Student guide
A’sharqiyah University

2015
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INTRODUCTION

A'SHARQIYAH University welcomes its new students and wishes them successful university study. This guide is issued to familiarize them with the academic aspects to be taken into account for each student like colleges, majors, requirements for a diploma and a Bachelor degree, admission, tuition fees, enrolment, exams and grades system, student’s compliance, academic violations, various academic and student services. In addition, there is a brief about the foundation program.
A’SHARQIYAH UNIVERSITY

A’SHARQIYAH University is one of the private higher education institutions, with legal personality which has its own academic, administrative and financial independence; the university is operating in accordance with higher education State policy. It was founded in 2009 and located in Ibraa, A’Sharqiyah north, Sultanate of Oman.

VISION

A’Sharqiyah University aspires to be a leader in the field of higher education in the Sultanate of Oman to promote the values, the spirit of creativity, social and economic development.

MISSION

The development and enrichment of knowledge through creative learning methods and applied research which contribute effectively to social and economic development in the region and provide a stimulating learning environment fostered by international cooperation.

OBJECTIVES

− Establish high quality modern knowledge.
− Strengthen critical thinking, and continuous learning.
− Create an academic and scientific unique learning community that is able to apply knowledge effectively and believe in values of civil society, civilized discourse and maintain continuous development.
− Encourage studies and researches relevant to the needs of society, which contribute directly to development and meet the needs of the market in the public and private sectors.
− Prepare students to enter the labor market or pursue higher education, thus contributing to the development of the Sultanate of Oman.
− Cooperate with local academic community, regional and international levels to exchange experiences and enrich science, thought and culture.
ACADEMIC COOPERATION

A’SHARQIYAH University is collaborating with the University of Oklahoma in the United States in the majors of business administration, including aspects of the preparation of study programs in accordance with international standards with the opportunity extend to other academic areas such as the exchange of teaching staff and students, learning resources and joint researches, quality control and other aspects. It includes majors of management, finance, accounting and management information systems.

A’SHARQIYAH University is cooperating also with Texas University in the United States in majors of College of engineering and applied sciences. It includes aspects of the preparation of academic programs and design laboratories in accordance with international standards and may extend to other academic areas such as the exchange of teaching staff and students, learning resources and joint researches, quality control and other areas... etc.

COLLEGES AND MAJORS

A’SHARQIYAH University launched with three colleges: College of Business Administration, College of Engineering and College of applied sciences. There are future plans to add literature and human sciences college and postgraduate college.

Colleges are as follows:

1- **College of Business administration:**
   - Management.
   - Accounting & finance.
   - Management information systems.

2- **College of Engineering:**
   - Environmental engineering.
   - Civil engineering.
   - Construction engineering.
   - Electronic and communications engineering.

3- **College of applied sciences:**
   - Food science and human nutrition.
   - Marine Sciences and fisheries.
These colleges grant diploma and Bachelor degrees in all majors. The university is applying credit hours system. The academic year consists of two semesters and a summer semester. The number of required credit hours to obtain a Bachelor's degree is ranging from 123 to 137 credit hours as minimum and from 66 to 77 credit hours for the diploma.

**PROGRAMS GOALS**

- Professional preparation for students to contribute to the achievement of sustainable development in their country and develop themselves through the acquisition and exercise of noble human values.
- Development of self-expression, analysis, release of the creative energies and skills to find innovative solutions.
- Graduation of students who are characterizing by academic excellence, originality of thought and the ability to apply knowledge and civilized behavior.

**INDUCTION PROGRAM**

The University provides an induction program for new students before the start of their university study to familiarize them with the University regulations and programs, facilities and help them to comply and adapt with University life.

**WORK AND TEACHING HOURS**

The weekly administrative work starts on Sunday to Thursday from 8 am to 4 pm daily and teaching hours start from 8 am to 6 pm, the university may extend hours of study beyond that, if necessary.

**FOUNDATION PROGRAM**

New students shall be enrolled in the foundation program according to their level to prepare them for academic study in the University. This program consists of an intensive study in English, mathematics, information technology and study skills; however, before joining the program, students shall undergo an English and mathematics level test and shall be distributed in classes according to the level of each student.

The program will be launched during the Fall and Spring Semesters and, also, during summer semester of each year; the student shall not join his chosen college except after fulfilling the foundation program requirements.
FOUNDATION PROGRAM CURRICULUM

The Foundation program curriculum has three levels in which students are distributed according to their results of the level tests, the three levels are:

**Level 1 (Pre-Intermediate Level):** it takes a full semester, each student shall study Basic English, and if a student has not been able to pass the level test to join the intermediate level in the foundation program; he shall study four additional hours in English to improve his linguistic skills and abilities.

**Level 2 (Intermediate Level):** also takes a full semester where students will study the following.

- English language.
- Information technology 2 (IT 2 or IT1 if not studied or studied but failed).
- Basic Math or Applied Math or Pure Math if he passed in basic math.

**Level 3 (Advanced Level):** takes a full semester; the student shall study the following:

- English language.
- Information technology 2 (IT 2).
- Basic Math or Applied Math or Pure Math

**Foundation program pass requirements**

The student must meet the following requirements to pass the Foundation program courses to join the specialized programs in the various colleges:

1. Get 500 points in (TOEFL) exam or (Band 5) in IELTS exam or equivalent for new students who want to join the University, however, the students of the university must pass a comprehensive exam in English
Prepared by the University or pass the level 3 of the Foundation program successfully.

2. Get a percentage of 60% in the fundamental courses of basic and applied mathematics or pure as per scientific major of each student (students of scientific colleges are studying pure mathematics; students of humanistic colleges are studying applied mathematics).

3. Get (ICDL) or (IC3) Certificate or equivalent.

**ACADEMIC PROGRAM CURRICULUM (COLLEGES)**
The requirements for obtaining a diploma and Bachelor's degree are as follows:

A. **University requirements** are compulsory and optional courses, all students shall complete successfully.

B. **College requirements** are compulsory and optional courses, all students shall complete successfully. These courses vary from one College to another.

C. **Majors requirements** are compulsory and optional courses, all students shall complete these courses successfully. These courses vary from one major to another one in the same college.

**EVENING STUDY PROGRAMS**
These programs are established to facilitate for those who wish to pursue their undergraduate studies on part-time basis from different institutions, the University has started the evening study program by launching a group of academic programs from the college of business administration.

**UNIVERSITY ADMISSION REQUIREMENTS (STUDY PLAN)**
Students may be accepted in the University in accordance with the following conditions:

A. The student must pass the general education diploma or equivalent successfully in all courses.

B. The student must achieve the performance standards in the Foundation program.

C. The student must pass the courses of the diploma that qualify to join colleges or different majors:
1. Students of Business Administration College: applied mathematics and pure mathematics.
3. Students of Applied Sciences College: pure mathematics, biology, and (physics or chemistry).

**REQUIRED DOCUMENTS**
Any person who wishes to join A’SHARQIYAH University is required to submit the following documents:
   1. Fill in the application.
   2. Original of the general education diploma and a copy hereof.
   3. Two recent photographs.
   4. Copy of the identity card or passport.
   5. Copy of the identity card or passport of the guardian.

**TUTION FEES**
Foundation program fees are 980 OMR per semester with its three components (English, mathematics and information technology), however, if the student desired to study one of the three components, the tuition fees will be as follows:
   - English (735 OMR).
   - Mathematics (165 OMR).
   - Information technology (80 OMR).

**MAJORS FEES** in colleges shall be as follows:
- 80 OMR per credit hour for College of Business Administration, College of Applied Sciences.
- 90 OMR per credit hour for the majors of College of Engineering.
(Those students who are paying shall bear the cost of textbooks.)
OTHER FEES

- 10 OMR as joining application fee (non-refundable.)
- 100 OMR as registration fee (non-refundable.)
- 100 OMR as deposit (refundable fees.)

TUTION FEES PAYMENT

Tuition and services fees shall be paid by students as follows:-

- Accepted students who are studying at their own expense: they shall pay their fees in cash or by certified check or through approved electronic registration means before the start of the semester.
- Students who are studying at the expense of the government: they shall pay their fees via bank transfer from the governmental body during the semester or by check issued by this authority.
- Students who are studying at the expense of the private institutions or companies: they shall pay their fees by certified check within a month from the start of the semester.
- Students who are studying at the expense of Governments or bodies or international organizations: they shall pay their fees via direct transfer to the University’s account within a month from the start of the semester.

REFUND OF FEES

- All fees shall be refunded to the student who withdrew from the semester prior to the commencement of the teaching and 50% of the fees will be refunded to the student who withdrew during the first week of teaching. The students who withdrew after the end of the first week of the semesters are not allowed to receive any fees back.
- If the student dropped a course during add/drop period, the university will keep the fees of this course for the next semester, but if the student withdrew thereafter he will not be entitled to receive any fees back.

REGISTRATION

- Academic year begin of two compulsory semesters which are Fall and Spring and Summer Semester being optional. The students in the Fall and Spring semesters shall attend the classes’ regularly except when they have an acceptable excuse to be absent and they shall postpone the study in this semester. However, it’s optional for each student to register in the summer semester.
• The semester consists of 16 weeks including exam period and the summer semester consists of 8 weeks including exam period.
• The courses’ registration period will take a week before the start of the semester. Each student shall check with his academic advisor to approve the registered courses, further, each student is recommended to follow the curriculum for each major because it describes the supposed study courses for each semester from the enrollment period until graduation of the student.
• Add/drop period and late registration will start in the first week of each regular semester, however, add/drop and late registration for the summer period will start in the first three days of the Summer Semester.

ACADEMIC GUIDANCE

An academic advisor shall be appointed for each student, this advisor is responsible for:
  a) Guiding the student during his college study and give advice in all matters relating to his academic life.
  b) Following-up and approve the selection of courses registered by each student on a quarterly basis.
  c) Giving advice and various alternatives to the student in case of any failure regarding his study and directing him to find different alternatives.

STUDY POSTPONEMENT

A. Each Student may postpone his studies for one semester renewable for another semester during the first 5 weeks from the commencement of the semester, if the student failed to register any courses in this semester, the later shall be considered as "postponed".
B. Each student may postpone during the semester - after the end of add/drop period – for reasons of health problems or family circumstances, or due to pregnancy in case of female students, or any other compelling circumstances after getting the approval of the concerned dean of this college and consultation of the admission and registration head. The student may be asked to provide documentation supporting his request for postponement as medical reports for example.
C. Each student may extend the postponement period to more than two semesters in exceptional circumstances after approval of the appropriate authority.
D. (PST) grade shall be given for courses which the student is registered in that semester if was postponed after the end of add/drop period.
E. The student is not allowed to postpone the first semester in the University.
F. The student shall be deemed as withdrawer from the University if he was absent after the end of postponement period.

G. The readmission of the student mentioned in item (f) shall be reconsidered on the basis of his case. He could resume the study at the start of the semester only after completing the regular registration procedures.

WITHDRAWAL
The withdrawal can be classified into four types:

A. Optional withdrawal:
1. Each student who desired to withdraw from the university shall take advice from his academic advisor before submission of withdrawal request to assure analyzing all alternative solutions.
2. The student will fill in a withdrawal form and submit to the admission and registration department after having the signature of his academic advisor and head of academic department.
3. The student will be deemed as optionally withdrew from the university and his academic status will be changed to ‘optional withdrawer’ after getting the approval of the head of Admission and Registration department.
4. The student will be given a withdrawer status (W) in all courses registered by him in that semester.

B. Compulsory academic withdrawal:
1. The university council will approve the compulsory academic withdrawal for students who failed to overcome academic observation during the period granted to them.
2. The Head of Admission and Registration department will issue a withdrawal notice for students who have been certified in the item no. (1).
3. The student will be considered as forcibly withdrew from the University and his academic status will be changed to “compulsory withdrawal”.
4. A withdrawer grade will be given (W) in all courses registered by the student in the semester in which he was forced to withdraw.

C. Disciplinary withdrawal
1. Disciplinary withdrawal is a penalty imposed on the student who commits a serious violation inside the university.
2. The Council of the university will approve the disciplinary withdrawal if the disciplinary Committee recommended that.
3. The Head of Admission and Registration department will issue a withdrawal notice for students who have been certified in the item no. (2).
4. The student will be considered as withdrew for disciplinary reasons from the University and his academic status will be changed to “disciplinary withdrawal”.
5. A withdrawer grade will be given (W) to the student in the semester in which he was forced to withdraw.
D. Informal withdrawal:

1. The student will be considered as “informally withdrew” from the University and his status shall be changed to "informal withdrawal" in one of the following situations:
   - If he didn’t register in any courses in the semester without postponement.
   - If the student postponed his study for one semester and he did not resume the study afterwards.
   - If the student misses the study courses for a semester then he got “Fail Withdrawer grade” in all courses or did not register in the courses of the following semester.

2. The summer semester shall not be considered as an educational semester in case of the informal withdrawal.

ADD/DROP

a) Add/drop period begins from the first day of the semester and continue for one week.

b) The student may change his registration by adding or dropping some courses during the first week of the semester after getting the approval of the academic advisor.

c) It is not allowed to add or drop certain courses after the end of add/drop week except for unusual circumstances and after obtaining the approval of the academic advisor and Admission and Registration department.

ACADEMIC LOAD

a) The regular study load for the student is (15) credit hours per regular semester and (7) credit hours in the Summer Semester.

b) Study load for each student is based on his academic achievement, students who have a cumulative GPA (3.0) or more can register for (18 credit hours) per semester as maximum limit and (7) credit hours in the Summer Semester, as for students who have a cumulative GPA ranging between (2.0) and less than (3.0) they can register up to a maximum (15 credit hours) per semester and (7) credit hours in the Summer Semester, and for students who have a cumulative GPA below (2.0) they are not allowed to register more than (12 credit hours) per semester and (6 credit hours) in the Summer Semester.

c) The student cannot register below (9 credit hours) per semester except in graduation semester or due to special circumstances accepted by the academic advisor and head of Admission and Registration department.
ATTENDANCE AND ABSENCE
A. The course teacher shall keep an attendance register and maintain this register even after the end of the semester.
B. The teacher shall alert the student if he exceeded over 10% absence from classes.
C. The student shall be deemed as forcibly withdrew from any course if his absence percentage is more than 20% of classes and he will get ‘fail’ grade due to the absence.
D. The head of Student Affairs in the University may accept and approve student’s excuses such as: sick leave, emergency cases during one week from such leave according to the prepared form, then to be delivered to the teacher.
E. If the student misses the study for more than 30%, even with excuse, he will be considered as withdrawer in this course.

EXAMS, RATINGS, CODES
• Students in each course shall perform three exams, first in the sixth week and second in the 12th week and final exam at the end of the semester.
• The system of final examinations for undergraduate students is as follows:
  A. The final exams shall be performed in the last two weeks of each semester.
  B. The final exam will cover the entire course.
  C. The final exam percentage is varying from 40% to 50% of the total rating of the course.
  D. The duration of the final exam is ranging between 2 to 3 hours.

EVALUATION
A. The student performance evaluation is based on score evaluation average and continuous evaluation helps students know their performance in each course.
B. The student performance evaluation process includes the following tools or some of them:
   • Quarterly work as homework assignment, reports and projects.
   • The first and second periods of exams of the semester.
   • The final exam.
   • Any other items may be deemed by the teacher of each course.
C. The college member has the right to determine the degree that commensurate with the level of academic attainment of the student in a certain course and the student who feel injustice may review his teacher, if the teacher did not consider his complaint, the student may submit a complaint to the head of department or to the dean of the college.

RATINGS

A. The letters (a, b, c ...) will be used in the description of the educational attainment level achieved by students in a certain course.

B. The final rating of the course’s degree is based on the ongoing evaluation of student's attainment during the semester including the guide of the final exam.

C. The bachelor degree RATINGS are as follows:

   a) Excellent
   Achieved all objectives of the course in an organized and distinct way.

   b) Very good
   Achieved most of the objectives of the course (i.e. over three quarters of the objectives of the course at least) in an organized and clever manner.

   c) Good
   Achieved more than half of the objectives of the course.

   d) Fair
   Achieved a limited number of objectives, or goals to the minimum required limit.

   e) Fail
   Did not achieve the minimum required objectives, or goals to less than the minimum required limit and therefore do not gain any credit hours.

   f) Fail withdrawer
   Failure to meet the requirements of attendance, he is not entitled to gain any credit hours.

Each of the shown ratings in the table below has numerical value represents the (weighted value) of such grade and is based on four-point.

<table>
<thead>
<tr>
<th>Rating</th>
<th>Rating value</th>
<th>Rating</th>
<th>Rating value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>C</td>
<td>2.0</td>
</tr>
</tbody>
</table>
### CUMULATIVE GRADE POINT AVERAGE TABLE

<table>
<thead>
<tr>
<th>Rating</th>
<th>Student GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>First class honor</td>
<td>3.75 – 4.00</td>
</tr>
<tr>
<td>Excellent</td>
<td>3.30 – 3.74</td>
</tr>
<tr>
<td>Very good</td>
<td>2.75 – 3.29</td>
</tr>
<tr>
<td>Good</td>
<td>2.25 – 2.47</td>
</tr>
<tr>
<td>Fair</td>
<td>2.00 – 2.24</td>
</tr>
</tbody>
</table>

**Absence from exams**

Student must attend the final exams at the time stated in final exams schedules. The students are not allowed to leave for medical or family reasons unless there was a proof of stay in the hospital or severe medical condition. The student will perform a compensatory exam after the approval of the excuse by the Head of Students Affairs.

**ALLOWED AND FORBIDDEN STUFF INSIDE EXAM HALLS**

The student has the right to bring a calculator to the exam room. Also, he can use computer upon the consent of the teacher.

Students are prohibited from bringing the following stuff into the exam room:
1. Any scientific material regarding the exam.
2. Mobile phone.
3. Food.

**HONOR BOARD:**

The university is honoring their students who achieve a high academic standard during the semester by posting their names on a list issued by the Dean of the College on a Quarterly basis, called "Dean's board" or "honor board".

The conditions required to insert the name of the student in the honors board are:

- Minimum GPA of (3.5).
- Minimum rating in any course shall not be less than "C".
- The student does not have any incomplete course at the end of the semester.
- Minimum study load shall not be less than 12 credit hours for courses with a numeric value.

**Graduation requirements**

The minimum number of credit hours for a diploma degree and Bachelor's degree in different colleges shall be according to the following table:

<table>
<thead>
<tr>
<th>Colleges</th>
<th>Credit hours for a diploma</th>
<th>Credit hours for a bachelor</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of engineering</td>
<td>76-77</td>
<td>137</td>
</tr>
<tr>
<td>College of business administration</td>
<td>66</td>
<td>123</td>
</tr>
<tr>
<td>College of applied sciences</td>
<td>66</td>
<td>123</td>
</tr>
</tbody>
</table>
To be able to graduate, the student shall achieve the following requirements:

A. Complete the requirements of the curriculum.

B. Get a graduation rate of at least 2.0, 4 grade’s scale.

C. Legal clearance as duly adopted rules.

STUDENT VIOLATIONS

The following cases are considered as student violations that require disciplinary measures against their perpetrators:

A. Try to disrupt University activities and events.

B. Any act or statement is prejudicial to the honor, dignity, ethics and religious beliefs, or that would damage the reputation of the University or any of its members, whether they are employees or students.

C. Assaulting any member of the University community or threaten them or show disrespect towards them.

D. Abuse or destruction or cause damage to any property owned to the University, including the information network and electronic files.

E. Cheating in exams or attempt to cheat or disturb the exam proceeding.

F. Disorder during the lectures and practical lessons.

G. Issuing or distributing flyers or wall newspapers or newspapers, magazines or sending the same via electronic mail without prior approval from the University management.

H. Give incorrect information or statements on the official papers, or falsification of official documents relating to the University, or obtaining it illegally.

I. Cheating on assignments, projects, reports and copies without referring to the source

PENALTIES

A. Written Notice

B. written warning
C. Final written warning.
D. Fine: pay the value of the property destroyed in case (d).
E. Provisional deprivation of the use of services provided by one or more of the University facilities where the violation was committed, or the provisional deprivation of the exercise of any activity in which the student violates the order.
F. Failure in one course, or in all courses of the semester.
G. Deprivation of examination in one or more course.
H. Displacement for not more than two semesters.
I. Final disciplinary displacement from the University.

**Students’ disciplinary rules and instructions in the University**

1. All students are committed to wear modest and bashful uniforms during office hours and they are prohibited from wearing veils on campus.
2. Avoid any conduct in breach of honor or honesty or morality that would damage the reputation of the University or its employees, whether inside or outside the campus in an activity or event involving the University.
3. Maintain the property of the University and its facilities to ensure maximum benefit from them in order to maintain public interest, cultural and aesthetic appearance of the University.
4. Smoking is strictly prohibited in all University facilities.
5. Commitment to mutual respect among students, both male and female-both within the classroom or in other University facilities.
6. Attend lectures and practical exercises regularly, without prejudice to the study order, avoiding the disorder while organizing student activities.
7. Refrain from organizing any committees or associations or conferences or participate in the same without prior permission from the University.
8. Turn off the mobile phones during lectures.
9. Carry the University card inside the campus and show it to the staff if requested.

STUDENT ACTIVITIES

The University aims, through student activities, to develop a sense of community among students and promote national awareness and affiliation. And across a wide variety of scientific, artistic and literary, social, sports and recreational activities, the student groups are trying to develop students’ personalities and develop their practical and scientific talents.

Students can form groups that handle propos and implement, after approved, activities to enhance their autonomy and foster team spirit under the auspices of student affairs department.

STUDENT FACILITIES AND SERVICES

The campus includes a shop and a cafe for male students and another for female students, external theatre and clinic, prayers room, rest rooms for female students and some sporting facilities for both genders.

THE INTERNAL ACCOMODATION

The University provides internally furnished accommodation for female students as well as transportation to and from the University. The university will provide housing for male students on campus in the coming years.

TRANSPORTATION

The University provides transportation service for female students living in the University accommodation to and from campus as well as for shopping and hospital in case of emergency.

LIBRARY

The library is one of the key facilities that are essential for University students. It is been start for the university community including students, teaching staff and employees since the opening of the University. It contains a good number of books with potential of growth, working to provide a range of audio-visual materials and scientific journals in the near future.

The library services are represented in indirect technical services such as provision, classification, indexing and direct public services such as lending, reference service, and
electronic search for information sources; in addition, there are some places available in the library for individual study.

The library also allows the student to borrow two books from the library and five textbooks through the library at the same time for 15 days in accordance with the policy of the book borrowing from library which are renewable for two consecutive times provided the student shall proceed the renewal from the library itself, In the case of non-renewal and student did not deliver the borrowed books from the library, the student shall pay a fine, also bear responsibility in case of damage or loss of the borrowed book.

**STUDENT GUIDANCE**

In order to help students to overcome difficulties in the course of their study, the University provides student guidance service in various aspects.

**STUDENT SUPPORT FUND**

The student support fund was established at A’Sharqiyah University under the blessing of the Board of Trustees at the session dated on 15 January 2014 to support and assist students who are suffering from difficult physical conditions that hinder and negatively affect the course of their study in the University, this fund will encourage them to continue their University study to achieve adaptation and psychological and academic stability within the University’s environment.

Therefore, such fund is a social symbiosis among university students in particular and society in general, it seeks to provide financial support to A’Sharqiyah University students who are suffering from material difficulties in continuing their studies at the University.

**SECURITY AND SAFETY INSTRUCTIONS**

Safety instructions in case of fire in the University:

- Operate all alarm devices and begin immediate implementation of the evacuation plan with the safety officer and check that all people are out.
- Alarm everyone loudly "Fire Fire Fire"
- If the fire is still small, try to fight by using the extinguishers available at site (fire extinguishers and water hoses).
• Report immediately to the safety officer at the University on the following numbers (25560701) or (99422926) and call the civil defense telephone number (9999)

• Exit and guide others inside the building to the nearest emergency exit and gather in the allocated areas.

• Report any wounded or trapped persons inside the building

Not to return to the building after the eviction for any purpose until the end of all safety and security steps

COMPUTER SERVICES
The University is currently owns eight computer laboratories equipped with the latest equipments and related broadband Internet service that enables students to communicate with the outside world in the course of development of their knowledge and abilities.

There is also wireless Internet and wireless network service (Wifi) on campus and at students’ accommodation and is always available for them to complete their homework and research.

CAMPUS
It was agreed to sign an agreement to build the campus (second phase) on the area more than 50,000 square meters which includes buildings for the colleges, management building, library building, learning sources and Student Services Center building.

How to contact the University

Reception 25560700
Admission and registration 25560708
Student Affairs 25560713
Finance 25560707
Public relations 25560715
Fax number 25560702

WEBSITE: www.asu.edu.om