

INSTITUTIONAL PROFILE

Date:

INTRODUCTION

The aim of this template is to collect information and data associated with the Institution. The Institutional information and data should be updated annually, and will be used for aggregated national benchmarking.

Institutional Data

Name of Institution	
Name of Rector	Contact Information Address Telephone Email

Name of Vice Rectors and their position title: a)	Contact Information Address Telephone Email
b)	Contact Information Address Telephone Email
c)	Contact Information Address Telephone Email
d)	Contact Information Address

	Telephone Email
e)	Contact Information Address Telephone Email
f)	Contact Information Address Telephone Email
Name of Dean of Quality Assurance	7. Contact Information Address Telephone Email

B. Institutional Profile Data:

- I. Brief Summary of the Institution History
- II. Branches/Locations
- III. Institution's Academic Units

Number of Deanships	
Number of Colleges	
Number of Programs	
Number of Institutes	
Number of research Centers	
Number of Research Chairs	
Number of Medical Hospitals and Centers	
Number of Scientific Societies	

IV. List of the Institution's Achievements, Awards, and Significant Accomplishments

Table 1. Institutional Performance Indicators

	Indicator	Value
1	Proportion of graduates from undergraduate programs who within six months of graduation are:	
	a) employed	
	b) enrolled in further study	
	c) not seeking employment of further study	
2	Proportion of total operating funds (other than accommodation and student allowances) allocated to provision of student services.	
3	Total operating expenditure (other than accommodation and student allowances) per student.	
4	Proportion of teaching staff leaving the institution in the past year for reasons other than age retirement.	
5	Number of refereed publications in the previous year per full time equivalent faculty members. (Publications based on the formula in the Higher Council Bylaw excluding conference presentations)	
6	Number of citations in refereed journals in the previous year per full time equivalent faculty members.	
7	Proportion of full time member of teaching staff with at least one refereed publication during the previous year.	
8	Number of papers or reports presented at academic conferences during the past year per full time equivalent members of teaching staff.	
9	Research income from external sources in the past year as a proportion of the number of full time teaching staff members.	
10	Proportion of total operating funds spent on research.	

11	Students overall rating on the quality of their courses. (Average rating of students on a five-point scale on overall evaluation of courses.)	
12	Percentage of students entering programs who successfully complete first year.	

***Full time equivalent (FTE) for faculty members: 1 FTE equals what MoE defines as a full-time load for faculty members.**

Table 2. Preparatory or Foundation Program¹

Streams or Tracks	Male Students		Female Students		Total Students		Number of full time equivalent teaching staff *		Student to Teaching Self Ratio		Retention Rate**		Completion Rate in Minimum Required Time***	
	Saudi	others	Saudi	others	Saudi	others	M	F	M	F	M	F	M	F

¹ Table A1 is to be completed once per campus/Institution.

***Full time equivalent (FTE) of teaching staff: 1 FTE equals what MoE defines as a full-time load for teaching staff.**

**** Preparatory Retention rate:** is the percentage of an institution's first-time, preparatory year program students who continue at that institution the following year (i.e., 1 semester, 1 year, 3 semesters, 2 years).

***** Preparatory Graduation rate:** is the percentage of an institution's first-time, preparatory year program students who complete their program within the published time for the program.

Note: Teaching staff include teaching assistants, language instructors, lecturers, and assistant, associate and full professors. This does not include research or laboratory assistants. Academic staff who oversee the planning and delivery of teaching programs are included (e.g., head of department, dean for a college, rector and vice rectors).

Table 3. Program Data

	Program Name*	Start Date	Gender	Total Students Enrollment		No. of PhD holders in Teaching Staff		No. of Teaching Staff		Average Class Size	Average Teaching Load	Ratio of Total Students to Teaching Staff	Ratio of Male Students to Teaching Staff	Ratio of Female Students to Teaching Staff
				S**	O***	S	O	S	O					
1			M											
			F											
2			M											
			F											
3			M											
			F											
4			M											
			F											
5			M											

			F																				
6			M																				
			F																				
7			M																				
			F																				

- * All programs are listed: diploma, bachelors, higher diploma, masters, and PhD.
- **S: Saudi Nationality ***O: Other Nationality
- M: Male
- F: Female

Table 4. Summary of Programs' Teaching Staff

No	Program Name	Professor				Associate Professor				Assistant Professor				Lecturer				Teaching Assistants/Language Instructors				Total	
		M		F		M		F		M		F		M		F		M	F				
		FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT						
1																							
2																							
3																							

		Total										
٢		Saudi										
		Others										
		Total										
		Saudi										
		Others										
		Total										
		Saudi										
		Others										
		Total										

Table 6. Mode of Instruction – Student Enrollment (excluding preparatory year program)

No.	Program Name	Nationality	On Campus Programs						Distance Education Programs					
			Full time		Part time		FTE		Full time		Part time		FTE	
			M	F	M	F	M	F	M	F	M	F	M	F
1		Saudi												
		Others												
		Total												
2		Saudi												
		Others												
		Total												
3		Saudi												
		Others												
		Total												
4		Saudi												
		Others												
		Total												

Note: FTE (full time equivalent) for part time students - assume a full time load is 15 credit hours and divide the number of credit hours taken by each student by 15 (use this formula only for part time students).

Table 7. Mode of Instruction – Teaching Staff (excluding preparatory year program)

No.	Program Name	Nationality	On Campus Programs						Distance Education Programs					
			Full time		Part time		FTE		Full time		Part time		FTE	
			M	F	M	F	M	F	M	F	M	F	M	F
1		Saudi												
		Others												
		Total												
2		Saudi												
		Others												
		Total												
3		Saudi												
		Others												
		Total												
4		Saudi												
		Others												
		Total												

Note: In some situations, FTE faculty members teach both on campus and in the distant education program; it is these cases the FTE faculty should be entered ONE section, not in both.

Table 8. Program Completion Rate/Graduation Rate*

No .	Program Name	Gender	Undergraduate Programs									Postgraduate Programs	
			Four-Year Program*			Five-Year Program			Six-Year Program			Masters	Ph.D.
			4	5	6	5	6	7	6	7	8	Completion Rate in Specified Time**	Completion Rate in Specified Time**
1		M											
		F											
		Total											
2		M											
		F											
		Total											
3		M											
		F											
		Total											
4		M											
		F											
		Total											

Initial Cohort: All students who enter an academic Program as first-time, full-time, degree seeking undergraduate students for the given Fall Semester.

***Completion rate/Graduation rate for undergraduate students:** The percentage of the cohort class in a given Fall Semester who graduated within a designated period of time. For example, in a four-year program, the "Four-Year Graduation" rate for the Fall Semester 2008 cohort class is the percentage of the Fall Semester 2008 cohort class who graduated from the institution before Fall Semester 2012, while the "Six-Year Graduation" rate for the Fall Semester 2008 cohort class is the percentage of the Fall Semester 2008 cohort class who graduated from the institution before Fall Semester 2014.

**** Completion rate for postgraduate students:** The proportion of students entering postgraduate programs who complete those programs in specified time. The time for completion should be specified in the table.