



Program Accreditation Eligibility Requirements

Eligibility Requirements for Program Accreditation

Eligibility Requirements		Required Evidence
1	Program final licensing or establishment decision	<ul style="list-style-type: none"> • Decision to establish the program (for public institutions) • Final program licensing decision (for private institutions)
2	consistency with Saudi Arabia qualifications framework (SAQF)	<ul style="list-style-type: none"> • A report on program consistency with Saudi Arabia Qualifications framework (SAQF)
3	Availability of institutional accreditation requirements	<ul style="list-style-type: none"> • Accredited institution or the institution has met the eligibility requirements (review visit has been scheduled)
4	Student and staff manuals	<p>Student and staff manuals including:</p> <ul style="list-style-type: none"> • Program Handbook • Admission and Registration • Study Regulations and Tests • Guidance and Counselling Services • Rights and Duties • Complaints and Grievances
5	Program's quality assurance system and its performance reports	<ul style="list-style-type: none"> • Program's quality system manual • A manual of policies and procedures for approving, modifying, and reviewing academic programs and courses • Annual program report for the last two years according to NCAAA Templates • Program's course reports for the last two years (One report for each course per year) • A report on the results of stakeholders' surveys (students, alumni, employers, teaching staff, employees) for the last two years
6	Program and courses specifications	<ul style="list-style-type: none"> • Program specifications according to NCAAA Templates • Course specifications for all courses classified according to levels
7	Program learning outcomes assessment plan and reports	<ul style="list-style-type: none"> • Program learning outcomes assessment Plan • Program learning outcomes assessment reports

Eligibility Requirements		Required Evidence
8	Students graduated (One cohort at least)	<ul style="list-style-type: none"> • A report on the number of graduated cohorts and the number of students in each cohort
9	Program advisory committee	<ul style="list-style-type: none"> • Composition and functions of the Committee • Report on the Committee's performance and outcomes
10	Key performance indicators and benchmarking	<ul style="list-style-type: none"> • A report on program's key performance indicators' measurement and benchmarking for the last three years.
11	Program self-study	<ul style="list-style-type: none"> • program self-evaluation scales (taking into consideration that the level of evaluation is not less than three points for each of the main criteria identified by the Center and for each standard) • program self-study report • Evidence for the self-study report.
Additional requirements for Postgraduate Programs		
12	Operational plan for scientific research and its follow-up	<ul style="list-style-type: none"> • Operational Plan for scientific research in the program (depending on the nature of the program) • System for monitoring and documenting the scientific research activities of the program • Periodic performance reports of the scientific research plan
13	Scientific supervision system on theses, projects, or vocational training	<ul style="list-style-type: none"> • Guides, regulations, and procedures for scientific supervision of theses, projects or vocational training • Follow-up scientific supervision reports in the program