



**Faculty of Nursing**



## **Internal Academic Policy “Procedures & Regulations” Undergraduate Program**

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**Faculty of Nursing**

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### ***A message from president of University***

The real concept of building up the life of nations is represented in developing the human being. This can be achieved by equipping him/her with education & knowledge.

The choice of joining Faculty of Nursing, Kafrelsheikh University does not entail the provision of a national service & local community, it also places upon student the responsibility of contributing to a human service lacking in health services. In order to carry out this mission in the best possible way, I advise each individual in this profession to take all aspects of life in the Faculty very seriously, to behave professionally & be conscientiously committed to his/her duties, whether theoretically or practically. More important than all of this is the commitment to the principles & values as a professional nurse; in addition, following the ethics of this human profession. As competition for jobs increases, it is more important than ever to hold not only specialist knowledge and practical experience in this field, but also to possess certain transferable skills including communication, leadership, negotiations, problem solving & team building.

***May God be with you & good Luck***

***Maged Abed ElTawab ElKemary***  
***President, Kafrelsheikh University***



***A message from Vice president of Education & Students Affairs***

***Dear students;***

I would like to welcome you all to the Faculty of Nursing. I hope through joining the Faculty you will be able to realize your ambitions & develop your personalities. Thus you will become good citizens & serve your country and contribute to the service of humanity at large.

I would like to highlight that nursing is both a scientific discipline and a profession. The purpose of discipline is to develop and disseminate knowledge of concern to the nurse, persons, communities, environment and health. Professional nursing is a practice of a scientific discipline that directly benefits society through promoting health, and ultimately enhancing quality of life. For your learning experience, we strive to ensure you have a positive experience while studying in Kafr sheikh University. Our high quality academic support allows you to make the most of your learning environment, helping you to achieve your potentials and giving you a promising head start to your future career.

**Good luck**  
**Abed ElRazek Doseky**

***Vice President of Education & Students Affairs***



### ***A message from the Dean***

In so many ways the profession of nursing touches people's lives and profoundly impacts the well-being of our communities, our nation and beyond. We would like to welcome our new students to the nursing program in Faculty of Nursing, Kafrelsheikh University, where learning facilities and career opportunities are limitless.

I would like to emphasize that we all share the same responsibility, our ultimate goal; being to enable student/candidate of this profession to attain high professional standards. In this profession the candidate depends on rote memorization whereas here he/she develops independent thinking and encouraged to be guided by the experiences of faculty members and the highly qualified tutors to become critical thinker; our aim of education in Faculty of Nursing-kafrelsheikh University is to enable the candidate to learn and develops initiatives and creativity. Enjoy the facilities it affords, but at the same time try to keep the college in good shape for future generations. Do not squander its resources.

***May I ask God to help you to achieve your goals  
for the service of your country; Egypt.***

***Mohga Abed ElAziz Selim  
Dean, Faculty of Nursing***



## **An overview about Kafrelsheikh University**

Kafrelsheikh University is a governmental university founded in 2006, it lies in Kafrelsheikh governorate, which lies in the northern part of the country, along the western branch of the Nile Delta, Kafrelsheikh city is about 120Km<sup>2</sup> north of Cairo & 90 Km of Alexandria. The governorate is characterized by long seashore on the Mediterranean Sea, where many visitors spend nice time with natural landscape, and a wonderful sunny weather.

On the other hand, the university included different faculties & Institutes with several scientific specialties such as Agriculture, Veterinary Medicine, Education, Commerce, Engineering, Specific Education, Arts, Physical Education, Science, Pharmacy; Physical Therapy, Medicine, Nursing, Dentistry, Aquatic & Fisheries Sciences, Information & Computer Sciences, Faculty of Languages (Alson Faculty); Institute of Nanoscience & Nanotechnology; Institute of Drug Discovery & Development, in addition to Technical Nursing Institute (under supervision of Faculty of Nursing Management). Credit hours-system is followed in some University Faculties, also some faculties offer post-graduate study programs (Diploma, master & doctorate programs), while the rest of faculties offer only BSc. Programs and in process to offer post- graduate programs. As part of tireless efforts of the university towards Quality Assurance & Academic Accreditation several laboratories were established with the aim of: conducting scientific researches, experimental studies, diagnostic purposes, as well as for teaching & training ; in addition to contribution of solving problems of local environmental & community problems as well.



These labs are fully equipped with State of the Art materials and equipment, and all needed facilities. In addition, the university have a collaboration with open Education Center in Cairo University where a bachelor degree of Arts, bachelor of science degrees in commerce, agriculture, arts are offered in different specific specialty e.g. accounting from faculty of commerce.

The university hospital is located within the campus, where all students affiliated to medical sector are taking their place for training and practice, in addition to other health sectors within the Governorate. This hospital is serving Kafrelsheikh Governorate & neighbor Governorates' citizens and patients. In addition, the hospital is equipped with highly sophisticated equipment & instruments according to the International Standards & State of the Arts for practice, also, the presence of highly qualified manpower "medical & nursing staff with high quality of practice". On the other hand; the students' hospital is also located within the campus for helping & providing health care to those students who are in need of medical help. The university also have specialized programs including all facilities and aids for those students with special needs. **For international students; there is a center of offering teaching Arabic classes for non-native speakers; as well as accommodation facilities are offered.**

Furthermore, the university has an exciting campus life including location, setting, weather, students housing, green areas, wide roads, campus security, activities events, and students' activities. You can check green metric ranking through visiting: <http://greenmetric.ui.ac.id/id/page/ranking>





Main entrance of University Hospital

## *Introduction*

World Health Organization (WHO) indicates that Nursing has been mentioned as one of the most & basic health activities which participate in promotion of human-being health, and restoration of his health in condition of illness. Thus, nurse is representing the main coordinator & communicator between the patient and the health team members in different health organizations, at the same time nursing is science and art concerning with human-being as a whole i.e. physically, mentally & psychologically; in addition to providing direct health services with the aim of completion of needs of individual, family and community in a condition of health & illness. Moreover, the profession of nursing depends on scientific bases, knowledge, and specialized skills including group of principles that extend from basic general, health, and behavioral sciences, in addition to provision of specific and total care of patients where all are practiced through safe nursing & evidence-based in cooperation with the health team members; as these reflected on the easiness & proceeding of work for the sake of progress of patient's health condition toward cure & increment of his psychological state.

From the depth and faith of the importance of nursing profession as one of most strategic professions, a main of health care system for promotion of health, a response to international & updates in nursing education, and according to the National (NARS) & International Academic Reference Standards, Kafrelsheikh university Council had approved on its regular





monthly meeting (Session # 71) of establishment of Faculty of Nursing on 26/09/2011, and emphasizing on the **necessity** of qualified professional nurses for providing high quality competent health care. In addition, satisfying the needs of hospitals, health & educational organizations competently with the aim of reaching to the highest percentage of International Standards of the ratio of nurses to physicians. More over, preparing generations of the country to be proud of their belonginess , being able to promoting the real situation and being responsible . Moreover, the university viewed that according to the international challenges, and updates in nursing education , in addition to the National & International Academic Reference Standards Credit hours system to be followed in the study considering it the most appropriate system model in international universities in conducting study courses.





## Section I

### Faculty Strategy

#### *Program overview*

The Baccalureate in Nursing program at Faculty of Nursing, Kafrelsheikh University is a credit hours program; based on a conceptual framework which reflects the philosophy that professional nurse needs professional development, and personal growth. The program prepares male and female students for beginning positions in nursing, provides the means for personal and professional advancement, and qualifies them for progression into programs that offer advanced degrees.

The curriculum ties to the foundations in the following ways; recognizes the need for liberal education; teaches and reinforces the professional values of Autonomy, Human Dignity, and Integrity, addresses the professional core competencies of critical thinking, communication, assessment, and technical skills; incorporates core knowledge in the areas of health promotion, risk reduction, disease prevention, illness and disease management, information and health care technologies, ethics, human diversity, global health care, and health care systems and policy; and considers role development in the areas of provider of care, manager of care, and member of a profession. By following this framework, we prepare professional nurses (BSN) to practice at an entry level), to practice in a variety of settings, and to address the professional development of nurses in Egypt; in addition, providing students foundation of leadership and graduate studies.

In simulation Labs, and anatomy lab, students learn and strengthen their clinical skills which are essential elements for their involvement of professional techniques and professional nursing practice. The duration of study to get Bachelor's degree in nursing is four academic levels, it consists of eight semesters, the duration of each is 15 weeks followed by one mandatory internship year in Kafrelsheikh University hospital and other health settings. During the Internship year the trainees will receive their training in following four basic clinical specialties (Medical-Surgical Nursing, Pediatric Nursing, Maternal and Newborn Health Nursing in addition to Emergency unit & Critical care unit). The student should attend the study as full-time during their study, as well as during the internship year.



## Vision

Faculty of Nursing declares as a Regional Center of Excellence in Nursing Education on National & International level in quality; and innovation in nursing education, in addition to Excellence in providing health care & creativity in scientific research.

## Mission

Faculty of Nursing, Kafrelsheikh University strives for quality education, research and evidence-based practice, and contributes to the development of community and society at large in consistence with the National Academic Reference Standards of quality Assurance and Accreditation (NARS), and in accordance to new trends and challenges through utilizing variety of updated methods of teaching & evidence –based nursing care through collaboration with different health organizations, university , research centers on local, regional , national & international levels which reflect on community health as a whole.

## Strategic Objectives:

**Faculty of Nursing strategic objectives include the three main items: education, Scientific Research & Community Service through:**

1. The Outstanding nursing curriculum & a balance between theory classes & application with following strategies based on development of creative thinking; thus to achieve competencies and good quality of graduates.
2. Development of students' learning abilities through activation of updated teaching-learning strategies; encouraging continuing education & training to have competent graduates in different nursing specialties.
3. Development & upgrading post-graduate studies according to international standards through continuing support for scientific research for comprehensive achievement of community needs which based on assessment & identification of these needs.



4. Establishment of active agreements between different health' sectors through provision of consultations to community organizations on local and national level by expertise of the faculty members .
5. Development of self - financial & manpower of the Faculty through activating roles of the units & centers with special character, and its transformation to outstanding ones.
6. Activating process of self-Assessment & continuing development for achieving competencies in the field of university' education & scientific research.

### **Faculty of Nursing Objectives:**

The main goal of Faculty of Nursing to have graduates able to provide health care for individual, family and community, as well as serving the environment being healthy or ill by following these objectives:

1. Upgrading quality of institutional outcomes, students and community activities to have competent graduates scientifically , clinically; and helping them practicing nursing according to scientific & cultural progress.
2. Upgrading and developing the educational programs and offered study courses by the Faculty to achieve the National Academic Reference Standards (NARS).
3. Development of methods / techniques of provision of comprehensive nursing care which related , and based on ethical values of nursing profession.
4. Able to graduate nurse to fulfill the needs & provide health care for the individual, family & community
5. Development of skills of judgement on clinical cases through scientific survey critical thinking, logical analysis which based on evidence ( practice based)
6. Development of continuing education skills on personal & professional level according to the accelerated advancement in science and knowledge.
7. Development of Faculty' manpower in educational, scientific research , technological & management fields.
8. Offering high quality programs for post-graduates to participate in development of community, and helping researchers as well as developing their methodological , thinking and scientific abilities .



9. Utilization of communication skills while dealing with individuals, families & community.
10. Integrating health education within provided nursing care with the aim of protection and prevention of individuals, and community of getting health problems.





## Section (2)

### General Concepts & Terminology

#### Article (1): The official Name .....

This policy named “Internal Academic Policy “ Faculty of Nursing ,Kafrelsheikh University for Baccalaureate -Credit hours System.

#### Article (2): Terminology .....

The following terminology / or expression mentioned or spilled out in the following policy, where its meanings are clarified below.

University	Kafrelsheikh University.
University Council	Kafrelsheikh University Council
Policy	Internal Academic Policy “Faculty of Nursing Kafrelsheikh University
Credit hours	Academic Measurement unit to determine the weight /number of course’ hrs. among other courses
Contact hours /Actual hr.	The actual time needed or to be covered for conducting lecture, or lab or theory class
Educational program	A group of studies and curriculums offered to earn scientific degree in a specific specialty.
Study plan /study program	List of courses needed to be studied for an educational program to earn required university degree
Academic Year	Include three different semesters, two obligatory semesters 1st & 2nd semester) in addition to summer semester “optional” . each obligatory semester composed of 15 weeks in addition to the period of exams week . while summer semester composed of 8 weeks in addition to period of exams weeks.
Study Load	Number of credit hours registered by student in a studied semester.
University Degree	Awarded degree by university for student after completion of required items/hrs. for graduation
Semester Average	A numerical way to evaluate the academic student achievement / semester .
Cumulative average	A numerical way to evaluate the academic student achievement / specific period , if this period represent the completion of required hrs. for graduation , so the cumulative average is the cumulative for graduation.
Overall grade	The rating or overall grades earned by graduate from university according to Cumulative average by graduate.





### **Article (3): Provision .....**

Implementation and proceeding of the procedures and articles of this policy will be applicable for those students who are admitted in the academic year next to declaration of minister' decision of this policy.

### **Article (4): Faculty Of Nursing Scientific Departments: .....**

The Faculty includes seven “7” scientific departments, each department is obliged and has the responsibility of scientifically supervising a group of courses within its scientific specialty , the following list represent each department and related courses , where the department is responsible about preparation of course specification and its contents, also preparation of the course file , in addition to semester reports / each course

**Faculty of Nursing, Kafrelsheikh University includes the following scientific Departments:**

No	Scientific Department	Department Code
1	Medical-surgical Nursing Department	1201
2	Pediatrics Nursing Department	1202
3	Woman Health & Maternity Nursing Department	1203
4	Community Health Nursing Department	1204
5	Psychiatric & Mental Health Nursing Department	1205
6	Nursing Administration Department	1206
7	Critical Care & Emergency Nursing Department	1207

\*\*\*\* Other Scientific Departments may be added later

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## **Section (3)**

### **Admission Regulations**

#### **Article (5): General Rules for Admission.....**

##### **Program Admission Requirements :**

The admission to Faculty of Nursing Kafrelsheikh University is subject to the admission system of Egyptian universities in force in the country. The following must be completed by student either male or female as part of admission requirements:

- Should be Egyptian, and non -Egyptian can be admitted according to regulations in this regards.
- To be holder of the Secondary school Education Final Certificate scientific section
- To have the English language as the first foreign language with the exception of language school graduates
- To pass the required medical check -up examinations & investigations
- To pass personal interview, English Admission Exam, as well as should pass the written exam tests which stipulated by the College Council in addition passing any requirements needed from the university.
- Students should attend the study as full-time during their study
- Graduates of Technical Nursing/ Health Institute are admitted after passing written entrance admission exam plus personal interview & medical check -up, these in accordance to rules, polices, and regulations and number determined by the Supreme Council of Universities.
- BSC. Graduates scientific section has the right for admission. Must proceed with all requirement of Admission exams. Student also can be exempted from studying some courses that have been covered with the first University Degree.



#### **Article (6): Documents Required for Admission.....**

- Original of certificate
- Original of Birthday certificate
- Number of “ 6” new photo (4X6)
- Signed & stamped certificate of medical check-up
- A model of “2 – form) for mto ale student (related to Military- procedure )
- A copy of transcript for BSc. Holders should be submitted.
- A copy of transcript to be submitted to the Faculty as part of admission requirements for Graduates of Technical Nursing / Health Institutes who passed the entrance admission exam , personal interview , physically fit.
- Any additional documents required by the Faculty of Nursing .

#### **Article (7): Scientific Degree Awarding.....**

Kafrelsheikh University Council award Baccalaureate Degree in Nursing Science according to the Faculty of Nursing Council.

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## Section (4) Study & Registration System

### Article (8): System of Study: .....

The study program for Baccalaureate degree in Nursing Science in credit hours system of 145 credit hrs. (133 hrs. Faculty requirements + 12 credit hrs. University requirements), in addition to Mandatory Training year / Internship year and equals (12 credit hrs. / week) and distributed as the following:

-Student do his registration in study courses with a minimum of (12 hrs.) credits & a maximum of (20 hrs.) / each semester, and according to Faculty' Council the number of maximum hrs. of registration *can be increased in the following cases:*

- Purpose of Graduation
- if the CGPA of student exceeds 85%

### Regulation of progression and program completion:

#### Identifying the student's status

#### • Students are promoted to the next levels as the following:

- First level students are allowed to sit for next level if they did achieve not less than 28 credit hours
- Second level students are allowed to sit for next level if they did achieve not less than 58 credit hours
- Third level students are allowed to sit for next level if they did achieve not less than 87 credit hours

Fourth level students should pass successfully all credit hours (145 credit hours), these to be enrolled in internship year

### Article (9): Credit hours & Contact Hours.....

Credit hour is a unit of academic measurement for determining the weight of course among the rest of study courses, it equals theoretical lecture with a period of one hour / week, or two clinical / Lab hours / week or three clinical/practical hours /week . the number of credit hours for a course represents the expected outcomes from studying this course. Also, it clarifies the needed time for studying this course and nature/ strategies of studying this course . While, the contact hours are the actual time needed for covering the lecture or Laboratory session or Semester of study.



#### **Article (10) : Study Program.....**

It includes the study plan of Faculty ( one study program) , and prepare student to be qualified and graduated with Baccalaureate degree in Nursing Science.

#### **Article (11): Study Plan .....**

The study plan of the program is divided into the following:

1. **Mandatory University requirements:** 4 credit hours , all university students are obliged to cover.
2. **Elective University requirements:** 8 credit hours, all university students are obliged to cover.
3. **Mandatory Faculty' requirements:** 129 credit hours, students are obliged to cover.
4. **Elective Faculty requirements:** 4 credit hours, students have a choice to select from among a list of courses.
5. Student do registration of study courses within a minimum of (12 hrs. credit) & a maximum of (20 hrs. credit) / per each study semester. However; the Faculty Council give a chance of exceeding the limits of these number of hours in case where student is liable to be dismissed from the program "Faculty " or student who left with one of courses ( courses with non – clinical training ) for graduation.
6. The student is not allowed to register in any course has pre-requisite course except if he/she passed the pre-requisite successfully.
7. The student is not allowed to add any course has conflict with course schedule; particularly the registered basic courses of the original study level of the student.
8. Student is not allowed to drop any course must be a co- requisite with a related course , where student must drop the two courses .

#### **Article (12): Requirements of Study Programs .....**

For each study program, a specific and related study plan is needed , this plan must include the faculty mandatory & elective courses (offered by the faculty )in addition to the mandatory and elective required courses of the university . A course specification is needed



for each course , it should include and clarifies the contents, basic knowledge & professional information related to the course according to the Academic reference Standards (ARS) of Quality Assurance. The study programs , study plans and curriculum or any modifications of these must be approved and signed by Scientific Departments ‘ Council , Faculty Council , and be endorsed in the University Council.

**Article (13): Course File** .....

Each study course must have a separate file (course file) including all related contents such as Course Specification , Course Reports , exams, Assessment of the course .....This Course file should be updated on regular bases with the end of each semester.

**Article (14): Minimum Credit hours Required for Graduation**.....

For graduation and Awarding the Baccalaureate Degree in Nursing Science, student must achieve successfully a number of (145) credit hrs. in addition, to passing successfully (156) credit hours i.e the Mandatory training Year (the Internship).

**Article (15): Course Numbering**.....

The Faculty offers a group of courses in all specialties within the university, where each scientific department supervise group of the offered courses according to specialty, sometimes the study plan of a program may include group of courses to be under supervision of more than scientific department within the Faculty which offer the program inside and outside the Faculty.

Each course has a code number; not repeated and include information about the Faculty rank among the University faculties, and the level which the course is offered as well, in addition, type of the course where it offered for undergraduate or postgraduate.

**Course Code / Scientific specialty**

No	Department	Course Code
1	Mandatory Courses (Basic Courses)	NUR
2	Medical Courses	Med.
3	Supportive Courses	SUPP.
4	Elective Courses	ELECT.





#### **Article (16): Academic Advising.....**

- Upon admission to the Faculty, every student is assigned a faculty member (with a maximum of 25 students / Faculty member) through the Scientific Department ; who is available to answer questions about course' registration, adding & drop process, avoid course ' registration conflict with course schedule .Also, to review past, current and proposed course work, to guide educational and career planning and to help with academic-related problems ; also to guide student's educational progress.
- The advisor can also help the student in refering him/ her to a course instructor / or designated person to help students who have related difficulties to study habits, reading skills or personal problems having impact on student' acquisition.
- All students are obligated to make an appointment with their assigned advisors to introduce themselves and touch base with them, preferably during the first week of the beginning of classes.

#### **Article (17): Program Coordinator.....**

The Dean of Faculty select one from among Faculty members to be coordinator for each study program within the Faculty, these to coordinate between academic advisors, admission & Registration Departments of the university, regarding the academic issues in particular.

#### **Article (18): Registration .....**

The time of registration is announced within the Academic Calendar either for new admission students or for continuing students in different study levels. Student within the help of his /her academic advisor fill-out the registration forms, selecting courses and sections, and the course schedule, in addition' of finalizing all related forms, then student should submit all to the department of admission & registration after its verification and endorsement by the academic advisor. Student considered done with registration process if he/she done with all related requirements and finish the process of study tuitions. On the other hand, the Admission & Registration Department ( Education & Students Affairs Department) prepare individualized academic file / student including all related documents of student's admission , copy of his course schedule, forms of a Drop & Adding.....etc. this file should be revised and renewed at the end of each academic semester.



## Rules & Regulations for Summer Semester Registration:

- All study courses might be offered during summer semester except those nursing courses with clinical / or Lab components.
- Registration in summer course (s) can be offered in case of number of admitted students in the course not less than 25 students & availability of course instructor of speciality.
- System of grading of summer course should be the same of regular semesters .
- For the purpose of graduation (the student might be left with couples of hours from the regular semesters) ; or liable to be dismissed from the program (Faculty) , summer courses are offered if number of students /course less than 25 students.
- Student should be graded with the highest pass' mark in case he set for examination of the course previously and graded Fail (Egyptian Universities' Bylaws & its Executive Regulations).

### Article (19): Registration of student with Academic Warning .....

Student who get Academic warning should do registration in a minimum number of study load in the next semester, and cannot exceed this without Faculty Council' Approval and based on the Academic Advisor recommendations

### Article (20) Course pre-requisite.....

-Student is not allowed to do registration in any course should have a pre-requisite course ; otherwise he/she passed the pre-requisite course successfully; , no exception be given without approval of the Higher Council of Education & Students Affairs & based on the recommendation of the Faculty' Council .

### Article (21): Study Load .....

- Study Load is a number of credit hours registered by student in a studied semester. The load is varied from student to another one according to his scientific readiness, and his level of achievements, also according to the course schedule , its conflicts; and in all conditions the following should be considered:

- Maximum hrs. (20 hrs. /week) otherwise in cases who will be graduated and left with a couple of hours of some courses , in such condition the maximum number of hrs. for registration can be increased of the last study semester for graduation after



approval of the Academic Advisor & program coordinator , the number of allowed hours to be increased should not be more than six “6” credit hrs.

- The Minimum hours of registration should be (12 credit hrs.).
- If summer semester is offered; the maximum hrs. for registration is (12 hrs.) credit ; otherwise in a conditions where student’ will be graduated and left with couple of hrs. , the maximum number of registration hours can exceeds three more credit hours after approval of academic Advisor & Program coordinator ; and its endorsement from Faculty Council.
- Other Conditions/ cases to be presented and discussed in the Faculty Council for proper decision.

#### **Article (22): Duration of Registration, Adding & Dropping Deadline .....**

Putting into consideration the maximum & Minimum of Study load , the following should be done:

- The first week of beginning of the semester is assigned for registration & classes begin immediately on the second week .
- Student is allowed to drop /or add through the 2<sup>nd</sup> week & allowed only of drop on the third week .
- The first week of summer semester student allowed of drop / or add , and classes begin on the 3<sup>rd</sup> day of the first week .

#### **Article (23): withdrawal from a course.....**

- The student is allowed to withdraw from the course after the approval of the Academic Advisor till the end of 8<sup>th</sup> week from beginning of the semester (1<sup>st</sup> & 2<sup>nd</sup> regular semester); and allowed to withdrawn till the end of the 4<sup>th</sup> week of summer semester. These in consideration of the minimum study load, and documented “W”, these without student not exceeded the allowed percent of absence before withdrawal. The withdrawn courses should not be calculated in student’ cumulative grade. In case of student withdrawn after determined period he/she considered Fail in the course and graded “F”.

#### **Article (24): withdrawal from a Semester.....**

- The following items give the regulations of withdrawal from a semester.
- Is the process by which students can drop all courses already registered for the current academic semester for a valid reason that is acceptable to faculty Council .



- Student has the right to withdraw from a semester based on a recommendation from the academic advisor & approval of the Faculty Council without exceeding the determined period i.e. the end of 8<sup>th</sup> week from beginning of the semester (1<sup>st</sup> & 2<sup>nd</sup> regular semester); and allowed to withdraw till the end of the 5<sup>th</sup> week of summer semester.
- Student who did not show -up during the determined period of registration , Drop, & Adding considered automatically withdrawn from the semester .
- The Faculty Council can revise the students' request to withdraw from semester after the identified period, for proper and necessary decision.
- Semester drop should not be more than four semesters
- Student must register and resume his/her studies the following semester excluding summer semester.
- Semester drop is calculated within the program duration.
- When the semester drop is proceeded, all registered courses will be automatically given the grade "withdrawn", code "W" which will appear on the student's transcript for each registered course with the statement "semester dropped & its date.

#### **Article (25): Postponement of Admission.....**

This Article point out the regulations of student' admission:

- Any student, who need to postpone his/her registration for a specific semester, must submit a request for post ponement along with a valid reason that is acceptable to the Faculty Council
- The request must be submitted of a period no later than the end of last day of "course registration " period of the specific semester.
- Student who is accepted for enrollment in the Faculty; and did not go with the registration process during the registration week is considered withdrawn from the semester , and if he/she did not registered in the next semester will be denied from the Faculty and his/ her admission to the Faculty is considered not approved.

#### **Article (26): Discontinuation of study.....**

- Discontinuation of study occurs when a student does not register courses for a given semester during registration period (excluding summer semester) without undertaking any official procedure of postponement of registration or withdrawal from the Faculty of Nursing.



- Any student who discontinues his /her study for a given semester, student record will be automatically closed by the end of the course registration period.
- Student who discontinues his /her study for a given semester considered Failed ( Egyptian Universities Bylaws & its Executive Regulations ).

#### **Article (27): Changing Study Plan.....**

Student is allowed to change his/her study plan , these after its discussion with the academic advisor , program coordinator & the Faculty Council approval, and in that condition some courses who student passed successfully in his previous study plan can be calculated and taken into consideration after the approval of related councils (Faculty' Education & Students' Affairs Committee , Faculty' Council, & attachment of academic advisor & program coordinator ' recommendations).

#### **Article (28): Transfer of Credit .....**

Some of courses covered by student and passed it successfully in another university or another scientific Institute can be transferred into registration file and this after done with matching process (exempted) and getting the Faculty Council Approval according to the following regulations:

- Transferred courses should be part of study plan of study program
- The Transferred course grade should not less than (1).
- The percentage of transferred credit hours should not be more than 50% of the total hours of the study program.

#### **Article (29): Blended Distant Learning E-Learning.....**

This system allows student to study some non-nursing courses over a distance through Internet or TV , or through any other methods of learning , with the approval of the Faculty Council, and the Final exam must be operated within the university campus. The instructions regulating this procedure should be based on interaction between student and lecturer , submission of reports & assignments etc....

#### **Article (30): Student Attendance.....**

Each student should achieve **75% of total** hours of each course & if the absentism rate (without accepted excuse) of any course reached / exceeds 25% of the total hours of the course , the Faculty Council has the right to deny student from attending the final exams of the said course; and in this condition student considered failed in the courses who denied from attending its final exams , and documented with grade "F" . Students are expected to attend all classes and laboratories in order to fulfill the credit requirements for each course.



- A student whose absences exceed 25% percent of the course requirements for the entire semester (15 weeks) receives a grade of “Fail” for the course. Student will be forbidden (denied ) to set for the final examination of the course.
- The failed courses without approved excuse will be calculated within the student's semester and cumulative GPA for purpose of warning and subsequent dismissal.
- Three (3) Letters of Warning will be sent to the student through mail to student home/family.
  - Student receives **the 1<sup>st</sup> warning** in case of his/her absence reached 10% of the total course hours
  - Student receives the **2<sup>nd</sup> warning** in case of his absence reached 15% of the total course credit hrs. with an official letter which sent to student address & his Family .
  - Student receives ; **the 3<sup>rd</sup> and final warning** letter in case of his/her absence reached or exceeds 25% of the total hrs. of the course through mail where the letter should be endorsed and send to student's address and his family.
- In case of student reported that he/she was sick , he/she must submit a sick leave signed and endorsed from Students' hospital to the Student Affairs Department & course instructor as soon as reporting back to classes.

The sick leave should be submitted along with an officially signed medical report.

- If a student is unable to attend the final examination in any of the courses, for reasons beyond her/his power, the Faculty council may for compelling reasons, accept the reason, and allow student to take a substitute examination within a period not later than the end of the next semester.
- The student should submit the uncontrollable reason of absence within three days of the date of the examination she/he missed. The grade of the missed examination will be documented “IC”. The final grade will be given after student take the make up exam.
  - Students who came & attended late after the period of registration ( till the end of **the 3<sup>rd</sup> week of beginning** of classes) considered discontinued study ; and can not do registration for that semester , they must submit reasons of not showing- up on time of registration ; thus to help them to accept not continuing study in that semester , and these will be proceeded after the approval of the Faculty Council of the excuse of being late for registration in addition, of not considering absent and not dealing with them as failed.
  - Student is allowed to submit an excuse of discontinuing study of a semester without considering him/her failed if the submitted excuse is accepted by the Faculty Council ,these ahead of beginning of final exams with five weeks at least.





- The student will not be allowed to set for the final written examination if he/she not get 60% in total semester practicum work ( in Nursing courses with clinical components in particular); and in that conditions student should re-set for studying and examination of the course.

#### **Article (31) The Maximum period of study.....**

The study system in this policy allows student possibilities of ending the study program requirements on a minimum time and after completion of all related requirements of the program and required credit hours , and in all conditions the following should be considered:

- o Maximum period of study 16 academic semester , including withdrawn semesters by student
- o Maximum period of study should not be exceeded without a decision of University Council based on a recommendation from Faculty Council & accepted /valid excuse.

#### **Article (32): Dismissing from the Faculty.....**

A student may be dismissed from the Faculty in one of the following conditions:

- if student receive at most 3 consecutive academic warnings due to a drop in the cumulative GPA below the minimum of 1.6 out of (4) unless that drop was due to a reason accepted by the Faculty Council and provided that student will not be about to exhaust his/her chance i.e. subject to using up double the original period specified for completion of graduation requirements.
- if the student does not complete the graduation requirements during a period which is a minimum of 1/2 the period specified for graduation on top of program period, then the Faculty Council may give an exception to a student to complete graduation requirements.
- If student got punishment of dismiss due to unethical or unaccepted behavior.

#### **Article (33): Registration Ending.....**

- Student who asked for ending his file of registration based on his interest cannot back to set for study unless he submit a new request clarifying his justifications to back to study; then this request must be presented on the Faculty , and in case of recommendation with approval it should be proceeded and presented in the University Council < in case of approval student will be dealt with as continuing student based on his previous condition in the faculty before ending his registration.



## Section (5) Examination' Regulations

### Article (34): The Study course .....

The course study is educational provided through one or two semesters , & ended by giving a final examination. The course can be divided when provided into one group or more, in which the teaching of a group is conducted by one faculty member , & in case of more than faculty member are responsible , the program coordinator will delegate the responsibility of teaching /conducting the course to one of the members , where this member will coordinates all related issues of the course (i.e. identifying the references, exam corrections , construction of the exam .. ) and in case of teaching the same course with more than one faculty member , and have more than group of students the final exam should be unified, and the instructor should clarify this process at the beginning of conducting the course; pointing out the course contents, its specification, references, methods of student assessment/evaluation and the time of quizzes.

### Article (35): Semester Work.....

Students' learning activities and performance in any course is evaluated by the cumulative semester' work ;and final exam grade of that course, whereas the course(s) work defined as the degree by which the student is assessed / evaluated through the study semester. The number of exams of semester work should not be less than two / semester, the student' assessment may includes written exams , clinical trainings , researches , scientific reports or any other different learning activities related to the course.

Each student could not set for an examination and announced ahead of time among exams of semester work without an accepted excuse and did not get approval from the side of instructor , his degree is evaluated as Zero degree in that exam and included with calculation of semester' marks ; while in case of reason of couldn't attend has accepted excuse the instructor/ lecturer can allow student to set for make -up exam.

The semester work' grade include quizzes; clinical training according to the intended learning objectives of the course.



#### **Article (36): The Final examination.....**

The final examination of a course is a comprehensive exam of the course , held at the end of each study semester, and can written, clinical/ applied or oral , all the exam can cover all these type of tests based on the requirements & course specification of the course. The degree earned by the student is the degree of the final exam.

If student could not attend the final exam in any of courses of the said semester with approval of Faculty Council & an accepted reasons ,is allowed to be given a make up exam through a period not exceeding the end of the next semester , and given the degree of the course exam after the make up exam and his degree documented as (IC) incomplete .

#### **Article (37): The Final mark.....**

Final mark of a course is the total semester mark plus the mark of the final exam of the course according to the percentage of each course , and in all condition the total mark of the course is represented always by the whole number without fraction. The university Council has the right to distribute the course semester marks based on a recommendation from Faculty Council and a the suggestion of related scientific department.

#### **Article (38): Course Maximum Mark.....**

The maximum mark for each course equal 100 mark, & the maximum marks for nursing courses with clinical components is different from other courses where nursing courses' mark is represented as 60% for clinical/ application & 40% of the mark for final written exam.

#### **Article (39): Evaluation & Grades.....**

Percentage of Success calculated as the following:

Course	% of success
Nursing & Medical courses	60%
Non-nursing courses	50%
Elective courses	50%



- A written exam should be held for each course at the end of the semester and its mark should not be less than 30% of the total mark of written exam /course till the semester mark to be added to the written mark.
- The semester mark includes: quizzes mark plus the clinical mark according to the intended learning objectives of the course .
- Oral or practical/clinical & written exam at the end of the semester

### **Grading System and Grade Point Average (GPA):**

The current policy follows the credit hours' system as the study unit is the study course not the Academic year , the student evaluation depends on the grade of each course with point average ; where student grade is calculated according to his/her Grade Point Average and determined according to the following :

#### **Point Average / credit hr. for Nursing & Medical courses :**

Points	Marks	Grades	Percent
4	A+	Excellent ٥	95 -100
3.7	A	Excellent	90 to below 95
3.4	A-	Excellent	85-below 90
3.0	B +	Very Good	80% to below 85
2.7	B	Very Good	%75 to below 80
2.3	C+	High Good	70% to below 75
2	C	Good	65 % to below 70
1.6	D+	Pass	% 60 to below 65
Zero	F	Fail	Below 60%
Zero	Denied	Denied	
	IC	IC	
	W	Withdrawn	



Point Average / credit hr. for supportive courses:

Point	Mark	Grade	Percent
4.0	A+	Excellent	100 - 95
3.7	A	Excellent	90 to below %95
3.4	A-	Excellent	85 to below %90
3.0 -	B +	Very good	80 to below %85
2.7	B	Very Good	75 to below %80
3.2	C+	Good	70 to below %75
2	C	Good	65 to below %70
1.6	D+	Pass	60 to below %65
1.3	D	Pass	55 to below %60
1	D-	Pass	50 to below %55
Zero	F	Fail	Below %50
Zero	Denied	Denied	
	IC	Incomplete	
	W	Withdrawn	

#### Article ( 40) : Academic/ Graduation with Honor.....

Graduate granted graduation with honor if he/she attained a cumulative GPA of 2.5 and more without the semester GPA not less than 2.5 out of 4 in any study semester and not failed in any course through his/ her university academic study.

#### Article ( 41): Incomplete Grade:

Student's grade documented incomplete (IC) in a condition he/she could not complete the requirement of the course for a reason be approved by the Faculty Council , & submitted his request ahead of final exam date, where student is obliged to follow up his situation with Vice Dean of Education & Students Affairs & the lecturer as well thus to let him /her complete necessary requirement of the course before the next semester . in case student has difficulty to complete course requirement before the end of next semester he considered failed in that course and code F is documented.



#### **Article (42): Absence from Final Examination .....**

Student must attend the final exam of any course to consider succeeded . if student did not attend the final exam , his mark is documented Zero in that exam , & in case of necessary situation /accepted excuse by the Faculty Council a make up exam is given through a period not exceeding the next semester , his mark will be documented according to the mark of the make up exam.

#### **Article ( 43): Academic Warning.....**

Student given Academic warning in a condition of getting GPA less than one “1” for any semester , and must register in the minimum of hours in the next semester.

#### **Article ( 44 ) Course Repeat.....**

If student has been failed in an obligatory course , he must repeat this course when offered and must set for its final exam. The course hours will be calculated once in the GPA , where the Elective courses can be repeated or changed with another elective courses , these after finalizing the Fees for its repetition , thus the grades of the courses which student failed to be calculated in the GPA and show up in his/her Academic document.

#### **Article (45) Denial / preventing from attending Final Examination.....**

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## Section (6)

### Educational Program for Baccalaureate in Nursing Science

#### *General Characteristics of Nursing Graduates (BSc.- Credit Hours' System):*

1. The nurse, in all professional relationships, practices with compassion and respect for the inherent dignity, worth, and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
2. Graduate should get oriented with basics of nursing in the following fields:
  - ✓ Fundamentals & technology of nursing
  - ✓ Nursing care of pathophysiological/ health problems of medical, surgical , pediatrics gynecology & maternity .
  - ✓ Psychological & sociological care for patient and his family
3. Application of advanced technology in health fields
4. Application of communication & human relations which serve the individual /community health
5. Ability of developing self- on professional level such as working in a team , and communication with colleagues in different fields.
6. Assumes responsibility for lifelong learning.
7. Able to think critically, analysis & problem solving
8. Demonstrate abilities of utilization of knowledge; and acquired skills for care of individual, family , environment and community.
9. Able to participate actively in scientific research for development of knowledge and professional skills.
10. Interact with international changes & challenges & its effect on provision of nursing as well as health care.
11. Have motive for development and continuing education and professional skills which related to provision of nursing and health care.
12. Demonstrate professional behaviors that reflect accountability and commitment in nursing practice.
- 13.



14. Utilize leadership/ management principles to manage work setting & empower other nurses to promote quality patient/client care.

The Nursing Educational Program at Faculty of Nursing; Kafrelsheikh University awards Baccalaureate Degree in Nursing Science.

### **General Program Objectives:**

1. Provide comprehensive nursing care to individual, families, and communities with different cultural background across the life span in a variety of health care settings.
- 2 - Communicate effectively with different health team members, patients, clients and families using communication skills and information technology.
- 3- Utilize leadership/management principles to manage work setting and empower other nurses to promote quality patient/client care.
- 4 - Assumes responsibility for lifelong learning activity which contributes to professional development
- 5- Demonstrate intellectual curiosity, rational inquiry, problem solving skills and creativity in framing problems.
- 6- Contribute to the research process through identifying research problems, participation in research process and application of research findings.

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## ***Code of Ethics for Nurses***

1. The nurse, in all professional relationships, practices with compassion and respect for the inherent dignity, worth, and uniqueness of every individual, unrestricted by considerations of social or economic status, personal attributes, or the nature of health problems.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, or community.
3. The nurse promotes, advocates for, and strives to protect the health, safety, and rights of the patient.
4. The nurse is responsible and accountable for individual nursing practice and determines the appropriate delegation of tasks consistent with the nurse's obligation to provide optimum patient care.
5. The nurse owes the same duties to self as to others, including the responsibility to preserve integrity and safety, to maintain competence, and to continue personal and professional growth.
6. The nurse participates in establishing, maintaining, and improving healthcare environments and conditions of employment conducive to the provision of quality health care and consistent with the values of the profession through individual and collective action.
7. The nurse participates in the advancement of the profession through contributions to practice, education, administration, and knowledge development.
8. The nurse collaborates with other health professionals and the public in promoting community, national, and international efforts to meet health needs.
9. The profession of nursing, as represented by associations and their members, is responsible for articulating nursing values, for maintaining the integrity of the profession and its practice, and for shaping social policy.



## Examinations

As per Supreme council of universities & its bylaws and according to Faculty of Nursing Kafrelsheikh University Academic policy & its regulations as well ; **the student assessment includes:**

- A. Semester course work (calculated in one of the following ways: practical/oral examinations, research papers or other activities).
- B. Final written exam
- C. Final clinical exam (can be on- site training or in objective structured clinical exam nursing Lab (OSCE Lab).
- D. Oral exam is conducted either in Faculty of Nursing or at Faculty of Medicine Anatomy Lab

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## *Study Plan*

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## List of Courses Description

All courses offered in the BSN Program are listed below. Each course has a course title, course code, **course description and objectives**. The number enclosed in parentheses indicates the number of credit hours (lecture + clinical) for the courses.

### Nursing Courses

Courses offered in the BSN Program are listed below. Each course has a course title, course code, course description and objectives. The number enclosed in parentheses indicates the number of credit hours (Theory + clinical) for the courses

**Course title: Anatomy I**  
**Course code: (Med 120101)**  
**Credit hours: Theory (2 hrs) + Lab (1)**  
**Pre-requisite: None**  
**Co-requisite: Med 120102**

This course provides students the opportunity to examine the anatomy of the body as a whole: cavities, boundaries & content; different types of body tissues; musculoskeletal system different types of bones, Joints; muscles of the body (head and neck, shoulder girdle, upper limb, skeletal muscles, muscles of trunk, abdomen, cardiac, and smooth). The relationship between structure and function are emphasized. The course progresses from the structure of cells and tissues to the anatomy of the integrated organ systems of the body. Emphasis on clinical application of basic anatomical knowledge to be employed in their practice of nursing.

**Course title: Anatomy II**  
**Course code: (Med 120104)**  
**Credit hours: Theory (2 hrs)**  
**Pre-requisite: Med 120101)**  
**Co-requisite: Med 120105**

This course is a continuation of 120101 course; it provides the students the opportunity to examine the anatomy of the systems of the human body: nervous, cardiovascular, digestive, respiratory, urinary tract, endocrine and eye. The relationship between structure and function are emphasized. Emphasis on clinical application of basic anatomical knowledge to be employed in their practice of nursing.



**Course title:** English Language

**Course code:** (Gen 120102)

**Credit hours:** 2 hrs. (Theory)

**Pre-requisite:** None

**Co-requisite:** None

This course provides fundamentals of English language. It is designed to facilitate the students' study. The course will provide the students the opportunities to meet challenges they face during their technical writings through their practice in writing and speaking during the course. The course will introduce also an overview of all terms typically used in nursing and medical procedures. Includes word structure of the medical-surgical terms, body parts and organs, body systems and commonly used nursing and medical abbreviations.

**Course title:** Physiology I

**Course code:** (Med 120102)

**Credit hours:** Theory (2 hrs)

**Pre-requisite:** None

**Co-requisite:** Med 120101

This course enables students to understand the fundamental facts and concepts of the normal function of human body specifically the systems responsible for support, movement, circulation, respiration and digestion. The course progresses from the function of cells and tissues to the physiology of the integrated organ systems of the body. It deals with basic regulatory mechanisms which promote homeostasis; familiarization with some physiological parameters which serve as indicators for the organism's state of health.

**Course title:** Physiology II

**Course code:** (Med 120105)

**Credit hours:** Theory (2 hrs)

**Pre-requisite:** Med 120102

**Co-requisite:** Med 120104

This course is a continuation for physiology I. This course will help students to demonstrate understanding the fundamental concepts of the normal function of the human body. The course progresses from the function of cells and tissues to the physiology of the integrated organ systems of the body. It deals with basic regulatory mechanisms which promote homeostasis.

**Course title:** Biochemistry

**Course code:** (Med 120103)

**Credit hours:** 3 hrs. (Theory)

**Pre-requisite:** None

**Co-requisite:** None

This course will enable nursing students to demonstrate understanding of the essential topics of biochemistry including micro and macromolecules of carbohydrates, lipids, proteins, nucleotides and nucleic acids.



**Course title:** Medical Anthropology ( علم الاجتماع الطبي )

**Course code:** Sup 120101

**Credit hours:** 2 hrs (theory)

**Pre-requisite:** None

**Co-requisite:** None

**علم الاجتماع "الطبي" :** يهدف المقرر إلى إثراء فكر طلاب كلية التمريض بأساسيات علم الاجتماع بشكل عام وعلم الاجتماع الطبي بشكل خاص ومعرفة أساسيات العلاقة الثلاثية بين بناء المجتمع المصري وثقافته وبين كلا من الصحة والمرض.

**Course title:** Human Rights

**Course code:** Gen 120101

**Credit hours:** 1hr (theory)

**Pre-requisite:** None

**Co-requisite:** None

في نهاية هذا المقرر يصبح الطالب قادرا على التعرف على المبادئ الأساسية لحقوق الإنسان , وأيضا يمكنه التعرف على أهمية هذه الحقوق على المستوى الفردي والمحلي والاقليمي والدولي , هذا بالإضافة الى اعتبار ممارسة حقوق الإنسان هي الفيصل الاساسي لتقييم المجتمع المتحضر.

**Course title:** Pathophysiology

**Course code:** (Med 120201)

**Credit hours:** Theory (3 hrs).

**Pre-requisite:** MED 120102 , MED 120105

**Co-requisite-**

This course provides student an opportunity to examine health deviations and their impact on human functioning. It is designed to facilitate student's development of nursing systems, thereby enabling the student to manage the health deviations of the individual therapeutically. This course introduces mechanisms of disease and illness that affect health individuals throughout the life span. Alterations in physiological processes are examined with an emphasis on client health.

**Course title:** Pharmacology

**Course code:** MED 120202

**Credit hours:** Theory (2 hrs).

**Pre-requisite:** Med 120105

**Co-requisite:** None

This course will introduce nursing students to the science of pharmacology with emphasis on the biotransformation, absorption, actions, interactions, adverse effects of each drug classification. There will be an emphasis on assessing and evaluating patient responses that change in accordance with health, age, lifestyle, gender, and other factors.



**Course title: Applied pharmacology**

**Course code: (Med 120203)**

**Credit hours: Theory (2 hrs).**

**Pre-requisite: MED 120202**

**Co-requisite: None**

This course is designed to assist nursing students to apply the principles and basic standards of drug administration for clients with health deviations with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Emphasis on assessing and evaluating patient responses that changes in accordance with health, age, lifestyle, gender, and other factors.

**Course title: Applied Nutrition**

**Course code: MED 120301**

**Credit hours: Theory (2 hrs).**

**Pre-requisite: Med 120103**

**Co-requisite: None**

This course introduces student to the fundamental concepts of nutritional therapy and emphasizes application of interventions in patient care. Health promotion through nutrition intervention is examined.

**Course title: Fundamentals of Nursing**

**Course code: (NUR 120101)**

**Credit hours: Theory (3 hrs) + 3 Lab**

**Pre-requisite: None**

**Co-requisite: Med 120101 + Med 120102**

This course is designed to introduce students to the major concepts and theories related to the paradigm of person, health, environment and the discipline of nursing. It introduces students to nursing as a dynamic and caring profession. Emphasis is placed on wellness, physiological, psychological, social, cultural and spiritual factors which contribute to the well-being of the individual and family. The concepts of nursing process and clinical decision making are explored. Communication is emphasized as an essential aspect of the professional role and is applied through interviews and data collection. Also, emphasis is placed on the professional role of the nurse and being aware of patient's rights and the issues of privacy. Related theories from behavioral and physical sciences are incorporated.

The course also will provide students with practical foundation of nursing practice. Learning experiences introduce students to the role of the nurse as an integral member of the health care system. Emphasis is placed on the art and science of nursing including development and refinement of basic nursing skills which provide the foundation for holistic, evidence-based practice. Students begin to develop critical thinking skills through development and application of the nursing process. The clinical experience is designed to provide students the opportunity to develop basic nursing skills and begin to



develop a holistic, caring approach with patients and families in different health care settings.





**Course title: Medical -Surgical Nursing (1)**

**Course code: NUR 120203**

**Credit hours: 3 hrs. (Theory)**

**Pre-requisite: NUR 120101, NUR 120102, Med 120101, Med 120102**

**Co-requisite: NUR 120204**

This course focuses on the holistic nursing care of young, middle, and older adults experiencing an array of bio-psychosocial alterations and the associated response to illness in a variety of health care settings with an emphasis on secondary and tertiary prevention. Emphasis is on professional health care that reflects comprehensive, research and evidence-based, humanistic, altruistic, and inter-professional values. The students learn nursing concepts to assist patient in achieving optimal functioning.

This course will assist students with an opportunity to provide care for patients with common uncomplicated medical –surgical health conditions. Emphasis is placed on identification of potential and actual patient problems, and to assist students to incorporate professional standards as a basis for practice, apply critical thinking, set theory and research findings in planning and implementation of care in collaboration with other health team members. Critical thinking, communication, and clinical competency are key components in this course.

**Course title: Health Assessment**

**Course code: NUR 120204**

**Credit hours: 2 theory + 2 Lab (4 hrs.)**

**Pre-requisite: Med 120101, Med 120104**

**Co-requisite: NUR 120203**

This course is designed to introduce knowledge and skills required to perform a systematic examination across the life span through holistic perspective of clients' health status, and to record findings appropriately. Using a theoretical and practical approach, student will be provided the opportunity to practice overall physical examination, conducting an overall health assessment.

Laboratory/clinical experience will provide students an opportunity to apply theoretical knowledge in performing comprehensive physical examination and for both healthy and ill clients. Students also will develop skills and techniques required for a comprehensive assessment within a legal/ethical framework of nursing profession. Lab time is offered for the development of skills needed to perform physical examination and health assessment on adult clients. Included are interviewing, subjective and objective data collecting techniques and a review of documentation.





**Course title: Medical Surgical Nursing (2)**

**Course code: NUR 120205**

**Credit hours: 3 hrs. (Theory) + Clinical (4hrs.)**

**Pre-requisite: NUR 120203, NUR 120204**

**Co-requisite: None**

This course is a continuation of providing holistic nursing care management of young, middle, and older adults experiencing an array of bio-psycho-social responses of adults to actual and high-risk conditions that affect their functional health patterns. These conditions may be acute or long term and the focus will be on selected functional health patterns. The course emphasize on medical-surgical specialties such as ENT, ophthalmology, orthopedics etc... Nursing process will be used as a framework to formulate nursing diagnoses and identify nursing interventions directed towards promoting, maintaining and restoring the health of adults and their families. This course is designed to assist students with opportunity to provide care for adults' patient with medical –surgical health deviations that can potentially lead to a critical state. The course emphasizes on medical-surgical specialties such as ENT, ophthalmology, orthopedics etc...

The clinical experience is designed to provide students an opportunity to incorporate professional standards as a basis for practice, apply critical thinking, and research, best practice -based findings to provide holistic care for adults. Clinical experiences will be in the medical and surgical ward specialties.

**Course title: Bacteriology**

**Course code: Med120106**

**Credit hours: 2 hrs. Theory**

**Pre-requisite: None**

**Co-requisite: None**

This course is designed to provide nursing students with an introduction to the biology of micro-organisms, particularly the bacteria, fungi, protozoa, and viruses that are agents of human disease. This includes the biological characteristics of microbes, ant-microbial methods, and concepts of immunity, diagnosis and treatment and prevention of infection.

**Course title: Pediatric Nursing Course code: NUR 120301**

**Credit hours: 3 hrs. (Theory) + 4 hrs. clinical**

**Pre-requisite: NUR 120203, NUR 120204, NUR 120205**

**Co-requisite: None**

This course is designed to introduce nursing students to the basic knowledge, and principles of pediatric nursing. The course covers the health needs of healthy as well as sick child. This course is designed to introduce nursing students to the basic skills of nursing care provided to children and their families. Clinical experience offered in this course is designed for the purpose of helping students to integrate theory and research-based findings to provide holistic care to children as well as their families.



**Course title: Maternity & Women Health Nursing**

**Course code: (NUR 120304)**

**Credit hours: 3 hrs. (Theory) + 4 hrs. clinical**

**Pre-requisite: NUR 120203, NUR 120204, NUR 120205**

**Co-requisite: None**

This course is designed to assist nursing student in developing expertise and in depth understanding in the field of Obstetrics and Gynecological nursing. It helps students to provide the client with a holistic care. Also, this course aiming at providing students with knowledge, skills, and attitude to provide safe nursing care based on evidence-based research and best practice findings for women across life span as well as newborn infant in relation to normal and abnormal conditions. It also familiarizes the learner with the concept of high-risk women and facilitates critical thinking skills in planning for care according to the nursing process. The clinical course focuses on the application of evidence-based knowledge and critical thinking skills in providing care for families during childbearing years. The course aims to make the student able to provide nursing care for the female during pregnancy, labor, post natal, peri-natal and climacteric period in different health care settings and M.C.H.

Clinical experience also includes caring of families during normal pregnancy, high-risk pregnancy, and during the health newborn period. Concepts of family integrity are used as a basis for the provision of care. In addition, the course provides an excellent opportunity for the student to enhance communication with mothers, their babies and other family members through health education and interaction.

**Course title: Ethical & Legal Aspects of Nursing**

**Course code: (NUR 120207)**

**Credit hours: 2 hrs. (Theory)**

**Pre-requisite: None**

**Co-requisite: None**

This course introduces the legal and ethical issues related to nursing practice. Laws and ethical principles that guide professional nursing practice in the current health care delivery system is emphasized. Information on ethical principles, malpractice, negligence, and standards of care are emphasized.

**Course title: Psychiatric & Mental Health Nursing**

**Course code: (NUR 120405)**

**Credit hours: 3 hrs. (Theory)+ 4hrs.**

**Pre-requisite: NUR 12030, NUR 120304**

**Co-requisite: None**

This course is designed to strengthen the student's concept of health, mental health, human relationships and application of the nursing process with individuals demonstrating maladaptive coping responses. The course also focuses on the nursing assessment and management of individuals with various mental health problems. It presents students to



concepts of mental health promotion & illness prevention within individuals, groups, and families in different setting.

The course emphasizes on the understanding of basic mental process within cultural, legal, & ethical context. Psychiatric and Mental Health nursing clinical experiences enable student to develop clinical skills in providing care effectively and therapeutically for individuals with an acute or chronic maladaptive coping responses through application of therapeutic nurse-patient relationship, nursing process, holistic intervention. In addition, students are expected to integrate principles of psychiatric nursing, psychopharmacology, and communication skills in providing care for patients and their families. Cultural, legal, and ethical dimensions are maintained all through practice.

**Course title: Community Health Nursing**

**Course code: NUR 120401**

**Credit hours: 3 hrs. (Theory) + 4hrs. clinical**

**Pre-requisite: NUR 120301, NUR 120304**

**Co-requisite: None**

Community health nursing is a field of public health that deals with study of individuals, families, and communities to improve their health considering the three levels of prevention. Using available community resources and evidence based findings as a basis for making judgments in community health nursing plans. This course focuses on the practice of community health nursing. Students assess families and communities to identify health needs and to apply research -based interventions at all levels of preventions to specific needs of identified population groups.

Using available community resources. Also, the course will help students to develop advanced communication skills in collaborating with clients and health team members in planning, implementing and evaluating nursing interventions to improve the over all health of the community with the context of primary health care and current models of health promotion.

**Course title: Epidemiology**

**Course code: (Med 120301)**

**Credit hours: 3hrs. (Theory)**

**Pre-requisite: Med 120103**

**Co-requisite: None**

This course provides the opportunity to explore and discuss causes of health and diseases though systematic and rigorous identification of patterns in populations, formulating causal hypothesis. Epidemiology is the basic science of public health and such provides the scientific underpinning for understanding disease pattern so that effective interventions can be proposed, implemented and evaluated.



**Course title: Nursing Informatics**  
**Course code: NUR 120206**  
**Credit hours: 2 hrs. ( 1 Theory+ 1 lab)**  
**Pre-requisite: None**  
**Co-requisite: None**

Nursing informatics course is utilizing information systems and technology for improvement and transformation of health care. The focus of this course is on the integration of informatics knowledge, skills, and attitudes to support culturally sensitive, evidence- based practice at a leadership level.

**Course title: Critical Care Nursing**  
**Credit hours: 3 hrs. (Theory) + 4hrs. clinical**  
**Pre-requisite: NUR 120301 , NUR 120304, NUR 120203, NUR 120204, NUR 120205**  
**Co-requisite: None**

This course presents physiological concepts as a basis for understanding disease and nursing assessment findings upon which clinical decisions regarding intervention are made. **it** provides fundamental information about the nursing process of patients in Critical care settings. The course requires synthesis of pathophysiological, pharmacological, and therapeutic concepts.

This course is designed to provide students with the skills required to provide care safely for critically ill patient. It focuses on having the students expand their knowledge-base and master critical care nursing psychomotor skills associated with assessment and provision of comprehensive nursing care for patient with acute life threatening conditions and attitudes through reflection in and on action in clinical settings. It also focuses on the application of immediate, rapid and accurate nursing assessment and provision of quality nursing care according to priorities.

This course will enables students to provide comprehensive quality nursing care for critically ill patient and with different body system alterations, with different types of invasive devices as well as with different types of machines encountered in critical care settings and to demonstrate understanding of the critical care environment in which practice occurs in order to provide care for the critically ill patients in the different critical care settings. Nursing process is used as an approach of providing holistic patient care. Critical thinking, clinical judgment, decision making and team work are emphasized in this course.



**Course title: Nursing Administration**

**Course code: NUR 120402**

**Credit hours: 2 hrs (theory) |+ 2 hrs. clinical**

**Pre-requisite: None**

**Co-requisite: -**

Nursing administration is an introduction to the theory and practice of nursing leadership and management. The emphasis is directed to an understanding the key skills that should be employed by highly successful nurse leaders/managers such as thinking critically, communicating effectively, handling conflict, delegating successfully, building teams, motivating personnel, controlling resources, improving quality, managing stress, leading change, and managing information technology. In addition there is a unit dedicated to handle multiple aspects of managing legal and ethical issues facing leaders/managers in the work environment.

The course also provides an overview of health care delivery models, organizational systems, and the structure of health care with an emphasis on the professional nursing role. Theories and principles of leadership and management relevant to professional nursing practice are included. Strategies that can increase effectiveness in the leadership and management role are examined. The clinical experience of this course will help student to use basic tools and concepts of nursing administration in unit management needed by the nurse leader in order to organize effective client care in different clinical settings.

**Course title: In-service Training**

**Course code: N.,UR 120403**

**Credit hours: 2 hrs (theory)**

**Pre-requisite: None**

**Co-requisite: None**

This course will help student to develop, implement and evaluate an in-service training program based on needs assessment.

**Course title: Principles of Statistics**

**Course code: Sup 120301**

**Credit hours: 2 hrs (theory)**

**Pre-requisite: None**

**Co-requisite: None**

This course is designed to introduce nursing student to the basic science of biostatistics as quantitative foundation of epidemiology. Collect the data related to the case, analyze data statistically, then discuss the results and put the conclusions which lead to application of the results.



**Course title: Teaching Strategies & Health Education**

**Course code: Sup 120202**

**Credit hours: 2 hrs (theory)**

**Pre-requisite: None**

**Co-requisite: None**

Upon completion of this course the students will be able to conduct health teaching sessions to individuals, families and groups in different community settings using different concepts and skills of health education. Health education skills will be based on scientific background that could be conducted to individuals, families and groups in different community settings. This course also aiming at providing nursing students with the basic concepts and theories of teaching process. It emphasizes the learning principles and how to evaluate different teaching methods. It also focuses on develop educational unit using appropriate objectives, method, audiovisual aids, and evaluation to provide effective health teaching to individuals and groups.

**Course title: Nursing Research**

**Course code: (NUR 120305)**

**Credit hours: 2 hrs (theory)**

**Pre-requisite: None**

**Co-requisite: None**

This course focuses on the integration of theory, practice, and research. The course will provide students chances to become familiar with the various methods of scientific inquiry including both qualitative and quantitative data. The components of the research process will be presented, explored, and applied. Orientation to the research process will provide students the opportunity to understand evidenced –based practice in nursing and health care and to develop basis of critical evaluation of research findings and applying the results to practice in a variety of clinical settings.

**Course title: Normal Growth & Development**

**Course code: NUR 120302**

**Credit hours: 2 hrs.**

**Pre-requisite: None**

**Co-requisite: None**

Growth and development are ongoing process that represents the sum of the changes that take place in the lifetime of an individual. The entire course is a dynamic process that encompasses several multifaceted and interrelated dimensions; growth, development, maturation and differentiation. Understanding normal growth and development is a mandatory pre-requisite to understand the abnormal events that may occur during disease process. Also, it helps planning interventions to promote healthy well-being at individual, family and community levels.

The course focuses on providing students with the basic concepts and theories of human development throughout lifespan. The course also emphasizes the role of heredity, environment and community on human development. The course deals with the cognitive,





social, and emotional aspects of human development through various developmental theories. It also focuses on the characteristics and common psychological problems during childhood, adulthood and old age.

**Course title: Communication & Human Relations**

**Course code: NUR 120208**

**Credit hours: 2 hrs.**

**Pre-requisite: None**

**Co-requisite: None**

Communication skills and Human Relation course aims at introducing students to theories and models of communication skills which enhance nurse-client interaction, and help students monitor themselves during interactions in a therapeutic relationship. This course also strengthen, students' understanding of self, self-motivation, self-awareness and develops creative abilities for goal setting, problems- solving, and critical thinking.

**Course title: Emergency Nursing**

**Course code: (NUR 120303 )**

**Credit hours: 3 hrs. (Theory) + 4 hrs. clinical**

**Pre-requisite: NUR 120203, NUR 120204, NUR 120205**

**Co-requisite: None**

This course is designed to provide student with knowledge and skills associated with the delivery of emergency nursing care to an adult patient. Course content reviews pertinent information for the emergency room nurse on the areas of respiratory assessment, shock, first aid, adult triage, resuscitation, trauma nursing.

Practice in emergency settings may range from life saving interventions to provide health promotion and injury prevention. It will assist student to develop psychomotor skills of simulated laboratory /clinical practicum in an emergency setting. It enables the students to provide comprehensive quality nursing care to emergent patient with different body system alterations, with different types of invasive devices and with different types of machines encountered in emergency care settings. Also, it help student to assess accurately the emergent patient, implement appropriately nursing care of the emergency patient, assist with common emergency procedures, and demonstrate care for the diverse patient conditions. Critical thinking, clinical judgment, decision making and team work are emphasized in this course.

**Course title: Graduation Project**

**Course code: (NUR 120407)**

**Credit hours: 2 hrs. (Practice)**

**Pre-requisite: None**

**Co-requisite: None**

Each student will be assigned to design and carryout a project selected from one nursing clinical area for partial fulfillment of graduation.

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**BSCs Program**

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**Course title: Evidence-Based Nursing**

**Course code: (NUR 120404**

**Credit hours: (2 hrs. theory)**

**Pre-requisite: None**

**Co-requisite: NUR 304, NUR 306**

This course introduces students to the essential elements and process of evidence- based practice

**Course title: Complementary & Alternative Healing Modalities**

**Course code: ELEC.**

**Credit hours: 2 hrs**

**Pre-requisite: None**

**Co-requisite: None**

The purpose of this course is to introduce nursing students to selected complementary and alternative therapies cited in the healthcare literature. It introduces student to the physiological and theoretical principles underlying the practice of complementary and alternative medicine. Also it will integrate concepts of healing and holistic health in nursing theories as applicable to complementary and alternative therapies. The course will critically evaluate these complementary and alternative therapies for potential benefit in maintaining and improving health. It will incorporate current evidence and efficacy relating to use and safety of complementary and alternative therapies.

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Kafrelsheikh University