learning opportunities at other health institutions and in alignment with vision 2030 of Kingdom of Saudi Arabia, we are aiming to have a transformation in the nursing profession towards the preparation of our students to strengthen clinical and leadership skills to function independently as professional nurse.

I wish you success on your learning journey and may you gain valuable experience that will enable you to face the world as an educated individual with confidence and a proud professional nurse.

Dr. Hend Alnajjar

Dean, College of Nursing-Jeddah
King Saud bin Abdulaziz University for Health Sciences



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Introduction

The Colleges of Nursing consists of three colleges located in three campuses within the King Saud bin Abdul-Aziz University for Health Sciences (KSAU-HS) in Saudi Arabia. The Colleges were established by Royal Decree number 18226 dated 11/9/1422H (2001). The College of Nursing – Riyadh was established in March 2002 and it is located in the Central Region of Saudi Arabia. College of Nursing - Jeddah was established in September 2006 and it is located in the Western Region. The College of Nursing – Al-Ahsa was established in September 2008, and it is located in the Eastern Region

KSAU-HS Vision, Mission, Values & Objectives

KSAU-HS mission, vision and core values are prepared with the consideration of Islamic values, societal perspectives, Saudi Vision 2030, national development plan and strategic goals, policies, and future plan for higher education in the Kingdom of Saudi Arabia, national and international accreditation requirements, and stakeholders' inputs. These statements aim toward ambitious and balanced transformation to address the national requirements while keeping the global dimension. Based on the above, the mission, vision and core values were formulated.

Vision

A globally leading health sciences University ambitiously serving the nation's health.

Mission

The University aims to graduate distinguished healthcare professionals, pursue synergistic advanced health sciences education and innovative research, and promote effective community partnership.

Core Values:

- Ethical behavior: honesty, respect, and fairness.
- Teamwork: effective collaboration and communication.
- Accountability: fulfilling duty.
- Transparency: integrity and clarity.
- Excellence: quality performance, innovation and creativity.
- Social Responsibility: act in the best interest of the nation's health



Bachelor of Science in Nursing & Goals

Mission

BSN program prepares nurses with high quality nursing education, professional practice, and leadership skills to provide holistic healthcare, conduct research, and promote health in communities.

Program Goals

1. Equip students with in-depth knowledge and skills to provide high quality nursing care in various health settings
2. Conduct research relevant to nursing profession and health issues.
3. Enhance stakeholders' involvement in community services



Program Description

It is a 5 years' program that consists of coursework and internship. The first four years are coursework that are divided into 12 levels with total credit hours of 140. The last year is an internship

Graduate Attributes

- Comprehensive nursing knowledge.
- Critical thinking and decision making.
- Proficiency in research.
- Patient-Centered Care.
- Professional Communication.
- Professional ethical practice.
- Multidisciplinary teamwork.
- Life-long learning.
- Diversity and Community engagement



BSN Program Learning Outcomes

Knowledge and Understanding:

- Identify concepts of basic, health, social and humanistic sciences that contribute to nursing discipline.
- Discuss integrated nursing knowledge that contribute to nursing practice and research related to health needs of individuals, families, and communities across the lifespan.

Skills:

- Apply knowledge and critical thinking skills to investigate problems and develop solutions related to nursing practice within health care context.
- Employ evidence-based decisions to deliver holistic nursing intervention for individuals, families, and community.
- Conduct research relevant to nursing practices and healthcare needs across the lifespan.
- Demonstrate professional communication skills and utilize digital technology in nursing education, practice, and research.
- Use mathematical and statistical formulas in nursing research and practice.
- Demonstrate holistic and safe nursing care to meet the health needs of individuals, families, and communities across the lifespan.

Values, Autonomy, and Responsibility:

- Possess life-long learning, teamwork and effective leadership skills to provide safe practice and meet the health needs of individuals, families, and communities.
- Exhibit Islamic values, as well as ethical and cultural competencies in nursing practice.



Curriculum Study Plan

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours
Level 1	ENGH 101	English Communication Skills	Required	None	3
	ENGH 102	English Grammar I	Required	None	3
	ENGH 103	English Reading and Vocabulary	Required	None	2
	ARBC 101	Arabic Language Skills 1	Required	None	2
	ISLM 101	Islamic Culture	Required	None	2
Level 2	ENGH 111	English Academic Writing for Health Sciences I	Required	ENGH 101 ENGH 102 ENGH 103	4
	ENGH 112	English Grammar II	Required	ENGH 101 ENGH 102 ENGH 103	2
	CHEM 111	Chemistry for Health Sciences I	Required	ENGH 101 ENGH 102 ENGH 103	2
	PHYS 111	Physics for Health Sciences I	Required	ENGH 101 ENGH 102 ENGH 103	2
	ARBC 102	Arabic Language Skills II	Required	None	2
Level 3	ENGH 113	English Academic Writing for Health Sciences II	Required	ENGH 111	4
	ENGH 114	English Grammar III	Required	ENGH 112	2
	CHEM 112	Chemistry for Health Sciences II	Required	CHEM 111	2
	PHYS 112	Physics for Health Sciences II	Required	PHYS 111	2
	BIOL 111	Biology for Health Sciences	Required	ENGH 101 ENGH 102 ENGH 103	2
Total					36



Curriculum Study Plan

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours
Level 4	ENGH 211	English Academic Writing for Health Sciences III	Required	ENGH 113 ENGH 114	3
	BIOS 211	Biostatistics	Required	ENGH 101 ENGH 102 ENGH 103	2
	TERM 211	Medical Terminology	Required	ENGH 101 ENGH 102 ENGH 103	2
	BCHM 212	Basic Biochemistry for Nursing	Required	CHEM112 BIOL 111	3
	PNUR 211	Anatomy & Physiology for Nursing I	Required	CHEM 112 BIOL 111	2
Level 5	BCHM 218	Advanced Biochemistry for Nursing	Required	BCHM 212	2
	COMP 211	Computer Science and Health Informatics	Required	ENGH 101 ENGH 102 ENGH 103	3
	PNUR 212	Anatomy & Physiology for Nursing II	Required	BCHM 212 PNUR 211	3
	BNUR 211	Fundamentals of Nursing I	Required	BCHM 212	3
Level 6	BNUR 212	Fundamentals of Nursing II	Required	BCHM 218 PNUR 212	5
	PNUR 213	Pathophysiology for Nursing	Required	BCHM 218 PNUR 212	3
	BNUR 213	Nutrition	Required	BCHM 218 PNUR 212	2
	PNUR 214	Microbiology for Nursing	Required	BCHM 218 PNUR 212	3
Total					36



Curriculum Study Plan

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours
Level 7	BNUR 301	Health Assessment	Required	None	4
	BNUR 311	Nursing Research and Evidence-Based Practice	Required	BIOS 211	3
	BNUR 302	Introduction to Pharmacology	Required	None	3
Level 8	BNUR 303	Nursing Care of Adults I	Required	None	6
	BNUR 304	Introduction to psychology	Required	None	2
	BNUR 305	Introduction to Epidemiology	Required	None	2
Level 9	BNUR 306	Nursing Care of Adults II	Required	None	6
	BNUR 307	Introduction to Nursing Informatics	Required	None	2
	BNUR 308	Normal Growth and Development	Required	None	2
	ELEC	Elective courses to choose from:	Elective	None	2
	ELEC 301	Lifestyle Modification in Chronic Illness			
	ELEC 302	Palliative Care			
ELEC 303	Family Health and Child Protection				
Total					32



Curriculum Study Plan

Level	Course Code	Course Title	Required or Elective	Pre-Requisite Courses	Credit Hours
Level 10	BNUR 411	Psychiatric and Mental Health Nursing	Required	BNUR 303 BNUR 306	5
	BNUR 412	Critical Care Nursing	Required	BNUR 303 BNUR 306	6
	BNUR 413	Applied Nursing Research I	Required	BNUR 311	2
Level 11	BNUR 414	Maternity Nursing	Required	BNUR 303 BNUR 306	6
	BNUR 415	Pediatric Nursing	Required	BNUR 301 BNUR 306 BNUR 308	6
Level 12	BNUR 401	Nursing Management and Leadership	Required	None	4
	BNUR 416	Community Health Nursing and Health Education	Required	BNUR 414 BNUR 415	5
	BNUR 417	Applied Nursing Research II	Required	BNUR 413	2
Total					36



Description of Courses

All courses offered in BSN program are listed in relation to course title, course code, course description, and learning outcomes. The number enclosed in parentheses indicates the number of credit hours for the courses.

Admission and Registration

The process of admission and registration is started by the deanship of admission and registration.

Admission Requirements

- Saudi nationality.
- Not exceeding 3 years since high school graduation.
- High school cumulative GPA not less than 90%.
- Passing the personal interview and medical examination.
- Applying for Admission to the scientific field for students (Achievement test) that is provided by the National Center for Measurement, Evaluation in Higher Education and Aptitude Exam.
- The weighted percentage of admission GPA should be equal or above 83%.
- Submitting of a copy of original certificate of secondary education (GCSE) is a prerequisite for admission
- [Deanship of Admission and Registration Link](#)



Students' Academic Rights

Getting the student handbook that provides information about the university, its policies and facilities including other student right bylaws [Study & Examination Bylaws](#)

- a) Organizing an orientation program for the freshmen at the beginning of the academic year.
- b) Upon admission at the college, a student can be given a certified study plan that indicates the number of credits, levels, courses, and the graduation requirements (Upon request).
- c) Each faculty has to clarify for the students in the first lecture the course contents, objectives, topics, and achievable skills, testing and assessment methods.
- d) Participating in the assessment of the provided education and using the feedback to improve the education quality at the university.
- e) Creating a suitable environment for a better understanding and achievement by
- f) Providing all the available learning materials.
- g) Having access to the schedules before the beginning of the academic year and the registration procedures for the available courses
- h) Faculty members have to adhere to the time of the lectures and exams and fulfil all the academic hours of the courses. If necessary, faculty may change the time of the lectures or cancel them provided that the students are familiar with that. Cancelled lectures as well as the lectures in which the faculty was absent have to be delivered again upon coordinating with the concerned department and students.
- i) Having the opportunity to discuss with the faculty all the student-related questions and performance during the lectures or office hours without penalizing the students.
- j) Exam questions have to be in accordance with the course objectives and are taken from the course syllabus or the topics that have been raised during the lectures. The marks of the exams have to be distributed logically to guarantee a fair assessment of the students' skills.
- k) Conducting all the exams unless there is a reason specified in the rules and regulations in this matter.
- l) The students can get feedback about the midterm exams before the final exam upon completion of grading.
- m) The students have the right to request a second revision of their exam after it has been submitted in accordance with Study and Examination bylaws.
- n) Helping the students to get all their rights on campus by the administrative and academic authorities in accordance with the university rules and regulations.
- o) All faculty and staff members have to respect the students and give them all their academic and moral rights.



Non-Academic Rights

- a) Students have the right to be treated fairly and with dignity as well as creating a peaceful and safe learning environment. In addition to protecting students from discrimination and threatening.
- b) Issuing an identification card to have access to all the services provided by the university in accordance with the policies.
- c) Students have the right to be protected against improper disclosure of their education records and personal information.
- d) Participating in all campus activities according to the university rules and regulations.
- e) Students have the right to access medical care in all university-related hospitals and clinics.
- f) Having access to all the university services and facilities in accordance with the university rules and regulation
- g) Students have the right to get all the legal financial rewards and stipends
- h) Students have the right to participate in workshops, domestic and abroad programs, and trips as well as the cultural activities, local community services and voluntary work.
- i) Students have the right to file a complaint regarding any matter against any faculty, unit in accordance with the rules and regulations specified in *student right bylaws*. Students should be enabled to follow up with their complaints with the concerned department in the university.
- j) Students can complain about a disciplinary action to be taken against her as per the *student right bylaws*.
- k) Student's file and its contents must be kept within the university and must be handled with integrity. No file contents will be handed except to the student, her parents, or any government authority whose regulations stipulate that. None of the file contents should be exposed or published unless this is part of the disciplinary action taken against the student.

For full students' Rights and responsibilities, please refer to the below link:

[Students Bylaws](#)



Academic Affairs Department

Registration & Scheduling Process

1. Students' registration in courses will be entirely automatic before the start of each academic semester (unless they are academically dismissed) and will not require academic advisors' approval or confirm\ of registration by the Academic Affairs.
2. Each student is responsible for the courses she has been registered in. Students' attendance will be taken and counted from the first day of the beginning of classes.
3. Any student who is not able to attend the classes must apply for the college's approval to drop the semester. Otherwise, the student will be considered as failed in all registered courses.
4. Both students and their related academic advisors will receive the students' registered
5. course schedules through the SIS during the week preceding the beginning of classes.

Academic Bylaws

- Academic Bylaws
- Study and Examinations Bylaws
- Students' Rights and Responsibilities Bylaws
- Academic Policies and Procedures
- Students' Engagement
- Academic Counselling

<https://ksau-hs.edu.sa/English/Deanships/Dqm/Pages/Projects/AcademicBylaws.aspx>



Academic Counsellor

1. Upon admission to the college, every student is assigned to an academic counsellor who is available to answer questions about courses and program, to review the past, current, and proposed course work, to guide educational and career planning and to help with academic-related problems.
2. All students must be officially notified about their assigned academic counsellor through the SIS.
3. The academic counsellor must contact the students assigned to her to schedule the counselling appointments.
4. All students must meet with their academic advisors several times during each semester to review their progress, or to consult for any other study or related issues.

- **Shawrni System:** <https://shawrni.ksau-hs.edu.sa/>

Students are expected to:

1. Set time for scheduling advisory meetings with the academic counsellor.
2. Be open-minded to the academic advisors' recommendations and be willing to act on areas that require improvement.
3. Read all the college communications and meet all college deadlines that might affect their academic performance.

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Student Attendance & Absenteeism

Three letters of absenteeism warning will be sent to the student by SIS as follows:

- **At a rate of (10%) absenteeism the first letter of warning.**
- **At a rate of (15%) absenteeism the second letter of warning.**
- **At a rate of (20%) absenteeism the third letter of warning.**
- In each given semester **25 % rate of absenteeism** for each course is considered the maximum to be reached.
- Students with absenteeism **not greater than 25%** in a specific course during the semester shall be deprived from taking the final examination and will be considered as a failure in the course and will be given the denial grade (DN).
- The names of DN students are announced five business days' minimum before the exams and giving the students the right to appeal within five business days after that date of announcement.
- Sick leaves (original copy) must be submitted to the Student Affairs Department within a week from the date of the absenteeism notification and copy must be submitted to the course coordinator and Academic Affairs as soon as the student reports back to classes. Student Affairs Department should notify Academic Affairs about the sick leave immediately.
- Sick leaves must be from governmental hospitals.

Attendance Clinical site :

1. Attendance in all scheduled clinical and lab experiences are expected.
2. Transportation to and from home, clinical, lab and college classes is the student's responsibility.
3. Students are expected to:
 - Participate in the required clinical experiences necessary to develop nursing skills.
 - Care for a variety and sufficient number of patients (As indicated in each course logbook).



Assessment & Examination

Course requirements and mark distributions are incorporated in the course and field specifications, and clinical logbooks, which are posted into the blackboard at the beginning of the semester. Academic advisors review requirement in each semester with each advisee. All assessment and examination material are conducted, monitored, and stored in the assessment unit.

Rules & regulations

- The date of the midterm exams and the distribution of assignments, and participation are announced by the course coordinator at the beginning of each semester as per the course specification.
- The student can get feedback about the midterm exams before the final exam upon completion of grading.
- Students have the right to object to their grade within five working days from the date the midterm- exam is posted.
- The student should not have previously made five requests of result review of final exam answer papers in courses they have already studied.
- Students have the right to submit an official appeal to the Associate Dean/ Dean for result review of the final exam answer papers within ten working days after the final exam grades are announced.
- If the student approves the accuracy of exam correction, they sign on their appeal. If the student disapproves the accuracy of the exam correction, the appeal will be submitted to the associate dean of academic affairs or a delegate.
- The maximum number of result review requests by a student is limited to TWO requests in one academic year.
- Any student cannot request more than total of three exam review during her college study if all the three revisions proved to be related to inaccurate complaints.
- The grade calculated for the student who is absent from the final examination without accepted excuse shall be zero in the exam.
- Students who are absent from the final examination in any course and the College Council or whoever it delegates accepted their excuse shall be given the grade they obtain after sitting for the re-sit exam.
- Students cannot enter the final exam half an hour after its commencement and are not allowed to leave the room during the first half an hour after the exam begins.
- Cheating or attempting to cheat in an examination and/or violations of instructions and examination procedures are actions subject to punishment in accordance with disciplinary rules issued by the university.



- Students should be on time for each examination.
- Students must continue following the dress code policy during the examination.
- Students are not allowed to bring any bags/books into the examination rooms.
- No electronic devices such as electronic dictionaries and smart watches will be permitted into the examination room.
- Calculators may be allowed if the examination requires a mathematical solution.
- Students are expected to bring enough pens, pencils, rulers and erasers for use during the examination. Sharing of such items is not permitted during an examination.
- Students should turn off all mobile phones during the examination.
- The course instructor will be available during the first 15 minutes and last 30 minutes of the examination time to answer questions.
- Students in need of the toilet must be escorted during the examination.
- When a student withdraws from CON or drops the semester, all registered courses will be given "Withdrawn" grade, code "W".
- Students whose absenteeism exceeds 25% in a specific course are prohibited from taking their final examination for that course and hence will be given "Denied" grade, code "DN"

Re-set Assessment:

An examination that is administered for Student who provide legitimate reason specified by the College Council or any authorized body.



Grading System

Course	Assessment task	Percentage of Total Assessment Score
Theory Courses	Written Exams:	
	Quiz	10%
	Midterm	25%
	Final	40%
	Course assignment	20%
	Professional conduct and attendance	5%
	Total	100 Marks
Clinical Courses	Quiz	5%
	Midterm OSCE	20%
	Assignments	11%
	Clinical Performance	17%
	Professionalism and attendance	7%
	Final OSCE	15%
	Final written exam	25%
	Total	100 Marks
Clinical Courses with Lab	Written Exams:	
	Quiz	5%
	Midterm	20%
	Midterm OSCE	5%
	Course assignment	11%
	Clinical: Competencies evaluation	12%
	Professional conduct and attendance	7%
	Final OSCE	15%
	Final	25%
	Total	100 Marks



Graduation Requirements:

In order to be awarded the bachelor's degree in nursing, the student must have a cumulative GPA of 3.75 out of 5.0; must successfully complete all the courses taken for credit as an BSN student.

Academic Record:

The statement of the students' academic progress should include courses studied in each semester with course code, numbers, title and specified credit hours, and the grades obtained (with values and symbols). The record will indicate semester GPA, the cumulative GPA (CGPA), and the overall grades.

Academic Warnings and Dismissal:

The student shall be dismissed from the university in the following cases:

- If they have got maximally three consecutive probations because of their decreasing CGPA to less than (2.0 out of 5), and the College Committee can give a fourth opportunity to those who can raise their CGPA by studying the available courses.
- If the student did not complete the requirements of graduation at most within half the period prescribed for graduation in addition to the period of the program, the College Committee or whomever it delegates may give the student an exceptional opportunity to complete the graduation requirements within a period that should not exceed twice the allocated period for graduation, provided that the student raises their CGPA to the average that entitles them to graduate from their college when given the opportunity.

Incomplete Grade:

A temporary grade is given when the student cannot complete a course in due time. Its symbol in the academic record is (IC). The "Arrangement to Resolve a Grade of Incomplete" form must be completed prior to the end of the semester. The course must be completed by the next semester, otherwise unless alternative provisions are made, a grade of F will be assigned



Dropping a Semester:

A student who discontinues study within a semester is not regarded as having failed if she produces a justifiable reason to the program Committee or the College Council at least 4 weeks before the final exam in the concerned semester.

Postponement of Study:

A student may postpone studies prior to the beginning of a semester for a valid reason acceptable to the Program Committee or College Council provided that the period of postponement does not exceed two consecutive semesters or a maximum of four non-consecutive semesters during the prescribed period of study in the College, otherwise the student will be dismissed from the program.

Discontinuation of Studies:

If a student discontinues her studies within a semester without applying for a postponement of studies, she will be dismissed, and her enrolment will be cancelled.

Leave status:

Student who needs to take "leave status" for valid reason should complete the proper form (Academic Affairs Office).



Student transfer from one college to another within the same university:

- The student may transfer from one college to another within the same university after the approval of the College Council.
- The Dean of the College, to which the student belongs, will submit the recommendation of the committee to the university council or a deputy.
- If the transfer is approved, a form of transfer shall be sent to the Deanship of Admission and Registration to change the student's record.
- The academic record of the student transferred from one college to another includes all the courses they have studied along the semester and cumulative GPA obtained throughout their study at the university.