



RAK College of Dental Sciences

Catalog

Bachelor of Dental Surgery (BDS)
Undergraduates 2024-2025





H.H. Sheikh Saud Bin Saqr Al Qasimi

Ruler of Ras Al Khaimah and Supreme

Council Member

United Arab Emirates



H.H. Sheikh Mohammed Bin Saud Bin Saqr Al Qasimi
Crown Prince of Ras Al Khaimah, United Arab Emirates



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President's Message

Dear Students,

It is my pleasure to welcome you to RAK Medical and Health Sciences University, the first comprehensive health sciences university in the UAE, and one of the leading medical and health sciences universities in the region.

With the kind support from His Highness Sheikh Saud bin Saqr Al Qasimi, UAE Supreme Council Member and Ruler of Ras Al Khaimah, RAKMHSU has established itself as a credible destination for medical education in the UAE and Gulf Region.

We at RAK Medical and Health Sciences University (RAKMHSU) are extremely proud to be fully managed by the Government of Ras Al Khaimah, which enables us to prioritize our students' learning and success before anything else.

RAKMHSU is providing a favorable ambience to around 1350 students from 49 nationalities, and it aspires to further growth by establishing more masters' programs not only in nursing and pharmacy, but also in the medical and dental programs. It is a matter of great satisfaction to see our students excelling in academics, as well as in other co-curricular and extracurricular activities bringing laurels to the university!

This catalog provides the BDS program students with an in-depth and broad guidelines of the university's admission procedures, assessment policies, student policies, financial information and academic aspects.

The catalog also focuses on furnishing the details of RAKMHSU Vision, Mission, Core Values and Functions, Licensure and Accreditation status of the university and BDS program, the structure of the university, the Memorandum of Understandings with different institutions / organizations both national and international, and the university's state of art facilities.

Every student should be well versed with all the guidelines incorporated in the catalog and other university's publications relevant to students and BDS program. We look forward to facilitate you to become outstanding leaders in healthcare profession.

I'm delighted to welcome you again to RAKMHSU, and I look forward to seeing you in our beautiful campus!

Professor Ismail Matalka, FRCPath
President





Dean's Message

RAK College of Dental Sciences (RAKCODS) offers a five-year dental training program leading to the degree of Bachelor of Dental Surgery. Initial accreditation for this program was granted in 2007 and final accreditation in 2020 by the Commission for Academic Accreditation (CAA), Ministry of Higher Education, UAE. The College has implemented Reforming Dentistry Programs of Ministry of Education to improve its BDS program.



The college was established to provide quality education that ensures an enriching future for its dental graduates who fulfil the oral health needs of the community. The curriculum of the BDS program has been designed to meet the oral health needs of the community and has undergone a thorough review by external advisory board and external review team of CAA. The revised curriculum is in line with the recent technology and advances in dental sciences. Basic sciences and general education courses are in the first 2-year study plan. Students are exposed to clinical orientation from year two. Preclinical courses are more elaborated in years 2 and 3. Clinical training from year 3 to year 5 is provided under the supervision of highly qualified staff. Moreover, 4 electives course (Optional) are added in curriculum with flexible timing. The college has well equipped state-of-the-art building with all modern facilities for the basic sciences, preclinical and clinical training of students in its own labs and dental clinics to facilitate the clinical training of the students. This clinical training has made a valuable contribution in comprehensive patient and community based preventive dental care. Free dental treatment in different dental disciplines is provided to patients of various nationalities. The community outreach program of RAKCODS is commendable as it has managed to provide oral hygiene education and motivation to children and laborers. Overall, students are more confident in the services being provided by the college. The college is looking forward to expanding its program in the future.

Prof. Muhammed Mustahsen Rahman
Dean- RAK College of Dental Sciences



1. RAKMHSU Academic Calendar 2024-2025

ACADEMIC CALENDAR 2024-2025				
	Weeks	From	To	Description
FALL SEMESTER	1	26-Aug-24	30-Aug-24	26th Aug - First day for Existing students; Registration and Orientation for all Programs 27th Aug - Regular Teaching Starts for Existing Students - All Programs
	2	2-Sep-24	6-Sep-24	02nd-03rd Sep - Freshmen registration and Orientation for All programs (Including Masters) 04th Sep - Last day for Add/Drop 04th Sep - Year 1 Regular Teaching Starts
	3	9-Sep-24	13-Sep-24	
	4	16-Sep-24	20-Sep-24	Suggested week for Placement Test (English) 20th Sep - Last day for withdrawal from Fall semester 20th Sep - International Day of University Sport (IDUS)
	5	23-Sep-24	27-Sep-24	25th Sep - World Pharmacists Day Suggested week for Placement Test (Arabic) End Rotation exam for MBBS Year 4 & 5
	6	30-Sep-24	4-Oct-24	30th Sep - 04th Oct - Fresher's Week, Sports Competition 04th Oct - Fresher's Day Written Test Slot 1 (B.Pharm Year 2, 3 & 4, Spring Batch Sem 2)
	7	7-Oct-24	11-Oct-24	Teaching Week / Written Test - B.Pharm ,
	8	14-Oct-24	18-Oct-24	RAKMHSU Breast Cancer Awareness Day (Pink October) & Mental Health Day
	9	21-Oct-24	25-Oct-24	Midterm exams (Fall Semester & Annual Courses) for BDS/B.Pharm (Theory)/ MSN/MS Programs 25th Oct - Book Fair
	10	28-Oct-24	1-Nov-24	1st Nov - Flag Day (Official Date 3rd Nov) End Rotation exam for MBBS Year 4 & 5 Midterm exams (Fall Semester and Annual Courses) for BDS Midterm Assessment Practical for B.Pharm / MS Program
	11	4-Nov-24	8-Nov-24	06th Nov - Career Fair (Afternoon)
	12	11-Nov-24	15-Nov-24	Teaching Week / Written Test - B.Pharm 11th - 15th Nov. - The 15th Sports Festival
	13	18-Nov-24	22-Nov-24	21st Nov - The 53rd UAE National Day Celebration Teaching Week / Written Test Slot -2 B.Pharm
	14	25-Nov-24	29-Nov-24	29th Nov-Submission of End Semester question papers Midterm exams for BSN/RNBSN
	15	2-Dec-24	6-Dec-24	02nd & 03rd Dec-UAE National Day End Rotation exam for MBBS Year 4 & 5 Midterm exams for BSN/RNBSN
	16	9-Dec-24	13-Dec-24	Midterm exams for MBBS Clinical Years
	17	16-Dec-24	20-Dec-24	Clinical rotation for MBBS Clinical years Final Practical Examination for B.Pharm
		23-Dec-24	27-Dec-24	Winter Break for Students CEDAR - Faculty Development Week
		30-Dec-24	3-Jan-25	Winter Break for Students, Faculty & Academic Administrators (like College Deans) 01st - New Year's Day 2025
	18	6-Jan-25	10-Jan-25	06nd Jan - Classes resume after Winter Break 7-9 Jan - DUPHAT -2025 06th Jan - Last day for Submission of CA marks and attendance for Fall Sem Revision / Makeup Exam / End Semester Exam for Fall Semester Courses for all programs Final Exams for Fall Semester for B.Pharm only
	19	13-Jan-25	17-Jan-25	Final Exams for Fall Semester for all programs



ACADEMIC CALENDAR 2024-2025

	Weeks	From	To	Description
SPRING SEMESTER	1	20-Jan-25	24-Jan-25	20th Jan - Spring Semester Begins for all programs 20th - Orientation for Spring Admission 22nd Jan - Last day for Add/Drop 23rd Jan - RAKMHSU Awards Day (From 03:00 - 05:00 pm)
	2	27-Jan-25	31-Jan-25	27th Jan - Last day for withdrawal from Spring semester End Rotation exam for MBBS Year 4 & 5
	3	3-Feb-25	7-Feb-25	4th Feb - The 14th RAKMHSU Mini-Marathon
	4	10-Feb-25	14-Feb-25	13th Feb - RAKMHSU Cultural Day (Full day activity)
	5	17-Feb-25	21-Feb-25	Suggested week for Mock fire Drill Science Exhibition RAKMHSU - Alumni Meet
	6	24-Feb-25	28-Feb-25	Community Engagement Activities Midterm Exams for BDS Teaching Week / Written Test Slot 1 for B.Pharm 24th - 28th Feb - Champion Sports Competitions
	7	3-Mar-25	7-Mar-25	Recommended period for Midterm exams Teaching Week / Written Test for B.Pharm End Rotation exam for MBBS Year 4 & 5 4th Mar - International Dental Assistant's Day 06th Mar -UAE National Sports Day
	8	10-Mar-25	14-Mar-25	Recommended period for Midterm Teaching Week / Written Test for B.Pharm Midterm exam for MBBS Year 4 & 5
	9	17-Mar-25	21-Mar-25	Midterm exams 1 (Spring Semester) and Midterm exams II (Annual Courses) for BDS/B.Pharm/MS and other programs 20th Mar - World's Oral Health Day
	10	24-Mar-25	28-Mar-25	Midterm exams 1 (Spring Semester) and Midterm exams II (Annual Courses) for BDS and other programs Midterm Assessment (Practical) for B.Pharm / MS Program
		31-Mar-25	4-Apr-25	Spring Break for Students Eid al-Fitr Holiday
		7-Apr-25	11-Apr-25	Spring Break for Students, Faculty & Academic Administrators
	11	14-Apr-25	18-Apr-25	14th Apr - Classes resume after Spring Break Teaching Week /Written Test for B.Pharm Campus Interviews Activity Clubs Events
	12	21-Apr-25	25-Apr-25	
	13	28-Apr-25	2-May-25	End Rotation exam for MBBS Year 4 & 5 Teaching Week / Written Test Slot -2 B.Pharm
	14	5-May-25	9-May-25	05th May - Last day for submission of End Year Questions International Nurses Week 04th & 05th May - The 15th RAKMHSU Students Scientific Conference
	15	12-May-25	16-May-25	MBBS Year 5 - Final Exam starts Revision/Study Break/Makeup Exam for all programs End Sem Practical Examination for B.Pharm and MS Program
	16	19-May-25	23-May-25	Final Exams for all programs
	17	26-May-25	30-May-25	Final Exams for all programs
	18	2-Jun-25	6-Jun-25	3rd June - Announcement of Results for MBBS Year 5 Final Exams for all programs 5th Jun Arafat Day Eid al-Adha Holiday
	19	9-Jun-25	13-Jun-25	10th June - Announcement of Results 12th June- Issue of LOC / Transcript 14th Jun Annual vacation begins
☒	25th Jun - RAKMHSU Convocation-2025.			
☒	Holidays for Eid Al Fitr is on 29 Ramadam to 3 Shawwal and for Arafah Day and Eid Al Adha on 9 to 12 Dhu Al Hijjah. Islamic holidays are tentative and are subject to change.			
☒	The semester(s)/academic period may be extended, in the event of loss of teaching days due to any unscheduled closing or holidays and any future directives by the Ministry of Education.			
☒	End Semester/Year Examinations may be scheduled giving at least a daybreak but not for Midterm Assessments /Repeat exams, examinations can also be planned on Saturdays/Holidays.			
☒	Provisionally Remedial 1 / Repeat1 Examinations (Spring Semester) will be held in July 2025.			
☒	Provisionally Remedial 2 / Repeat 2 Examinations (Fall & Spring Semester) will be held in August 2025.			



2. RAKMHSU Overview

RAK Medical & Health Sciences University (RAKMHSU) has been set up under the visionary leadership of His Highness Sheikh Saud bin Saqr Al Qasimi, UAE Supreme Council Member and Ruler of Ras Al Khaimah. The aim of His Highness Sheikh Saud Bin Saqr Al Qasimi, Ruler of Ras Al Khaimah and Supreme Council Member, United Arab Emirates was not just to build schools or colleges, but to lay a foundation for an educational infrastructure, that will serve as a platform for global institutions to provide world-class training to the students across the region. His message was clear “We need to encourage excellence in our schools now more than ever”. RAKMHSU has been maintaining absolute honesty and transparency in its functioning, in addition to a relentless march towards excellence with an issue-based functioning.

RAK Medical & Health Sciences University started as the First Comprehensive Health Science University in UAE in the year 2006. The MBBS Program was introduced in the Academic Year 2006 and Bachelor of Dental Surgery (BDS), Bachelor of Pharmacy (B Pharm), and Bachelor of Nursing (BSN) were commenced in the year 2007. Further, the Bridge Program for BSN (RN-BSN) was included to our list from the Academic Year 2008-2009. It is also a matter of pride for RAKMHSU for being the First in UAE to start a two-year Master's Program in Nursing and Pharmacy. Now, in addition to the MS in Adult Health Nursing (MSN) and MS in Clinical Pharmacy, we also have MS in Pediatric Nursing, MS in Community Health Nursing, MS in Psychiatric-Mental Health Nursing, MS in Midwifery, MS in Pharmaceutical Chemistry and MS in Pharmaceutics programs after due accreditation.

RAK Medical & Health Sciences University in Ras Al Khaimah, has achieved a significant academic milestone by attaining a "Five Stars" rating in the global QS Stars assessment system. This achievement places the university among the world's elite academic institutions.

The university received a special rating after experts from the QS Foundation carefully studied it. They looked at how well the university performs based on certain criteria outlined in the QS Stars method.

All our programs have been fully accredited locally by the Commission for Academic Accreditation (CAA) under the Ministry of Education. Also, RAKMHSU is listed in the World Directory of Medical Schools (WDOMS), hence it is internationally accredited. In addition to that, our Doctor of Medicine (MD) program is accredited by the World Federation of Medical Education (WFME), and the Bachelor of Pharmacy program is accredited by the Accreditation Council for Pharmacy Education (ACPE), USA. Our Nursing program received the Candidacy Approval from the Accreditation Commission for Education in Nursing (ACEN) and the Dental program is under the process of international accreditation from the Australian Dental Council (ADC).

RAK Medical and Health Sciences University is listed on the World Health Organization's roster, enabling university graduates to undertake examinations such as the American equivalent (USMLE), the British PLAB, and others, facilitating enrollment in studies and specializations abroad. Additionally, the Faculty of Dentistry is endorsed by the World Health Organization (IMRW), and the clinical training provided by the Faculty is acknowledged by the Royal College of Surgeons in Ireland.



The university is accredited as a testing center for English language tests including IELTS and EMSAT within UAE.

From the humble beginning with 22 students in 2006, RAKMHSU has grown remarkably well, now having more than 1350 students from about 50 different Nationalities. Similarly, RAKMHSU is proud to have 88 teaching faculty members, 140 non-teaching staff members, and 22 from teaching assistant from 35 different countries. RAKMHSU has become a role model of synergy and cooperation among students and faculty of different nationalities and religions, pursuing with commitment to their respective professional careers. The continued significant contribution from the committed faculty has helped RAKMHSU immensely in improving its academic standards. One of the happiest moments for all of us was the First Convocation held in the year 2011 when 19 Medical and 48 Nursing students received their degrees from His Highness Sheikh Saud bin Saqr Al Qasimi.

The implementation of the University Management System has enabled the University towards paperless administration. The implementation of the Online Examinations is yet another important step towards improvement in the effectiveness of the University functioning.

It is a matter of great satisfaction for RAKMHSU to receive accolades from the experts for the rapid progress in the quality of education that has been made in a short span of 17 years!

RAK Medical and Health Sciences University provides a favorable ambiance for learning and in the process establishes the legacy of academic quality. Our medical and health science professional training has been unique in several aspects and matching with the International Standards. Our Faculty-Student ratio of 1:6 is also contributing significantly to one-to-one interaction of students with the faculty. RAKMHSU has established itself as one of the foremost Universities in the region and is considered a credible destination for health sciences education. RAKMHSU envisages further growth by establishing more and more masters programs not only in Nursing and Pharmacy but also in the Medical and Dental programs in addition to short-term courses. It is a matter of great satisfaction to see our students excelling not only in academics but also in other co-curricular and extracurricular activities bringing laurels to RAKMHSU! Our students who have pursued their higher education in countries like the UK, USA, Australia, India, Germany, etc., are excelling in their chosen fields. Further, more than 600 Nursing Graduates, 50% of whom are Nationals, serving this country after their graduation.

RAK Medical and Health Sciences University is very proud to have all state-of-the-art facilities for quality health sciences programs. The RAK College of Dental Sciences has its own state-of-art building with ultra-modern dental clinical facilities. Further, an independent building for both nursing and pharmacy colleges in addition to a sports complex has been fully functional. With this additional state-of-the-art infrastructure, RAKMHSU has taken one more significant step towards the International Standards.

The university's central library spans an area of 13,500 square feet and can accommodate 300 male and female students. It features 14 group discussion rooms and a computer suite. The library is fully computerized using the AutoLib management program. Students have got access to approximately 25,000 physical books, along with 370 e-books and 3,500 magazines through the library's electronic portal.

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Translational Medicinal Research Center (TMRC) is a biomedical research laboratory adopting an interdisciplinary approach directed towards understanding the pathogenic mechanisms of different infectious diseases and non-infectious ailments such as obesity, diabetes, and hypertension. TMRC is also engaged in delineating the role of microbiome in health and diseases. In addition, research in the area of pharmaceutical sciences focusing on bioactive compounds from natural sources also constitutes an important area of research. TMRC is serving as the research hub of all four colleges of RAKMHSU; namely, RAKCOMS, RAKCOP, RAKCODS, and RAKCON. The collective goal is to create an intellectual atmosphere conducive to the exploration of frontiers of multidisciplinary knowledge. The ultimate goal is to develop novel diagnostic tests and products, procedures, and techniques of value for improving the health care and well-being of people.

RAK Medical & Health Sciences University's Central Animal Research Facility (CARF) was established in the year 2018 on an area of 2,237 square feet for the breeding, and housing of Wistar rats in addition to four laboratories for various pre-clinical research purposes. Currently, CARF maintains Wistar rats, and in the near future, we will incorporate in-breeding and housing facilities for different strains of genetically modified strains of rodents like BALB/c mice, Sprague Dawley rats, and New Zealand white rabbits. The CARF provides a centralized animal research and technical support facility for researchers in departments/ colleges across the University. The holding rooms in the CARF are multi-purpose and designed to be flexible, depending on the needs of the various animals and research paradigms. The veterinary doctor routinely does periodic health monitoring of the animals. In addition, feed and water analyses are carried out periodically to assess their quality and contamination. A dedicated team of well-qualified and trained scientists/ veterinarians and technical assistants, who are experienced in modern methods of animal care, breeding, and husbandry, manage the facility.

Moreover, a central simulation and clinical skills lab has been set up to provide comprehensive training to all students, including those pursuing master's degrees. This lab features various clinical simulation technologies such as the metaverse, high-fidelity mannequins, and simulation software. By incorporating these simulation exercises, the University has achieved another remarkable milestone in this field.

RAK Medical and Health Sciences University is proud to have implemented the online examinations for all programs which is an important milestone for the University, making the whole examination process foolproof and paperless.

Since its inception, RAKMHSU signed several MoUs with both national and international institutions/ organizations to encourage Electives, CMEs, Faculty and Student Exchange, Industrial Training, and Internship programs.



3. RAKMHSU Vision, Mission Core Values and Functions

3.1 RAK Medical & Health Sciences University

3.1.1 Vision

To be a leading medical and health sciences University in the UAE dedicated to the pursuit of academic excellence by fostering, disseminating and applying knowledge and intellectual values to ensure an enriching future for the student community and preparing them to join the medical and health sciences field of the 21st Century.

3.1.2 Mission

RAK Medical and Health Sciences University is committed, through its offering of academic programs in the medical and health sciences fields, to prepare both Undergraduates and Graduates of either sex and of all Nationalities in developing critical practice skills and latest knowledge. This will equip them with knowledge, practical and clinical skills and enabling them to make a valuable contribution to patient and health care as individuals and as responsible members of society for the communities of not only Ras Al Khaimah, but also UAE along with the neighboring Gulf countries. The University is also committed to contributing to the advancement of knowledge through its support for research conducted by its faculty and students, and the promotion of lifelong learning bound by ethical clinical practice.

3.1.3 Core Values

RAKMHSU's eight values underpin the way in which it conducts all of its activities and contribute to the achievement of its Vision and Mission.

- 1) Collegiality
- 2) Honesty and Integrity
- 3) Equity
- 4) Agility
- 5) Excellence
- 6) Student Centricity
- 7) Lifelong Learning
- 8) Innovation

3.4 Functions:

Goal 1:-

To ensure that it offers academic programs in medical and health sciences of high quality, which are recognized locally, regionally, and internationally.

Objectives:-



- a) To design, develop and offer Undergraduate programs after the accreditation process is completed for the respective Undergraduate program. Already RAKMHSU has been carrying out the Medical (MBBS/MD), Dentistry (BDS), Pharmacy (BPharm), Nursing (BSN), Nursing (RN-BSN Bridge program) programs successfully after the accreditation process. In addition, RAKMHSU shall offer other appropriate programs as and when approved.
- b) To design, develop and offer Graduate programs after the accreditation process is completed for the respective Graduate programs. Already RAKMHSU has been carrying out the Master of Science in Nursing in (a) Adult Health Nursing, (b) Pediatric Nursing, (c) Community Health Nursing and (d).
- c) Psychiatric - Mental Health Nursing; and Master of Science in Pharmacy in (a) Clinical Pharmacy and (b) Pharmaceutical Chemistry Pharmaceutics. In addition, RAKMHSU shall offer other appropriate programs as and when approved.
- d) To recruit and retain academic fraternity committed to creation and application of knowledge;
- e) To develop MBA (Healthcare), Medical Tourism and other contemporary educational programs to meet local and international standards;
- f) To develop clinical skills and training in cutting edge technologies to be acclaimed internationally by competent healthcare professionals;
- g) To provide required infrastructure facilities;
- h) To develop an evaluation system to monitor the outcome of all courses, infrastructure facilities and actions taken for improvement in each College and clinical setting and to ensure the key results are entered into the annual strategic plan for action and review.
- i) To recruit students committed to acquiring knowledge, skills and appropriate attitudes towards patient care.

Goal 2:-

To promote openness, diversity, fairness and academic freedom.

Objectives:-

- a) To demonstrate the ability to organize, record, research, present, critique and manage health science related information.
- b) To demonstrate the ability to work effectively as part of a health care team with appreciation for the multiple contributions of other health care professionals to the health of the individual and the health of the community.
- c) To monitor the access students, faculty and administrative staff have to records, faculty development and seminars.



- d) To evaluate coordinators, supervisors, students and patients in relation to openness, diversity and fairness and to ensure that the key results are entered into the annual strategic plan for action and review.
- e) To promote interdisciplinary opportunity for students and staff.

Goal 3:-

To ensure that its graduates are equipped with knowledge and skills, which allow them to enter the medical and health sciences fields as accomplished healthcare professionals and competent self-learners, critical thinkers, team players, ethically oriented, for contributing towards the development of the society they live in.

Objectives:-

- a) To develop strategies to support lifelong learning via both print and electronic sources and to remain current with the advances in medical and health sciences knowledge, skills and practice.
- b) To demonstrate the ability to acquire new information and data and to critically appraise its validity and applicability to one's professional decision.
- c) To demonstrate the ability to communicate compassionately and effectively, both verbally and in writing with colleagues, patients and their families.
- d) To display the personal attributes of compassion, honesty and integrity in relationships with patients, colleagues and communities.
- e) To exhibit a capacity for self-evaluation, moral reflection and ethical reasoning to form the basis for a self-directed, lifelong engagement and involvement in the medical and health sciences profession; and
- f) To monitor the outcomes of the strategies to support lifelong learning for students, academic faculty and administrative staff and to ensure the key results are entered into the annual strategic plan for action and review.
- g) To develop an alumni association to support graduates in their profession after graduating from RAKMHSU.

Goal 4: -

To contribute to the advancement of medical and health sciences knowledge and practice through its support of research activities conducted by its faculty and students.

Objectives:-

- a) To encourage faculty to participate in scholarly activities by attending conferences, seminars and enabling them to publish research papers in scientific journals.
- b) To facilitate the faculty to write for research projects and receive research grants.
- c) To facilitate the utilization of intellectual property of the University for the betterment of the humanity at large.



- d) To monitor budgetary support of and access to conferences, external seminars, research and to ensure the key results are entered into the annual strategic plan for action and review.

Goal 5:-

To render ethical healthcare and service to all patients with highest degree of accountability to self and community.

Objectives:-

- a) To be able to describe and discuss the implications of basic ethical principles including confidentiality, informed consent, truth telling and justice for the care of the patient.
- b) To demonstrate the ability to educate the patients and community about various health problems and to motivate them to adopt health promoting behaviors.
- c) To monitor student and faculty access to continuing education programs, speakers bureaus, clinical training and to carry out patient and community surveys and to ensure the key results are entered into the annual strategic plan for action and review.

Goal 6: -

To accentuate the growth of the University by promoting various academic activities, by establishing inter-institutional alliances with premier health Universities and organizations.

Objectives: -

- a) To foster interaction with industries, to promote research, infrastructure development and student placement.
- b) To establish consortial agreements with other premier health institutions and Universities to foster academic research collaboration including faculty and student exchange.
- c) To monitor the development of outreach programs, internships, collaboration with other universities/institutions and to ensure the key results are entered into the annual strategic plan for action and review.
- d) To monitor the development of a career planning unit and to ensure the key results are entered into the annual strategic plan for action and review.
- a) Current performance and the quality of the internationalization process is turned into new opportunities for strategic institutional developments.

3.2 RAK College of Dental Sciences (RAKCODS)

3.2.1 Vision

To be a leading dental institute in the UAE and the GCC region, dedicated to the pursuit of academic excellence as well as making valuable contribution to the community in oral healthcare.



3.2.2 Mission

To prepare graduates who have evidence-based knowledge and skills in the dental profession, enabling them to make a valuable contribution at an individual as well as at community level too. RAKCODS is also committed to contribute to the advancement of knowledge by supporting research conducted by its faculty and students, following ethical practices, in the process of encouraging lifelong learning.

Core Values

RAKCODS conducts all of its activities, contribute to the achievement of its Vision and Mission, and provides education to its students by following the same core value of RAKMHSU including Collegiality, Honesty & Integrity, Equity, Agility, Excellence, Student Centricity, Lifelong Learning and Innovation.



4. Licensure and Accreditation Status

4.1 National Accreditation			
Licensure / Accreditation	Date of Accreditation	Licensure / Accreditation	Current Status
RAK Medical & Health Sciences University:			
RAKMHSU Licensure	06 February 2024	13 March 2028	Active
4.2 National Accreditation			
Bachelor of dental surgery [BDS]	17 June 2020	31 October 2024	Active
4.3 International Accreditation / Recognition			
Licensure / Accreditation		Current Status	
Australian Dental Council (ADC)		The dental programs awaiting a joint visit from the CAA and the Australian Dental Council (ADC) in 2024.	



5. RAKMHSU Memorandum of Understanding

Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
2009	1	27-Jul-09	Jordan Hospital, Jordan	RAK Medical & Health Sciences University	28th July 2030
2017	2	8-Jul-17	The University of Findlay, Findlay. USA	RAK Medical & Health Sciences University	Automatically extended annually
2018	3	1-Sep-18	RAK Medical & Health Sciences University	Gulf Pharmaceutical Industries (JULPHAR), Ras Al-Khaimah. UAE	Renewal under process
	4	10-Jan-19	Gulf Medical University-Teach-Out Agreement-GMU-RAKMHSU, Ajman ,UAE	RAK Medical & Health Sciences University	11th Jan 2024
	5	25-Aug-19	European University-RM SKOPJE, Macedonia	RAK Medical & Health Sciences University	26th August 2024



Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
2019	6	26-Aug-19	RAK Medical & Health Sciences University	Sheikh Saud Bin Saqr Charitable Education Foundation	25th August 2024
	7	9-Sep-19	Ministry of Health and Prevention, UAE	RAK Medical & Health Sciences University	8th Sep 2024
	8	17-Dec-19	RAK Medical & Health Sciences University	BTS Pilani, Dubai Campus, UAE	16th Dec 2025
	9	1-Dec-19	RAK Medical & Health Sciences University	Dabur International Ltd, India	24 th December 2028
2020	10	5-Feb-20	Dataflow Verification Services	RAK Medical & Health Sciences University	Automatically extended
	11	16-Nov-20	RAK Medical & Health Sciences University	Temple University, Philadelphia. USA	15th Nov 2025
2021	12	17-Mar-21	Mothercell Regenerative Centre Private Limited, Tiruchippalli, India	RAK Medical & Health Sciences University	17th Mar 2026
	13	13-Apr-21	RAK Medical & Health Sciences University	Father Muller Research Center, Mangalore, Karnataka, India	13th April 2026



Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
	14	28-Aug-21	University of Liverpool, Brownhill, Liverpool	RAK Medical & Health Sciences University	13th April 2026
	15	16-Sep-21	Gulf Medical University, Ajman.UAE	RAK Medical & Health Sciences University	15th Sep 2026
	16	29-Nov-21	Universiti Teknikal MARA Sdn. Bhd, Malaysia	RAK Medical & Health Sciences University	28th Nov 2026
2022	17	4-Jan-22	Sree Anjaneya Medical Trust	RAK Medical & Health Sciences University	3rd Jan 2027
	18	10-Jan-22	Sheikh Saud Bin Saqr Al Qasimi Foundation for Policy Research, RAK, UAE	RAK Medical & Health Sciences University	Automatically extended
	19	19- Feb-22	RAK Medical & Health Sciences University	Special Olympics-UAE	Automatically extended
	20	07- Mar-22	RAK Medical & Health Sciences University	The National University of Science and Technology, Muscat, Oman	4th Mar 2025
	21	23- Mar- 22	RUDN University, Russia	RAK Medical & Health Sciences University	22nd Mar 2027

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Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
	22	25- Mar- 22	RAK Medical & Health Sciences University	RAK Modern Private School, RAK	24th Mar 2025
	23	30-May-22	City of London Dental School, London, UK	RAK Medical & Health Sciences University	29th May 2027
	24	01-Jun- 22	RAK Medical & Health Sciences University	Kanad Hospital Clinical Affiliation Agreement, Al Ain, UAE	31 st May 2027
	25	15-Jun-22	Manipal Academy of Higher Education, Karnataka, India	RAK Medical & Health Sciences University	21st Jun 2025
	26	29-Jun-22	Burjeel Hospital LLC, Abudhabi,UAE & Affiliates	RAK Medical & Health Sciences University	30th Jun 2027
	27	07-Jul - 22	The Armed Forces College of Medicine - Arab Republic of Egypt	RAK Medical & Health Sciences University	22nd Jun 2026
	28	19-Sep-22	Emirati Cadres Competitiveness Council (NAFIS)	RAK Medical & Health Sciences University	20th Sep 2026
	29	04-Nov-22	RAK Medical & Health Sciences University	Oasis Braces Center Abudhabi,UAE	5 th Nov 2027



Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
	30	13- Dec- 22	ST. John's Medical College, Karnataka, India	RAK Medical & Health Sciences University	12th Dec 2027
	31	30-Dec-22	Sheikh Khalifa General Hospital, Umm Al Quwain. UAE	RAK Medical & Health Sciences University	1st January 2026
2023	32	04- May-23	Emirates Health Services "EHS ", UAE	RAK Medical & Health Sciences University	5 th May 2028
	33	16- May-23	Sheikh Khalifa Hospital, Ras Alkhaimah. UAE	RAK Medical & Health Sciences University	17 th May 2026
	34	09 Jun -23	RAK Medical & Health Sciences University	Bridge Way International	10 th Jun 2023
	35	22-Jun-23	Amity University, Dubai, UAE	RAK Medical & Health Sciences University	21 st June 2025
	36	22- June 23	RAK Medical & Health Sciences University	American University Ras Al Khaimah, UAE	21st June 2026



Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
	37	22- June 23	RAK Medical & Health Sciences University	Collaborative Academic Provisions American University, Ras Alkhaimah. UAE	21 st June 2026
	38	4- July 23	The University of Dundee, Dundee, UK	RAK Medical & Health Sciences University	3 rd July 2024
	39	5 - July 23	The University of Strathclyde, Glasgow, UK	RAK Medical & Health Sciences University	4 th July 2025
	40	21 - August 23	Santosh Deemed to be University	RAK Medical & Health Sciences University	20 th August 2028
	41	22 - November 2023	Universidade Federal De Santa Catarina (UFSC), Brazile	RAK Medical & Health Sciences University	21 st November 2028
	42	26 - November 2023	RAK Medical & Health Sciences University	University of Warith Al-Anibiyaa, IRAQ	26 th November 2025
	43	5 - December 2023	RAK Medical & Health Sciences University	Fakeeh University Hospital	5 th December 2028



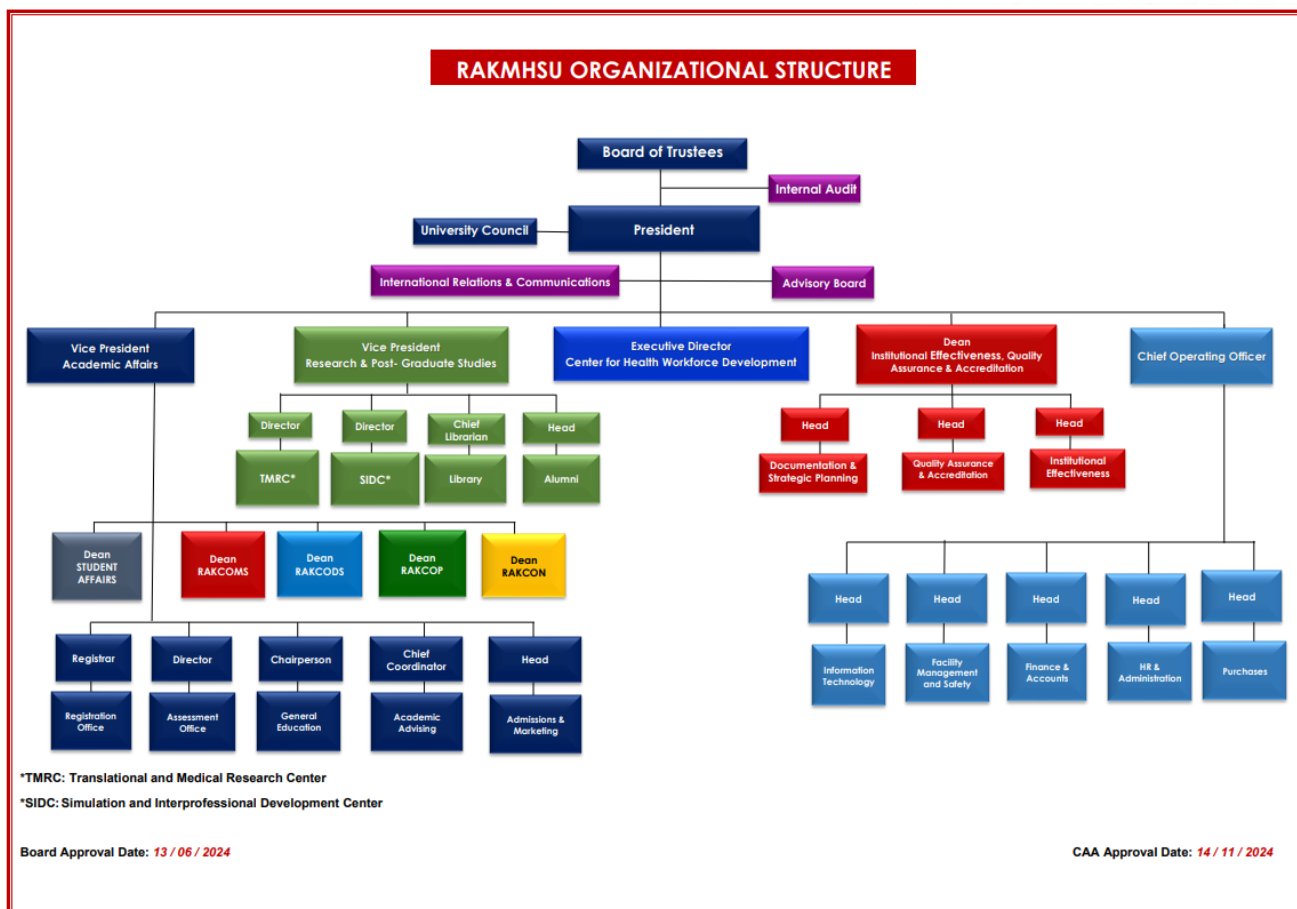
Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
2024	44	19 – December 2023	RAK Medical & Health Sciences University	RAK Hospital, RAK, UAE	18 th December 2028
	45	22- January 2024	Environment Protection & Development Authority, Khaimah, UAE	RAK Medical & Health Sciences University	21 st January 2029
	46	1 – January 2024	Burjeel Holdings PLC (BHPLC), Abudhabi,UAE	RAK Medical & Health Sciences University	31 st December 2029
	47	27 – February 2024	RAK Medical & Health Sciences University	The University of Jordan, Jordan	26 th February 2026
	48	27 – February 2024-	RAK Medical & Health Sciences University	Just University of Science& Technology,Jordan	26 th February 2026
	49	29 – February 2024-	RAK Medical & Health Sciences University	German Jordanian University, Jordan	28 th February 2026
	50	5-March 2024	Sharjah Center for learning Difficulties, Sharjah, UAE	RAK Medical & Health Sciences University	4 th March 2026



Year	No.	Date of MOU	First Party	Second Party	Contract Valid Until
	51	7- May 2024	RAK Medical & Health Sciences University	Symbiosis International (Deemed University),India	6 th May 2026
	52	6- June 2024	University of Palermo,Italy	RAK Medical & Health Sciences University	5 th May 2029

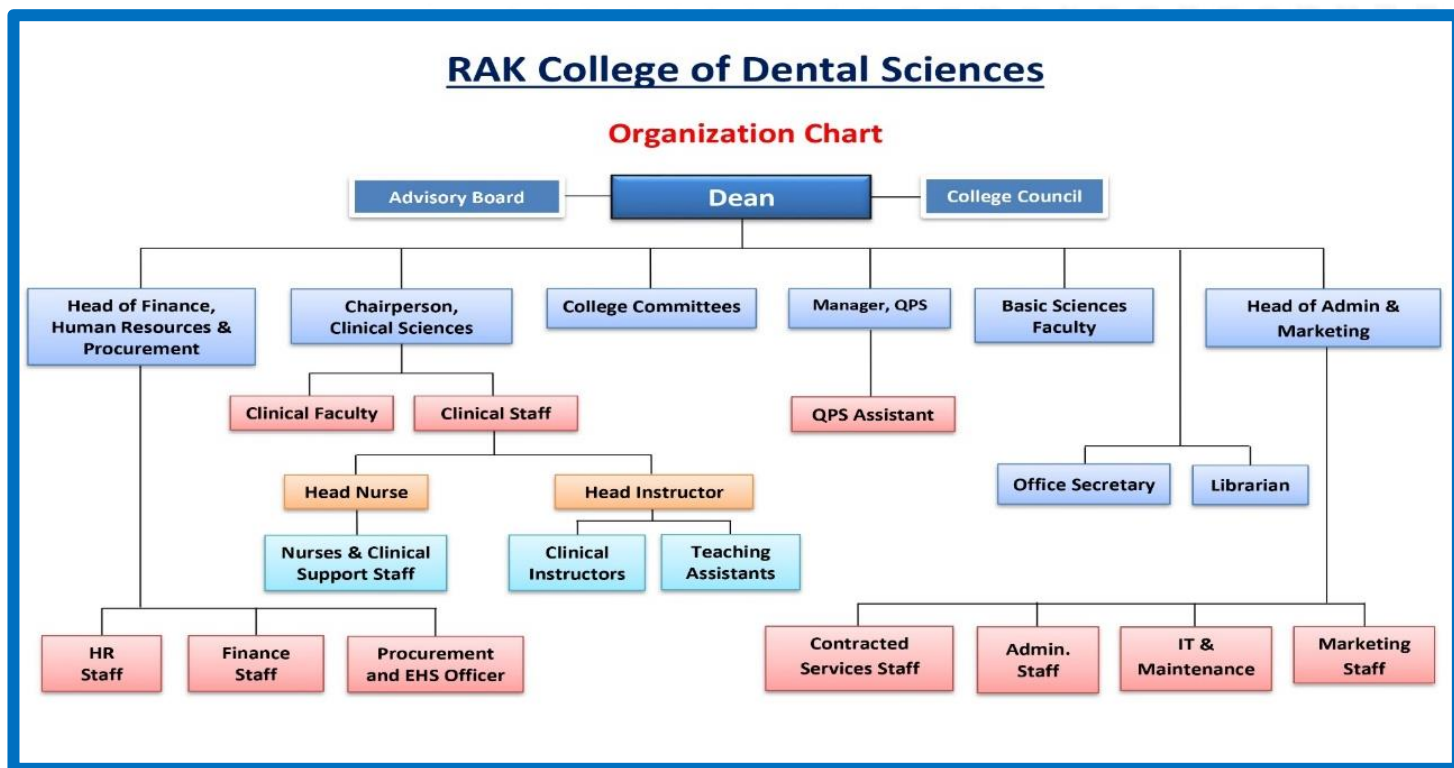


6. RAKMHSU Organizational Structure





6.1 RAK College of Dental Sciences Organization Structure





7. University Facilities

7.1 RAKMHSU - Physical Setting, Resources and Facilities

RAKMHSU is located in the Al Qusaidat area of the Emirate of Ras Al Khaimah. The University campus covers over 43,000 Sq. Mts. and has a Main Academic Block, Pharmacy & Nursing Block, Sports Complex, Cafeteria block and Animal house.

The main Academic Block is a G+3 building having 200,000 Square feet of built-up area housing the College of Medicine. The pharmacy and nursing building have a total built-up area of 96,000 square feet. The sports Complex (G+1) has a built-up area of 21,000 square feet having Indoor play area, Male & Female Gyms, Lounge and Music Room. Additionally, an outdoor football court is also built on an area of 16000 square feet. The Cafeteria is a G+2 building having an area of 8,600 square feet and houses the Kitchen, Cafeteria and dining halls for students, faculty and staff. An Animal House is built on an Area of 2,237 Sq. Ft. to support University research activities. College of Dentistry has its own state of art building (G + 5 Floors), a short distance from the main campus. Prayer hall with ablution facility is available in the ground floor for male and 4th floor for Females.

RAKMHSU students benefit from robust state of the art facilities, which include 30 Lecture halls, more than 25 high-end Laboratories, 2 Computer Labs having more than 300 desktop computer terminals, PBL rooms, On-site and Online Library facilities and an Auditorium equipped with advanced modern Audio-Visual equipment at par with the most advanced facilities found in Universities internationally.

7.1.1 Use of University Facilities

The University reserves the right to set reasonable time, place and manner restrictions on all meetings, gatherings or get-togethers to ensure that the most beneficial use of the buildings and grounds of the University are made and that there is no interference with the rights of students to the educational process.

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The use of University facilities should not imply an endorsement of any individual, group or organization. The name of the University shall not be identified in any way with the aims, policies, programs, products or opinions of any individual, groups or organizations, which may meet in University buildings or on University grounds. No University building or part thereof, or ground, may be occupied as living rooms or bedrooms, except those duly set aside and operated

7.1.2 Use of Classrooms, Laboratories and Office Space

Assignment of space in University buildings for continuing use by the College, Departments or other units for use shall be made by the President. These assignments shall be made on a semester-by-semester basis. Members of the University faculty, staff or students, who are assigned the office space in a building on campus, and who have been authorized to have a key to the main door of the building, shall be authorized to use such assigned office space whenever their work may require such use.

7.2 Physical Setting, Resources and Facilities at RAKCODS Building

RAK College of Dental Sciences has its own State-of-the-Art Facilities. The campus of RAKCODS is a testament to both architectural brilliance and educational innovation. This design not only enhances the campus's aesthetic appeal but also contributes significantly to the well-being and productivity of its occupants.

With a relentless focus on innovation and excellence, we continuously push boundaries, shaping the future of dental education, one beam of sunlight at a time. The core of our campus is a commitment to providing cutting-edge facilities that nurture the next generation of dental professionals.

The building comprises a basement, ground floor, and seven additional floors. The ground, first, and second floors are dedicated to student clinics where hands-on practice enhances practical knowledge. The clinical services are accredited by Canadian Accreditation Diamond Standard. The third floor hosts simulation and an auditorium. On the fourth floor, there is a spacious



library, E-Library, and another auditorium. The fifth floor accommodates two state-of-the-art labs and a classroom. Faculty and administrative offices are located on the sixth floor. Finally, the seventh floor features a spacious cafeteria and separate prayer areas for male and female students, promoting their spiritual well-being.

7.3 Use of Computers and Computer Lab

The purpose of the computing ethics and guidelines on use of computers is to help maintain an information technology infrastructure that supports the university's mission. Information technology is a critical resource for the University, as it acquires and distributes data for to carry out teaching, learning, research, academic and administrative activities of the University. These guidelines rely on common sense and ethical behavior to protect the privacy and access rights of each member of the community. Failure to adhere to these guidelines can result in the suspension of computing privileges.

Students, faculty, and administrators at University have basic rights regarding computing: privacy and access to an equitable share of hardware, software, and network resources. It is unethical for any person to violate these rights.

University owned computing resources are intended for administrative, research, and educational purposes only; and hence they shall be used in a manner consistent with the administrative, instructional, and research objectives of the University. They should not be used for personal profit, commercial development, or frivolous activities.

7.3.1 Access

Access to computers, programs, and files is restricted to authorized users only. Respect for the privacy of others is maintained by not intentionally seeking information about passwords or files belonging to other users, unless explicitly authorized to do so by those users.

- Academic communities are by nature open and transparent, therefore respect for the spirit of academia should be maintained. The theft, mutilation, and abuse of public or private computing resources violate the academic environment's nature and spirit. Theft also includes theft of

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services. Acts of theft will be referred to the appropriate University authority through the Campus Security.

- Computer systems, software applications, and other resources are provided for the benefit of the individuals within the University community. Deliberate or suspicious introduction of computer viruses, deletion or removal of software programs or files is a violation of computer usage policies. Acts of this nature will be referred to the appropriate University authority for disposition.
- Central and network computer access are protected by password security. Protection of computer accounts is accomplished by not divulging one's password to others, by changing one's password frequently, and by deleting unwanted files. If it is suspected that another person gained access to one's password, the password should be changed immediately.

7.3.2 Usage

- Computer resources, while widely available, are finite. Common sense regarding shared resources should be exercised. Engaging in deliberately wasteful practices , for example, printing large amounts of unnecessary listings, using the laser printer as a copy machine, making unnecessary laser printouts (printing after every editing / change), or unnecessarily holding a public PC or workstation for a long period of time when other users are waiting for these devices, is to be avoided.
- Computer connection in the Library is for use by authorized persons only. Activity on these machines is considered to be under the control of an assigned user.
- No server of any sort may be run on the University network other than those sanctioned by the University and operated by the IT Department, and as per the policies that are ratified by the University. This includes, but is not limited to game servers, Windows Servers, Novell NetWare Servers, or any form of UNIX in a server configuration.
- Institutionally owned systems may not operate recreational peer-to-peer applications or any peer-to-peer messaging applications that is exploitable due to improper configuration or



application weaknesses. Institutionally, owned computers and/or privately-owned computers, performing institutional business must have up-to-date anti-virus software installed.

- Services such as DNS, DHCP, BOOTP, WINS, FTP, or HTTP may be operated only within the guidelines and information technology policies of the University.
- The University maintains public access computing labs for use by the faculty, the students, and staff only. Proper use of public computer laboratory facilities is expected. Proper use follows the same standards of common sense and courtesy that govern the use of other public University facilities. Anyone engaged in an activity or use of the facility which hampers or interferes with the ability of others to do their work may be asked to quit the activity and/or leave the facility. Examples include loud conversation, disruptive behavior, excessive computer volume or display of pornographic, offensive or obscene materials.
- Electronic mail (e-mail) is a resource widely distributed and supported on the campus. Electronic mail is to be used for appropriate educational, research, and administrative purposes only. It is a violation of the computing policies of the University to start or forward chain letters which has no relevance to the university activities. This behavior is also in violation of most network policies. In addition, University policy prohibits users from sending threatening, obscene, or harassing messages to other users.

University email services should not be used for communicating greetings or forwarding any email other than that of academic interest.

- It is the policy and practice of the University to respect the copyright protection given to software owners. Therefore, it is against the policy for any student, faculty, or staff member to copy or reproduce any licensed software or other copyrighted material on University computer equipment except as expressly permitted by license. Appropriate laws and copyrights are to be respected. Requests for the duplication or installation of software will not be honored without proof of license or proof of purchase.
- Users requesting access to the University computing resources will be required to sign a

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statement on the appropriate user account request form indicating that they have read, understood, and agreed to abide by these guidelines.

7.3.3 Appropriate usage of the IT Enabled Resources and Services.

- Users requesting access to the University computing resources will be required to sign a statement on the appropriate user account request form indicating that they have read, understood, and agreed to abide by these guidelines.

- 1) IT Enabled Resources and Services are provided to carryout Academic and Administrative activities of the University.

- 2) End Users needs to make sure that information must not be disclosed in any form without proper approval. Unauthorized Access, editing, disclosure or copy of such information constitutes a security breach.

- 3) End Users should be aware of the RAKMHSU User rights and responsibilities.

- 4) Users are prohibited to access restricted web sites that promote racism, offensive language, pornographic, adult content and other malicious websites.

- 5) Users should not install any software without approval from the IT Department through proper channel. RAK MEDICAL & HEALTH SCIENCES UNIVERSITY GRADUATE CATALOG 2022-2023

- 6) Computer accounts are members of University Domain with normal user access rights. Users may not have Administrator privileges in their system.

- 7) Required applications needs to be installed only by the IT Department.

- 8) Users has to take care of their systems and needs to update frequently with the latest anti-virus and windows updates.

- 9) Users have to make sure that the data downloaded from from any external sources - USB flash drives, websites, email attachment etc are free from virus and malicious software.

7.3.4 Authorized User Access and Responsibility.

- 1) User accounts issued by the IT Department are the authorized to access IT Enabled Resources *Bachelor of Dental Surgery (BDS) Catalog 2024-2025*



and Services.

- 2) User has the responsibility to maintain Privacy and integrity of the information.
- 3) Password should not be shared with any one in any circumstances; guessable passwords should not be used because compromised passwords may affect the privacy and integrity of the Data.
- 4) User accepts the responsibility for the violations that occur from System while accessing RAKMHSU IT Enabled Resources and Systems from anywhere.

7.3.4.1 Access

- 1) Access to computers, programs, and files are restricted to authorized Users only, privacy for others is maintained, by not intentionally seeking information about passwords or files belonging to other Users, unless explicitly authorized to do so.
- 2) Access to Computer systems, software, Applications, and other resources provided for the benefit of the individuals within the University community.
- 3) Deliberate or suspicious introduction of computer viruses, deletion or removal of software programs or files is a violation of computer usage policies and charges would be brought as per the University policy / prosecution under laws, where applicable.
- 4) Resources are protected by password security. Protection of computer accounts is accomplished by not divulging one's password to others.

7.4 Library

7.4.1 RAKMHSU Library

RAK MHSU Library was established in 2006 as a learning and resource center. The vision of the Library is to support the RAKMHSU by establishing a knowledge hub to enable access to information resources of all kinds and to provide innovative, responsive and effective services to meet the changing needs of the academic community. It has a hybrid collection of print as well as electronic resources which include **26900+ Books, 4500+ e-Books, 3300+ e-Journals, 180+ thesis** (Nursing & Pharmacy), **7 online databases, 2000+ Audio-Visuals (CDs/DVDs)** related

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to Medical, Dental, Pharmacy, Nursing and General Education courses and books catering to general interests.

The library is located on the 2nd floor of the building, and has a total area of **1350 sqm**, including **14 discussion rooms**. It is equipped with modern technology such as state-of-the-art Library Security System, surveillance cameras and security gates. The library has more than **330 seating capacity**, which includes **140 individual study carrels** for quiet study and group discussion rooms. The main services of the library include circulation of resources, reference service, online Access to E-Books/E-Journals, Reprographic service (Printing & Scanning), Information Literacy, Inter-Library Loan, SDI & CAS services (Standard Dissemination of Information and Current Awareness Services). Reprographics services are offered through networked photocopying, printing and scanning facility with MiFare technology based prepaid ID Card system. The Circulation services (borrow/Return) of books are offered through a RFID-based Self Check-In and Check-Out automated library management system and high-speed internet access to online services such as online databases, e-books, and e-journals.

In addition of the Central Library and the library at RAKCODS campus, there are two satellite libraries located at Omran Hospital in Ras Al Khaimah and Fujairah Hospital in Fujairah to facilitate clinical students and clinical adjunct faculty of RAKMHSU. These Satellite Libraries are managed by the Central Library for providing books, journals, E-resources and other services in accordance with RAKMHSU guidelines. The library maintains the National Library of Medicine (NLM) and International Standard Documentation (ISD) Classification and Cataloguing system to ensure our resources are well organized and easily accessible.

The E-Library Portal provides on and off campus access on a 24/7 basis to all the subscribers. They can access, all electronic resources such as **EBSCO E-books, Up-To-Date, Clinical Key Students, AMBOSS** (for IFOM Preparation), **Lexicomp, CINAHL Ultimate and Scopus**, online journals, and e-books etc. The library also provides repository service for RAKMHSU Faculty

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publications as well as Student's Theses. The Printed copies are available in the library, whereas, digitized copies are available on demand only.

In addition to providing access to the various resources, the RAKMHSU Library also offers a range of research and reference services to support students in their academic pursuits. Our team of professional librarians are available to provide guidance and assistance with research and information retrieval. For Research Support Services The library offers a range of research support services to assist faculty and students to find, locate and use the information by providing them a range of resources, tools, and services to support them in conducting research. The librarians conduct the Information Literacy Sessions to assists and train the users for effective Literature search for their research topics and terms to enhance the quality and relevancy of their research. Academic software such as **SPSS, Turnitin and EndNote** are available in library to support the scholars in their research process.

Detailed information about the library is available on the library homepage <https://www.rakmhsu.ac.ae/library>. Which includes the library collection statistics overview, Services, facilities, rules, regulation, policies, tutorials, list of recommended books, important links, OPAC (catalogue of library collection), **Open Access Resources**, FAQs and various online forms such as book suggestion form and article request form etc.

The library strongly supports the academic honesty policy of the university and as a center of learning and information, the library recognizes the importance of academic integrity in ensuring the quality and credibility of academic work. To support this policy, the library provides a variety of resources and services to help students and faculty understand and uphold academic honesty. This includes access to software and databases related to similarity detection and plagiarism such as Turnitin, as well as workshops and training sessions on the proper use of sources, citation styles and research management.



7.4.2 RAKCODS Library

The RAK College of Dental Science Library, strategically located in the heart of the building on the 4th level, known as the Knowledge Floor, is a comprehensive resource center meticulously designed to meet the academic and research needs of students and faculty. The library is divided into three distinctive sections: Library Hall, E-Library, and Group Discussion Area. The library offers a wide ranging collection that includes physical books, journals and magazines, as well as electronic resources such as online databases, e-journals, eBooks, e-magazines, multimedia collections, informational materials essential for academic research and a variety of reference materials, such as dictionaries, manuals, handbooks, atlases, and specialized reference books.

With sufficient study space capable of accommodating over 100 students simultaneously, the library provides designated quite area to focus research and reading. The E-Library is equipped with desktop computers and the necessary software for academic and research purposes, allowing users to access online resources and conduct research effectively. For collaborative work, the library's discussion room provides the perfect setting for group studies and discussions related to academic assignments. Reprographic services including printing, scanning, and photocopying are available. The Online Public Access Catalogue (OPAC) allows users to search the entire collection by title, author, subject, or keyword and to check their circulation history, making information retrieval both efficient and user-friendly. The library also provides remote access to numerous online databases, enabling users to search for scholarly articles, eBooks, and other academic resources.

The library staff conducts information literacy sessions to empower students in independently using online databases and other library resources. They are always available to provide research assistance, helping users develop effective strategies for information retrieval and locate relevant materials for academic or research projects. The library is committed to fostering a supportive learning environment, encouraging all users to fully utilize its extensive library facilities for academic endeavors.

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8. Admission

8.1 University General Admission Requirements

RAKMHSU admission policy is based on student academic achievement in the 12th Grade/ Higher Secondary School Certificate or its equivalent, and English language proficiency, regardless of gender, race, color, religion, age, or national origin.

Admissions to undergraduate programs of RAKMHSU shall be competitive and will be based on the scores in the UAE (GSEC)/Grade 12 or its equivalent. Admission will depend on high merit and students are advised to fill in the online application in the RAKMHSU website and upload their Grade 12th Transcript, EmSAT-English/ TOEFL/IELTS score, other relevant documents/attachments.

Admission to all programs is based entirely on merit. Admissions are open to students of all nationalities.

Admission of international students will also depend on UAE immigration regulations regarding student visa.

8.2 BDS Program Admission Requirements

A.1 Admissions criteria for 12th grade High School or equivalent and additional requirements which are mandatory.

Curriculum	12th Grade High School or equivalent Requirements
UAE Curriculum	A minimum High School Average of 85% for Advanced Track or 80% for Elite Track or equivalent in Standardized International Systems is required with No admission of General Track applicants.
American Curriculum	An aggregate score of 85% is required. Priority in admission will be given to those with high scores in Biology and Chemistry/Physics. If Biology is not taken in 12th Grade, a SAT II score of 550 in Biology is required OR (If Biology is not done in grade 12th, require a letter from the school that the biology which achieved in grade 10th /11th is Equivalent to grade 12 th). SAT in Math and English required to be completed in school for obtaining Equivalency Certificate from MOE



Curriculum	12th Grade High School or equivalent Requirements
SABIS	An aggregate score of 85% is required. Priority in admission will be given to those with high scores in Biology and Chemistry/ Physics
International Baccalaureate	Must have completed any six courses including Biology and Chemistry/Physics at the higher level and obtain IB score of at least 25.
Pakistan Boards/Certificate	Higher Secondary School Certificate with aggregate of 70% can apply. Priority in admission will be given to those with high scores in Biology and Chemistry/Physics (Part 1 and Part 2 total).
Indian Curriculum (CBSE/ISCE) & Indian State Board	All India Senior School Certificate XII std CBSE/ISCE exams with 70% Aggregate can apply. However, Priority in admission will be given to those with high scores in Biology and Chemistry/Physics courses. Indian State board: 75% aggregate can apply. However, Priority in Admission will be given to those with high scores in Biology and Chemistry/Physics courses.
British Curriculum	Students applying for the BDS program must have completed at least two Advanced Supplementary of AS level OR one A level in Biology with at least 'C and above' grade after having completed 5 IGCSE/GCSE or O levels with minimum grade of 'C and above' in O level courses (the aggregate is equal to 85%) equivalent to UAE curriculum. Only courses classified as academic will be considered for admission. Courses must include Physics, Chemistry and Biology with at least two of them including Biology at the AS level/A level. For grade to percentage calculation: http://www.igcsegate.com/score-calculator#
African Curriculum (WAEC/WASSC Etc.)	C grade & above combination of grades in 12th grade in Biology and Chemistry can be considered. Priority in admission will be given to those with high scores in Biology and Chemistry/Physics.
Canadian Curriculum (Ontario/Alberta etc.)	An aggregate score of 85% is required. Priority in admission will be given to those with high scores in Biology and Chemistry/ Physics.
Israel Curriculum	A minimum of High School in 12th grade with overall average 75% is Required with physics, chemistry and Biology subjects.

We converted the marks for the foreign curriculum based on the World Education service link

<https://applications.wes.org/country-resources/resources.asp>

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A.1.1. In addition to the above 12th grade requirements student are required to do as mentioned below:

- An Emirates Standardized Test (EmSAT) score of 1100 for English Language or an equivalent English Proficiency Test approved by the CAA. (TOEFL score of 500 in paper-based test OR 61 in internet-based test OR Academic IELTS score of 5 OR 173 in TOEFL CBT) are the English language requirements.
- EmSAT scores of 900 in two out of the three science subjects (Biology, Chemistry/Physics) & EmSAT scores of 900 in Mathematics.
- **Or**, if the student did not complete his/her EmSAT exam, he/she must provide the following subjects Mathematics, Biology, Chemistry/Physics done in 12th grade.
- **Or**, if the student did not complete his/her EmSAT exam or Mathematics & science subjects not taken in 12th grade, he/she must attend the Admission/Entrance Exam at the University which will include (Missing Subject: Mathematics, Biology, Chemistry/Physics) and is equivalent to EmSAT subjects as per MOE guidelines.
- Passing a personal interview set by the College in addition to other conditions of admission set by the university.

English language requirement validity: Please note that the validity of TOEFL paper-based test, TOEFL IBT, TOEFL CBT & IELTS is two years only and for EMSAT English score is 18 months and these scores should be valid at the time of Admission process to join any of our programs.

8.2.1 How to Apply

The admission procedure/important dates are announced on the RAKMHSU website and in the flyers and brochures distributed.

Each applicant must complete the online application form available on the University Website:

www.rakmhsu.ac.ae.

The online application form is to be filled in and submitted as per the admission dates announced by the University. Late applicants will be received by the date mentioned on the website subject to

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availability of seats. Individual candidates will be informed about his/her selection subject to meeting admission requirements.

The following original documents are required to be shown as part of verification process during admission:

- Grade 12 mark sheet authenticated/attested by the relevant Ministry of Education of the country of study.
- Original TOEFL/IELTS score (not more than two years old) or EmSAT English score (not more than 18-month months old).
- A copy of EmSAT score in Math, two out of the three science subjects in EmSAT (Physics, Chemistry & Biology) OR Math and any 2 science subjects (Physics/Chemistry & Biology) done in 12th grade OR Admission/Entrance Exam at the University for the Missing Subject (Math, Physics/Chemistry & Biology).
- Certificate of good conduct OR Reference letter to be obtained on the school/college letterhead.
- 05 recent and identical passport size photographs.
- Copy of the passport.
- Copy of the visa in case the student is already a resident of UAE.
- A copy of the equivalency certificate should be provided after the completion of 12th grade. If you did not submit the equivalency certificate within the 1st year of study. The admission will be treated as Cancelled.

Copies of these documents will constitute the Student File and rests with the Office of Admissions, in a joint agreement between the University and the student to maintain confidentiality. Student file is the property of the University but may be released to the student upon a written request, for any valid reason.

Note: In the event of submission of any fraudulent marks card, incorrect or untrue information, or suppression or distortion of any fact in any of the documents, admission is liable to be cancelled without any refund of fees, at any time during the period of study at RAKMHSU.

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8.2.2 Admission Procedure

The following steps will be followed for admissions (BDS Program) to the program for September 2024 session:

1. From the online applications received, after evaluating the 12th grade marks as per the admission requirement, students will be shortlisted based on the marks of 12th grade submission and along with English language requirements. A provisional offer letter will be issued to the student asking to remit the seat reservation fee to block the seat for the programs. Once the student has paid the seat reservation fee, based on the documents submission through online form, the student are required to do as per the clause mentioned in (A.2.2 - BDS).
2. The Personal Interview, which is a must for All the students, the interview will be conducted virtually through google meet or Zoom software. The Admissions Committee consists of the Dean of the respective College & a panel of one or two Senior Faculty and Manager - Admissions, Registration & Marketing.
3. Grade 12 results are declared for various Boards of study in UAE at different timings in 3 phases-starting ends of May, mid of June and first week of July. Therefore, interviews will be conducted from June onwards every week until seats are full.
 - The admission will be based on the MOE Guidelines.
 - Candidates who are selected for admission, after the Personal Interview will receive the Provisional Offer letter by email from the University within 2 days with a timeline for acceptance and confirmation by payment of the balance fees. If the candidate is accepting the offer of admission, he/she must comply with all the requirements specified in the Provisional Offer Letter including submission of required documents and payment of fee on or before the stipulated date mentioned in the Provisional Offer Letter. If the candidate does not respond within the deadline mentioned, the provisional offer automatically expires, and the seat is allotted to the next candidate on the waiting list.



- On compliance with the above including payment of requisite fee, the candidate will receive a registered Student ID number on email and due intimation from the University regarding further details on the Freshman Orientation Program.
- Applicants should strictly adhere to the deadlines indicated for admission, submit online applications on time and upload important document copies mentioned such as grade sheets/transcripts, EmSAT/IELTS/TOEFL scores etc and ensure application is fully completed before they click the submit button.
- Once the seats are full, the remaining candidates who have qualified after personal interview will be waitlisted.
- Waitlisted applicants and late applicants can be considered for admission if seats are still available for that program, within registration deadlines.
- Admission of students are subject to the compliance of all requirements specified in the Provisional/Admission Offer Letter.
- All the documents submitted online by the candidates will be verified with the originals submitted by the candidates during admission and duly returned after verification as per CAA Standards.
- In case of non-compliance with any of the admission criteria/ false documentation submitted, the Admission of the candidate will automatically be cancelled.
- The original documents to be submitted for verification by the candidate for verification are mentioned in the Provisional/Admissions offer.

Note the following points:

- Students with 12th grade mark sheet/grades more than 2 years old will not be given priority for admission.
- The University reserves the right to refuse admission to any candidate without assigning any reason.
- The decision of the Admission Committee in the matters of admission is final.

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- The jurisdiction in respect of all legal matters in admission related matters will be at Emirate of Ras Al Khaimah.

8.3 Freshmen Orientation Program

On admission to RAKMHSU, the student must attend the Freshmen Orientation Program. The Orientation Program is designed to familiarize the students with several aspects of the University life in general, and with their College in particular, including the academic activities and the University policies and procedures. In addition, the student will receive important information about the University student services, learning resources, job opportunities, financial aid, student activities, career counseling, housing, etc. The use of the library and its services are also included as a part of the orientation program.

8.4 Recognition of Prior Learning (RPL).

As per the CAA email communication dated June 14, 2024, regarding the University Requirements Reform related to General Education, and as approved in the University Council meeting on June 24, 2024, the following guidelines are to be implemented for the admission of students into undergraduate programs from the Academic Year 2024-2025:

- A. Recognition of National Service:** Students who have completed national service may count their experience towards fulfilling the requirements for Emirati Studies and Islamic Studies. This can be in the form of credit equivalents or Recognition of Prior Learning (RPL).
- B. Verification and Implementation:** The above guidelines should be implemented after verifying the "Original National Service Certificate". Once verified, please communicate the information to the Registration and Assessment Offices after completing the admission process.



9- Registration

9.1 Registration

All students, whether in undergraduate or graduate programs, must register at the beginning of each semester. The Admission & Registration Office will notify newly admitted students about the registration date and time.

For students in their second year and beyond, registration is done by their respective college. These students must pay their fees by the deadline and complete their registration with their faculty coordinators & the registrar's office. If a student fails to register on the specified date, they will not be allowed to attend classes and will lose university privileges. A late registration fee will apply.

If you cannot register on the designated date, notify the registrar's office and your dean immediately, explaining the reason for the delay. The Dean may grant an exemption from attendance during the delay, based on individual circumstances. And inform the registrar's office with his decision.

9.2 Credit Hours

At RAKMHSU, courses are measured in credit hours. Each course is assigned a certain number of credits, which are awarded upon completion. Here's how the credit hours are calculated:

- **One credit hour** equals:
 - One hour of lecture per week for 15 weeks.
 - Two hours of practical or clinical work per week for 15 weeks.
 - Two hours of Problem-Based Learning (PBL), Case-Based Learning (CBL), or Team-Based Learning (TBL) per week for 15 weeks.



9.3 Student Records & Information Release Policy

Purpose: RAKMHSU maintains student records to provide educational and personal services while ensuring confidentiality. This policy outlines student rights to inspect and review their records, the circumstances for releasing records to third parties, and procedures for correcting inaccuracies.

Access to Records: Students can review their records with a university representative present. Requests to view records must be submitted in writing, including the student ID, and the university will respond within one week. A fee may apply for copies of records. Access may be denied if there are administrative holds or if records contain confidential information about other students.

If a student believes a record is inaccurate, they can request an amendment. The department head will review and amend the record if necessary or inform the student of their right to a hearing.

Identification, Description, and Location of Records: after the admission process is done, the student records will be maintained by the registrar's office. Requests should be directed to the admission & the registrar's office, for the specific records.

9.3.1 Academic Records with the Office of Admissions & Registration:

The master file, including admission documents, academic progress, and miscellaneous documents, is maintained in fireproof lockers. Soft copies are kept in the university management system with regular server backups.



9.3.2 Academic Records with the College or Department:

These include grade sheets, advisor notes, and course materials. Contact the Dean of the College or the Dean of Examinations for these records.

9.3.3 Financial & Administrative Records:

The Finance Department handles billing and financial aid records, while the Administration Department manages student IDs, health insurance, and visas. Requests should be directed to the respective offices.

9.3.4 Student Record Retention & Disposal:

Student records are retained for 50 years post-graduation. After this period, physical records are destroyed, but scanned copies are kept for an additional 50 years.

9.4 Withdrawal Policy

Purpose: The university supports student success but recognizes that withdrawal may sometimes be necessary.

Scope: This policy applies to all students.

General: Before withdrawing, students should consult their Academic Advisor and Dean to explore other options. Withdrawal should be a last resort.

Withdrawal Procedure:

1. **Consultation:** Before deciding to withdraw, students should consult their Academic Advisor and Dean to explore alternative options.



2. **Forms and Certificates:** Complete the Withdrawal Form and the No-Dues Certificate, ensuring signatures from the concern department heads. Then submit this form and the certificate to the registrar's office to proceed.
3. **Refund Eligibility:** If the withdrawal occurs within the refund period for the semester, you will receive a refund. If it is outside this period, no refund will be given.
4. **Financial Clearance:** Ensure all financial dues are cleared before the withdrawal is processed.
5. **Withdrawing from Courses:** As per the Catalogue, registration for all courses listed in the semester is mandatory. Therefore, you must withdraw from all courses in a semester and not just a few.
6. **Academic Record:** Upon withdrawal, no grades will be given for the courses you are withdrawing from, and your academic record at RAKMHSU will be closed. You will also lose access to the university management system.
7. **Transcripts:** You are eligible to receive a transcript and a good standing certificate for the courses you have completed.

9.5 Re-Enrolment Policy

This process applies to students who have previously attended RAKMHSU but have been withdrawn for a specific duration.

1. Eligibility for Re-Enrolment

Students who have withdrawn or have been absent from their studies may apply for re-enrolment. They must:

- 1- Meet the current admission requirements.
- 2- Meet any additional criteria specified by their respective programs.
- 3- They didn't exceed 2 semesters of absence.

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2. Application Process

Students must submit a re-admission application through the RAKMHSU official application portal. Application deadlines and specific procedures must be followed to ensure timely processing.

3. Approval Process

Re-enrolment is subject to approval by the relevant college, the Admission and Registration management. This may involve a review of the student's previous academic performance and the reasons for their initial withdrawal. The request must be approved by the student's Advisor, College's Coordinator, and the Dean of the College, and a copy of the approved request will be forwarded to the Registrar's Office

4. Financial and Academic Standing

Students must clear any outstanding financial dues and ensure their academic record is in good standing to be considered for re-enrolment.

5. Program Requirements

Students may be required to comply with new or updated program requirements. This could include taking additional courses or fulfilling new prerequisites to align with current academic standards.

6. Documentation

Students need to provide necessary documentation, such as a statement of purpose for re-enrolment, academic transcripts, and any other relevant certificates. This documentation supports their application and explains their intent and readiness to resume studies.



7. Outcome and Notification

After the review process, students will be notified of the decision. If approved, they will receive instructions from the registrar's office on the next steps for re-enrolment. This includes course registration and any orientation sessions that may be required.

9.6 Postponement of Study/Leave of Absence

Students needing to postpone their studies must submit a request to the Office of the registrar. Postponements can last up to one academic year. Leave of absence for personal reasons requires approval from the Dean and must be requested in writing. Medical leave requires additional steps and approval. Attendance requirements must still be met.

9.7 Transfer Admissions, Transfer Credit,

RAKMHSU accepts transfer students from accredited institutions subject to seat availability. Transfer requests should include the necessary documentation and processing fee. Transfer credits are limited and subject to evaluation. Requests for transfer admission must meet specific criteria and deadlines.

9.8 Transfer Students - Admission Policy

The policy we have in place covers the specific guidelines for transfer students coming from other universities. We pay special attention to how the evaluation of transfer credits affects incoming freshmen.

Once a student is admitted to our university, they are not allowed to request the transfer of any courses they have already completed at their previous university. We put this rule in place to ensure that all new students follow the same curriculum, without any exceptions.



Cases and Procedures:

1. Freshmen Admission without Transfer Credit Evaluation:

- If the student is applying as a freshman and haven't had his/her previous university coursework assessed, the admissions office will only review the high school transcript. once the student is accepted, we won't be able to consider any requests to transfer credits from a previous university.

2. Admission with Pre-admission Transfer Credit Evaluation

- Before a student's admission is confirmed, they must submit all official transcripts and any other relevant documentation if they believe they have completed coursework at a previous university that may be eligible for transfer credit.
- The transcript will be carefully reviewed by the college's academic evaluation committee prior to the final admissions decision being made. It's important to note that any classes or coursework that are not officially assessed and authorized for transfer credit during the pre-admission process will not be eligible for transfer later on, even if the student is subsequently enrolled as a freshman.
- Students should ensure they submit all necessary documentation upfront to have their prior academic work properly evaluated.

3. Post-Admission Transfer Credit Request

- if a student wishes to transfer credit for courses taken at a prior university after their admission is confirmed, their request will be denied.
as our policy doesn't allow post-admission transfer credit evaluations for freshman admits.



Appeal Process

If a student wants to appeal the denial of transfer credit evaluation after being admitted, they can submit a formal appeal to the Registrar's Office. The appeal will be reviewed based on the policy, and decision in writing will be issued.

Responsibilities

Admissions Office: Make sure all potential students know about this policy when they apply during the application process, do transfer credit evaluations before admission and explain the results clearly.

Registrar's Office: Stick to the policy and handle any appeals or special circumstance petitions. Always communicate clearly and provide documentation for all decisions about transfer credit evaluations.

Effective Date

This policy starts on [Effective Date] and applies to all freshmen admitted from that date onwards.

9.9 Transfer Policy for Master Programs

Master's program transfers follow similar procedures as undergraduate transfers, with additional criteria for credit transfer and eligibility. Detailed procedures and requirements are outlined for both inter-university and intra-university transfers.



10. Financial Information

The University reserves the right to increase tuition and other fees by a maximum of 10% per academic year when deemed necessary. The regulations concerning fees and the method of payment will be applicable to the present as well as to future students.

The following fee structure is applicable for the new intake students of 2024-25 registered in BDS Program at RAKMHSU:

10.1 - Tuition and Other Fees (including 5% VAT)

S.No	Fee Details	AED	Applicable to
1	Application Fee (one time)	500	First year and Transfer students
2	Admission Fee (one time)	2,500	BDS Program
3	Miscellaneous Fee (per semester)	4,600	BDS Program (Year 1 to 3)
4	Miscellaneous Fee (per semester)	9,900	BDS Program (Year 4 to 5)
5	Transfer Application Processing Fee	500	Transfer students at the time of joining
6	Readmission Fee	500	Repeating / rejoining students

i) Tuition Fee:

College	Program	Amount Per Semester (AED)	Remarks
RAK College of Dental Sciences	BDS	2,440	Tuition Fee Per Credit Hour –Dentistry Courses (180 Cr. Hours)
		1,200	Tuition Fee Per Credit Hour – General Education (21 Cr. Hours)



ii) Other Fees:

S.No	Fee Details	Amount (AED)	Applicable to
1	Late Registration Fee (per semester)	500	Students registered after the due date
2	Convocation Fee	1,500	Final Year Students
3	Cheque Bounced Charges	500	For each instance

iii) Optional Fees:

S.No	Fee Details	Amount (AED)	Applicable to
1	Examination Paper Review	200	per course
2	Replacement of Student ID card	105	
3	Replacement of Health Insurance Card	105	
4	Issue of Duplicate Hall Ticket	50	
5	Course Description Fee	50	
6	Additional Transcript Fee	30	
7	Student Permanent Academic Record / Degree Verification	300	For Bachelor Transcripts
8	Certificate 'To Whom it may concern	30	
9	Certificate of Status Fee / Fee Advice	30	
10	Name Badge Fee (additional)	30	
11	Student ID Card Tag Fee	10	
12	Duplicate Locker Key	30	
13	Degree Certificate Reprinting	525	
14	Exam Fee (re-admitted students)	400	Per course
15	Health Insurance Fee per annum	2,400	Non-Emirati students



iv) Visa Fee (Optional):

S.No	Fee Details	Amount (AED)	Remarks
1	Visa Fee for foreign students per annum	2,100	including EIDA Card
2	Visa Security Deposit	2,000	onetime fee - refundable
3	In country and local amendment fee	750	if applicable
4	Visa Cancellation Fee	300	at the time of visa cancellation

Note: In case of visa rejected by the Immigration department after applying for the student visa, an amount of AED 500 will be deducted from the Visa fee and the balance will be refunded to the student.

As per Federal Decree Law No. 8 of 2017, Value Added Tax [VAT] applied on certain fees at the standard rate of 5%. RAKCODS is academically a constituent college of RAKMHSU and financially managed separately, therefore VAT will differ for the fee components of BDS Program.

Optional fees such as Visa, Health Insurance, Transport, etc. will be subject to increase as and when government departments / concerned agencies raise their charges, and the maximum cap does not apply.

v) Mode of Fee Payments:

Fee can be paid through Cash Deposit Machine (CDM) at RAKCODS Campus/ Cheque/ Bank Transfer/ Debit/ Credit Card/ SKIPLY App (No transaction fee)

Students will be given credit only for the Net Amount Credited into our bank account.

10.2 Concession in Tuition Fee

At the time of admission, Special Merit Scholarships will be provided to students achieving 100% and 99% simultaneously in the 12th Grade for BDS first year, as follows:

- Supreme – 100% Marks achievers = 70% Discount
- Prime – 99-99.99% Marks achievers = 40% Discount
- Regular A – 95-98.99% Marks achievers = 20% Discount
- Regular B – 90-94.99% Marks achievers = 15% Discount

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For the remaining years, upon securing a GPA of 3.80 or above on a 4.0 scale in the year end examinations, a 20% discount in the tuition fee shall be provided for the following year. This is not applicable to the students availing higher discount.

10.3 Tuition fees for Readmitted, Repeaters and Transferred Students:

Readmitted, repeaters or students transferred from another institution who are not required to take all courses of the semester shall only pay fees on a pro rata basis of same cohort of students in particular academic year according to the total number of credits in the courses they are required to take in that semester. For all the following years/semesters, full semester fees will be applicable.

10.4 Eligibility for registration of students:

- a) Student/s is/are deemed to be eligible for registration upon successful completion and meeting all the examination criteria for promotion for the subsequent semester.
- b) Mere payment of fees does not automatically qualify any student to be promoted to the subsequent semester/year of study.
- c) In case any student is eventually found to be NOT eligible for promotion, the fees amount already paid in advance by the student for the next semester/year of study will be adjusted against the fees for repeating the course/semester.

10.5 Registration of Students:

- a) Registration of students is deemed to be complete upon confirmation of admission to the University, along with payment of all fees for the respective semester.
- b) Students will be allowed to pay the fee in installments in each semester. In order to complete the registration process, post-dated cheques for the installments has to be mandatorily submitted along with the first installment on or before the registration date.

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c) Any student who has NOT paid his/her respective semester fees in full will NOT be registered in the University Management System [UMS].

10.6 Late Registration Fee:

a) After the expiry of registration date, students will be allowed to register within the following five University working days, to settle the fees due along with a late registration fee of AED 500/-

b) Student's will NOT be eligible to enroll after the expiry of late registration date.

c) Attendance shall be marked to the student in UMS software only from the date of settlement of all financial obligations to the University.

Students are advised to pay the fees on time and avoid any issues that may lead to invalidation of attendance, non-eligibility for appearing in examination/s, / loss of a semester / academic year etc. The students should also notify any delay in Registration to the Dean of the respective College immediately.

10.7 Action against non-registration:

The following actions shall be initiated after the expiry of late registration date unless the University gives special approval to continue to attend classes:

The Official University Email ID, University Management System (UMS) and Hospital Information Management System (HIMS) in RAKCODS clinics of student will be suspended based on the University decision.

10.8 Refund Policy

(Applicable only for Tuition & Transport Fee) - All other fees once paid are non-refundable: Requests for refund should be made at the Office of Admission & Registration by submitting a written request of withdrawal / e-mail along with original fee receipt. A refund will be made only

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after clearance of all dues, if any, to the University. On approval, the amount shall be refunded as mentioned below:

Refund request submission - Timeline For BDS Program	Amount eligible for refund
Any time after admission and tuition fee payment until 31 st July 2024	50% of the tuition fee for the semester All other fees once paid are non-refundable
On or after 1 st August 2024	No refund of any fees

10.9 Refund of Transport Fee:

Students who decide not to avail themselves of the bus facility within two weeks from the date of commencement of classes will be refunded 50% of the transport fee. Beyond two weeks, the total fee paid is non-refundable. For subsequent semesters, all fees once paid are non-refundable.

10.10 Policy for Cheque Bounce

- a) In case of cheque bounce, the respective student will be liable to pay a fine of AED 500/- [Applicable on each such occasion] to the University and in addition to the fine, the entire fee dues must be cleared within five University working days from the date of cheque bounce. In case of any further delay in settling the fee dues, appropriate LEGAL ACTION will be initiated as per the UAE laws.
- b) Such student/parent/guardian/sponsor whose cheque/s has bounced will forego the opportunity of payment/s through cheque/s and henceforth for the remaining semester/s, they will pay by CASH [UAE Dirham] only.

10.11 Student Residence Facility:

Students of RAKMHSU are provided hostel facilities in the Student Residence Facility the Government of Ras Al Khaimah has built in the American University of Ras Al Khaimah (AURAK) Campus. Hostel fees are not under the purview of RAKMHSU. The current fee structure is available from the Admissions Office or Student Affairs Unit at RAKMHSU.

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10.12 Bank Loan Assistance:

On request by the student, the University will issue a bonafide certificate along with the statement of annual expenditure for the program to enable students to obtain the maximum educational loan from the banks. The student is ultimately responsible for resolving all issues involving loan delinquencies, defaults, and/or any other circumstances that would result in the student being ineligible to borrow through any loan program.

10.13 Health Insurance:

Health insurance coverage is essential for all students studying in RAKMHSU and the insurance fee is collected along with the tuition fee, on or before the scheduled date for the fee payment. Students who have their own medical insurance arrangements, shall submit a copy of the valid health insurance card to the University for records.

The student should opt for the university provided health insurance card by 30th September of each academic year. The university will not be able to enroll new members in the insurance scheme on or after 1st October, as per the contract between the university and the health insurance company.



11. Students' Affairs

11.1 Students' Rights and Responsibilities

Detailed information on students' rights and responsibilities are found in Sections 4 and 5 of the Student Handbook:

- The University ensures academic freedom of the students and fosters intellectual development in an atmosphere of active engagement in the educational process, and encourages free discussion, free inquiry, and free expression regarding issues within the domain of the course or program are encouraged.
- Students are evaluated based on their academic and clinical performance.
- Information obtained from students while counseling, teaching or advisory meetings shall be confidential except under exceptional circumstances. Such circumstances include situations where there may be potential harm to another individual, faculty member may be prevented from fulfilling his/her responsibility or when the safety of the society or the reputation and integrity of the University is at stake.
- Students have freedom of speech and expression, so long as it does not violate laws of the country, rules, policies, and procedures of the University, or adversely affect the function of the University or any member of the university community.
- Publications by Official Student Bodies have editorial freedom but shall be subject to review by Faculty Advisors. Posters and other similar written notices must be registered with the Office of Student Affairs before they are to be distributed or displayed in locations designated for such purposes.
- Students should use information technology in keeping with the regulations of the University.
- The students are encouraged to express their views through established channels, on issues of



- College/University policy and on matters of general interest to the student body.
 - Official records of students are held in confidence by the University. Students have access to their records by submitting a written request. Student records are available to the Faculty Advisor, Dean, and Department Chairperson on request.
 - Photo identification cards are issued free of charge to all new students during orientation week.
 - Identification cards must always be worn and shown on request to university authorities. Students should report lost cards to the Office of Finance and Administration and obtain a replacement, by paying a fee.
 - All health science professionals shall be groomed and dressed in a manner which will help them to attract respect from their patients and society in general. Detailed dress code for female and male students is given in the Student Handbook.
- The University encourages scholarly activities among its faculty and students. These include research and participation in conferences and other scientific meetings. However, all such activities should be performed following the regulations of the University.
- Students of RAKMHSU are encouraged to participate in various developmental activities. Students will be nominated for various committees such as Library Committee, Academic Advising Committee, IT Services Committee, Grievance Redressal Committee, Sports, and Cultural Activities Committee, etc.

11.2 Academic Support Services

Detailed information is available in Section 6 of the Student Handbook

- The University provides counseling services to help students to overcome obstacles to academic progress, to examine personal and intellectual strengths and weaknesses, and to learn skills which promote personal and intellectual development.



- Personality development workshops provide students with opportunities to develop personal management skills to enable them to succeed academically as well as personally. Programs include topics such as managing procrastination, performance anxiety, stress management, communication skills, assertiveness, anger management and building healthy relationships.
- The counseling center provides crisis intervention assistance to the students who are experiencing crises which affect their ability to function in the community.
- RAKMHSU provides career services to undergraduates and contributes towards making RAKMHSU graduates develop clarity of purpose and appropriate decision-making abilities, so that students will be confident, selective, and competitive in managing their careers and further academic pursuits. The University also creates opportunities for students to contact prospective employers.

11.3 Student Support Services

Please also refer to Section 7 of the Student Handbook

- Learning Skills and Tutorial Programs: The Office of Student Affairs organizes workshops on personality management, time management, test-taking, vocabulary development and stress management.
- Dining Services: The cafeteria is located at the students' center to provide hygienic and cost-effective meals and refreshments to the students throughout the weekdays.
- Residence Halls: Government of Ras Al Khaimah has built state-of-the-art Student Residence facility in American University of Ras Al Khaimah (AURAK) Campus, for the benefit of students pursuing higher education in various institutions located in Ras Al Khaimah including RAKMHSU.
- Sports Complex: RAKMHSU provides the students with state-of-the-art Sports Complex including multipurpose sports hall, outdoors playground, two GYM halls separately for males and females and Students Lounge accommodating various Activity Clubs.



- **Social and Cultural Activities:** The Office of the Student Affairs organizes, implements and supervises all social, cultural and entertainment programs relating to the students.
- **Spiritual Facilities:** The University offers separate prayer rooms for men and women.
- **Lost and Found:** The Office of the Students Affairs facilitates identification and the return of items lost/found within the University. Proper proof of identity and acknowledgment of receipt are needed for the returned property.
- **Parking and Transportation:** The University provides free car parking slots to the students subject to availability. Students should register their vehicles at the Office of Student Affairs. Parking stickers will be issued for registered vehicles. RAKMHSU provides transportation in air-conditioned shuttle buses to all students from different locations subject to adequate numbers. These locations include Dubai, Sharjah, and Ajman. For detailed information on transportation, students are advised to contact the Office of Student Affairs.
- **Security:** The University provides on campus security, regulates the campus traffic and parking system, and is authorized to enforce all related security regulations on a 24-hour basis
- **Student Health Services:** Students are eligible for health services through the health insurance scheme in designated hospitals and clinics. Ras Al Khaimah has many pharmacy outlets which offer a full range of medication for health insurance holders.

11.4 Community Engagement

As per the university's Mission statement and the guiding principles, RAKMHSU takes part in all activities that strengthen the University's bond with the local community and the UAE community at large, through contribution to the organization of specific events, participation in activities, or presentation at conferences and seminars. Maintaining interaction in such ways contributes to communicating the RAKMHSU's academic vision of rendering services that benefit the local community as well as reinforcing the important values of cooperation, solidarity, responsibility, self-reliance, leadership, and team-spirit among students, faculty & staff.



With effect from the Academic Year 2023-24, all students are required to complete at least 40 hours of Community Service to be eligible for graduation. Students shall be recruited to volunteer through registration link:

- a- For the activities organized by the university/college in collaboration with community partners, the total number of hours served, and the details of the activities will be forwarded to the respective college Dean to be kept in the student's record. In addition, certificates of participation will be issued.
- b- For the activities through UAE Volunteering Portal (e.g. Sanid, Red Crescent, Takatuf..), the student will be required to provide the portal records with evidence of the number of hours completed and the details of the activity to be kept in his/her record.

11.5 Student Council

Please see further information in Section 8 of Student Handbook

Students Council is elected at the beginning of every academic year with a mandate to promote the common interest of students and operate in a manner consistent with the University's mission and code of conduct.

11.6 University Guide to Student Behavior

A detailed account is available in Section 9 of the Student Handbook

- RAKMHSU stands for the human dignity and worth of every person and believes therefore, in values that foster the human respect needed for people to live, work, study and recreate together as a community. In keeping with this philosophy, RAKMHSU has a code of conduct which promotes the well-being of individuals and groups who make up the community.
- Rules and regulations provide the basis for a reasonably ordered life. The mere observance of rules, however, without the cooperation and personal appropriation of the values they protect, falls short of what RAKMHSU hopes for everyone who is part of the community.
- These regulations include policies on student academic integrity and academic honesty.

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Procedures and policies for disciplinary action are also clearly detailed.

- The students are prohibited from any behavior of radicalization, extremism and terrorism which adversely affects the university and either constitutes a criminal offense as defined by UAE law or indicates that the student may present a danger or threat to the health or safety of the others.
- Student grievance policies and procedures have been formulated to assist students in instances where grievances occur; it is the aim of the University to resolve them amicably and promptly, in a manner that is both fair and equitable to all concerned.
- Dismissal of a student for adequate cause: Apart from Academic Dismissal, a student may be dismissed from the University for Disciplinary Reasons. A formal proceeding shall be initiated and followed before such dismissal.
- Policy on Sexual Harassment: The University has zero tolerance on sexual harassment of any member of the university community by another.
- General welfare: Where grievances concern matters of administration, financial matters, or services available to students, students should initiate a discussion with the appropriate member(s) of staff. Discussion will be within the context of the rules and regulations as set out in university publications.

11.7 Academic Honesty

The policy for academic honesty is outlined below:

- All academic work and materials submitted for assessment must be the work of the student.
- Cheating is not only limited to copying from the work of others and providing unauthorized assistance, but also includes the use of devices or other surreptitious means for the purpose of obtaining falsely de-ri-ved passing scores on examinations.
- Students are prohibited from submitting any material prepared by or purchased from ***Bachelor of Dental Surgery (BDS) Catalog 2024-2025***



another person or company.

- All students are expected to take the process of education seriously and act responsibly. Students who violate University examination rules are subject to disciplinary action.
- If a student is found to be cheating, the following penalties apply:
 - The students will fail the course in which they were found to be cheating.
 - A disciplinary warning will be added to their file.
 - Subsequent episodes of cheating or academic dishonesty will result in dismissal from the University.

11.8 IT Enabled Services and Resources of the University

The IT department aims to:

- a. Leverage existing, emerging, and innovative IT Enabled Services and Resources to enhance and streamline Learning & Teaching Activities of the University
- b. Ensure the Privacy, Integrity, and Reliability of the IT Enabled Services & Resources of the University.
- c. Continuously fine-tune the IT Enabled Services and Resources by getting feedback from Users on their Satisfaction Levels and implement the changes accordingly after proper evaluation and approval by the University.

11.8.1 IT Resources

1. RoboCampus - UMS is a Tailor-made ERP System with 14 Number of functional modules to facilitate other execution of the interlinked Operational workflows to have centrally managed unified Data across the University.
2. Lecture Halls, Labs, PBL Rooms, and Clinics are equipped with the latest configuration of Projectors, LED Screens, All in One Computers and Audio Systems for the Effective Teaching & Learning Activities of the University.



3. Dedicated Computer Lab with 210 Latest configuration of Desktops and 30 Latest Configuration of All-in-One Desktops to conduct Online Examinations.
4. Computer Lab with 65 Desktops to conduct Regular Sessions.
5. Dual 500 Mbps High Speed Internet Broadband connections from different Service Providers in addition to 16 Mbps Managed Internet Leased Line (ILL) to Access University Resources Off-Campus.
6. 80 Mbps High Speed Internet Broadband connection with IT facilities like Wi-Fi connection, Projector / LCD Screens to conduct sessions in Satellite Libraries - Omran Hospital and Fujairah Hospital for our Faculty and Students.
7. 1 Gbps of LAN Bandwidth to provide better connectivity and speed from End User's System to Datacenter to Access IT Enabled Resources and Services.
8. Managed Wireless Enabled Services [Wi-Fi] Facility all over the Campus.
9. E-Mail Services Powered by Google with below mentioned features for the effective communication with Students, Faculty & Staff members:
 - Unlimited Mailbox size for each User.
 - Attachment size of up to 25MB.
 - Google Meet, Classroom, Drive, Forms and Allied Applications.
 - Accessible from Anywhere, Any Device and Any Operating System.
 - E-Mail Grouping for Easier communication.
10. Hospital Information Management System at RAKCODS - HIMS is a System with multiple functional modules to facilitate other execution of the patient workflows to have centrally managed unified Data across the College.
11. Sidat Hyder Financial at RAKCODS – SHF is used for the procurement of all the assets for the college along with the inventory management of the medical store.
12. Human Resource Management System at RAKCODS – HRMS is a system to manage the employee's information as well as the salary management.



13. Discussion room at RAKCODS with 10 All in One computers to facilitate the students along with a centralized printing machine.
14. Library System at RAKCODS – Koha is enabled for all the library items record and circulation management for the faculty and students.
15. Library at RAKCODS is having 15 All in One computers to facilitate the students for digital learning resources.
16. Centralized printing system with 4 printing machines for all the users around the RAKCODS Campus.



12. Students' Grievance Policy

RAKMHSU seeks to create and maintain a healthy and enjoyable study environment, and one that will enhance personal development.

In instances where grievances occur, it is the aim of the University to resolve them amicably and promptly, in a manner that is both fair and equitable to all concerned.

Complaints or appeals by students to the Office of Student Affairs shall be made responsibly.

12.1 Students' Grievance Procedure

To maintain a grievance, the complaining party must allege that he or she has suffered a substantial injury resulting from violation of rights or privileges concerning academic freedom, research, or other activities arising from:

- Acts of discrimination prohibited by the University.
- Failure to comply with rules, regulations, and procedures established by the University.
- Arbitrary and capricious actions on behalf of the University; and
- Retaliation for exercise of protected rights.

12.2 Procedures for implementation of grievance redressal

12.2.1 Informal Resolution

Before instituting a formal grievance, the aggrieved party shall make all reasonable efforts to achieve a resolution of the situation through informal consultation with the appropriate faculty advisor/mentor and administrative officers.

12.2.2 Preliminary Proceedings

If informal consultation fails to resolve the matter, or if the aggrieved student concludes that such consultation is not feasible or would be futile, the aggrieved student shall refer the dispute to the Grievance Redressal Committee, by means of a letter addressed to the Chair. Letter shall identify the general nature and circumstances of the grievance.



12.2.3 Students' Grievance Redressal Committee

The Grievance Redressal Committee consists of five faculty members with full-time teaching appointments who are nominated by the President based on the recommendations from the respective Deans. In addition, four students representatives will also be included. The Chairperson, who is appointed by the President will convene the Committee upon receipt of a request of an appeal against disciplinary action from a student and will forward its recommendation to the Dean. A student may appeal against the Grievance Redressal Committee's decision to the President whose decision is final.

12.2.4 Formal Proceedings

Commencement of Proceedings:

- The aggrieved party may commence formal proceedings by means of a grievance sent to the
- Chairperson of the Grievance Redressal Committee with a copy to the Dean.
- The grievance shall identify the aggrieved party as the "Grievant" and shall name the other party (concerned student, faculty, departments / offices) as the "Respondent".
- Within five working days of receipt of the grievance, the Chairperson shall reply in writing, sending copies of the reply to the Dean and the Grievant. The reply shall set forth with particularity the position of the respondent with respect to each allegation of the grievance.
- If majority members of the Grievance Redressal Committee, after an opportunity for argument by the parties, agree that for any of the reasons set out in this section a hearing is not warranted, the grievance shall be dismissed, in whole or in part, and the matters dismissed shall be deemed closed.
- On the determination that a hearing is warranted, the Chairperson shall establish a schedule for the hearing. Grievances shall be heard and decided with reasonable dispatch, and ordinarily shall be completed within five working days after the determination that a hearing is warranted. However, due consideration shall be given to the University's normal academic calendar.

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- A grievance procedure is not a formal judicial proceeding. Its purpose is to provide a fair evaluation of an allegation that a right or privilege has been violated. In order to achieve that end, the Grievance Redressal Committee shall have authority to call any material witness who is a member of the University faculty, administration, or staff and any other student who is willing to testify; to question parties and witnesses; to exclude matters it deems irrelevant; to place reasonable limits on arguments, the presentation of evidence, and the questioning of witnesses by the parties.
- The University will make a reasonable effort to facilitate the appearance of all faculty, administration, staff, and students reasonably called to testify.
- The procedure at the hearings shall be informal but shall comply with the requirements of fairness to the parties.
- A party shall be entitled to inspect and copy, in advance of the hearing, all relevant documents in the control of the other party and not privileged and may offer such documents or excerpts there from in evidence.
- The parties shall be entitled to present opening and closing statements.
- If necessary, a tape recording of the hearing shall be made, and one copy shall be kept on file by the University.
- At the conclusion of the presentation of evidence and argument from both sides, the Committee shall convene a closed session to deliberate and reach a decision.
- In rendering its decision, the Grievance Redressal Committee shall determine whether the Grievant has established by clear and convincing evidence that he or she has suffered a substantial injury.
- The Grievance Redressal Committee shall render its findings and recommendations in a written opinion that shall state the number of members subscribing to the opinion, and shall include dissenting opinions, if any. This opinion shall be submitted to the Chair of the Grievance Redressal Committee, and copies shall be transmitted to the parties and to the Dean of the College.

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a) Final Disposition the Grievance Redressal Committee shall discuss its findings with the President and the final decision shall be implemented by the University upon discussion with the President.

b) Dismissal of a student for adequate cause Apart from Academic Dismissal, which is explained in detail in the Catalog (**section 15**), the student may be dismissed from the university on his/her misconduct either with his/her fellow students/staff, or on any other ground which the university deems necessary. A formal proceeding shall be initiated before such dismissal.

c) Commencement of Proceedings

- Proceedings to dismiss a student for adequate cause may be commenced by a complaint, addressed to the Chairperson of the Grievance Redressal Committee. During the proceedings, the student shall be suspended from attending classes, library or any other academic activity. A copy of the complaint shall be delivered by hand to the student concerned, send a copy through email and/or shall also be sent by courier to the student's residence.

- Within five working days of the receipt of the complaint, the student concerned shall reply in writing, sending copies of the reply to the Chairperson of the Grievance Redressal Committee and to the Dean of the College. The reply shall set forth with particularity the responding student's position with respect to each allegation of the complaint.

- Upon receipt of the complaint, the Grievance Redressal Committee shall deliberate the issue and take a final decision in consultation with the President.



13. Bachelor of Dental Surgery (BDS) Program at RAKCODS

The Bachelor of Dental Surgery (BDS) is a five-year program. The dental curriculum has been developed to provide learning opportunities to dental students to acquire fundamental knowledge, develop basic skills, and appreciate principles relevant to oral health care in the context of the community. A key feature of the program is the integration between theory and practice through clinical skills. The program falls in with current advances in dentistry and provides an up-to-date teaching structure.

Reforming Dentistry Programs

RAKCODS has implemented key reform measures to improve its BDS program by following the MoE guidelines as per the Reforming Dentistry Programs decree issued on March 11, 2021.

1. Bachelor of Dental Surgery (BDS) at RAKCODS is a 5-year program.
2. All courses in BDS programs are taught in English.
3. More than 80% of the BDS curriculum are applied courses.
4. BDS program has a total of 201 Credits hours.
5. Combined clinical practicum and clinical simulation hours are included in academic credit and is set at 2136 hours with the following detail:
 - Clinical Simulation (Preclinical) Hours = 450 Contact Hours
 - Clinical Practicum Patient-Facing = 1,686 Clinical Hours
 - (1 Hour of 4-Hand Equates to 0.75 Clinical Hours (2,248 x 0.75)
6. Colleges has its External Advisory Board for its strategy and curriculum design.



7. External Examiners are involved in evaluating the competency of students and delivery of program at the end of each academic year.
8. Competency framework for BDS programs is mapped with the program outcomes and implemented from the academic year 2022.
- 9 RAKCODS has initiated the accreditation process with the Australian Dental Council.

The Goal

The Dental Curriculum has been designed to achieve the following goals;

1. To ensure that RAKCODS offers academic programs in contemporary dental sciences which are recognized locally and regionally for the quality of its educational programs.
2. To promote openness, diversity, just culture and interactive academic learning.
3. To ensure that its graduates are equipped with updated theoretical knowledge and sound clinical skills which make them self-learners and critical thinkers with an ethical orientation.
4. To contribute to the advancement of dental sciences knowledge and practice by support of research conducted through its faculty and students.
5. To render health care services with the highest degree of ethical accountability to self and community.
6. To accentuate the growth of RAKCODS by promoting academic activities in association with other organizations and institutions.



13.1 BDS Program Learning Outcomes (PLOs)

(PLOs) are designed according to the QF Emirates level 7 as follow:

A. Knowledge:

On successful completion of the BDS program the graduates will be able to:

1. Recognize and explain the structure, function and pathogenesis of human body related to oral and maxillofacial region.
2. Integrate the nature, structure and properties of biomaterials and demonstrate their application in dentistry.
3. Demonstrate knowledge and understanding of the complex interrelationship between the biomedical sciences, clinical dental behavioral, and social sciences in oral health care
4. Assess new information and data pertaining to their validity and applicability to one's professional decisions.

B. Skills:

On successful completion of the BDS program the graduates will be able to:

5. Take accurate, comprehensive, and focused medical and dental histories and perform physical examination of head and neck region including the oral cavity.
6. Evaluate the patient's medical and dental problems and interpret the findings from the various diagnostic aids to formulate appropriate diagnosis.
7. Collect and analyze relevant knowledge from various resources in order to make appropriate clinical decisions for patient's oral health care
8. Formulate and implement a plan of care for both the prevention and treatment of diseases and refer the advanced cases to other health specialties
9. Perform common dental techniques and procedures in pre-clinical and clinical setting.



C. Competence:

On successful completion of the BD program the graduates will be able to:

C1. Autonomy and Responsibility:

10. Implement honesty and integrity in the relationship while dealing with patients, community and the dental profession.
11. Manage patients independently and/or work in association with other health professionals by applying the scientific basis of different therapeutic modalities
12. Educate, motivate, and convince the patient for prevention, oral health promotion, and wellness.

C2. Role in Context:

13. Diagnose the molecular basis of diseases and critique knowledge related to the management of dental problems in professional development.
14. Practice professionalism with ethical standards and social responsibility in all aspects of dental practice.
15. Communicate effectively with patients, their families, colleagues, and other health care professionals,
recognizing when patients have difficulties in coping with dental care and helping them accept their role in prevention and treatment.

C3. Self-Development:

16. Develop an effective working environment as part of an oral health care team, with appreciation of other health care professionals and agencies' contributions.



17. Follow strategies to support self-directed life-long learning, research, and innovation in the field of dental sciences.

18. Adapt the ability to work safely and effectively with oral health care providers in diverse settings by upholding professional attitude.

13.2 The Curriculum

13.2.1 General Education Courses

General Education courses are offered during the first and second year of the BDS curriculum. General education courses cover English (ENG 101), Health Sciences Communication in English (HSE 101), Health Sciences Communication in Arabic (ARB 101), Islamic Culture in Medicine (ICM 101), Information Technology and Innovation (ITI 101), Emirates Society (EMS 101) and Biostatistics and Research Methodology (BRM 101).

13.2.2 Basic Medical and Dental Courses

The courses of the BDS program mainly include basic medical and dental subjects. The program incorporates an interdisciplinary approach, with courses including Anatomy, Physiology, Oral Biology, Pathology, Pharmacology, Microbiology, Biochemistry, General Medicine, General Surgery and Evidence Based Dentistry. During this period, emphasis is placed on small-group teaching and self-directed learning.

The curricula of basic medical sciences in the first and second years have been arranged system-wise. For the basic science courses, the student will simultaneously study head and neck anatomy, physiology, biochemistry associated with systems through problem-oriented learning (POL) approach. This will help the students to achieve horizontal integration of the knowledge of the normal structure and function of the human body in general and oral cavity in particular. Similarly, integration of the second year courses with the first year courses will be achieved by following a system-based structuring of Pathology, Microbiology and Pharmacology relevant to oral health sciences.

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13.2.3 Pre-Clinical Courses (Year 2 and Year 3)

These courses focused mainly for training the students in Pre-Clinical Periodontics, Pre-Clinical Operative Dentistry, Community Dentistry, Pre-Clinical Prosthodontics, Pre-Clinical Endodontics, Pre-Clinical Oral Surgery, Infection Control, Oral Pathology, Oral Radiology, Clinical Orientation and Practice Management.

After nomenclature of instruments and related apparatus is presented, attention will be focused on the proper use and operation of the simulation units, phantom head, and prosthetic laboratory. The student will then be introduced to basic procedures and the use of related materials and procedures through practical sessions.

Biological and mechanical designs are learned and practiced using the methods of site isolation and instrumentation. Preclinical operative dentistry course presents the techniques and procedures for the preparation and restoration of teeth with special attention to the biological aspects involved in the restoration of teeth with emphasis on the preservation of the vital tooth tissue and the supporting structures. Preclinical Periodontics course will provide the students an opportunity to learn different positions for removal of deposits on the tooth surface by using phantom head. Preclinical course in Prosthodontics exposes the student to the basic laboratory procedures of Removable Prosthodontics. The student will be assigned a simulated patient in the form of replicas (casts) of the residual ridges of edentulous areas mounted on a semi-adjustable dental laboratory articulator. The laboratory procedures will employ the fabrication of custom impression trays, occlusion rims, the setting of artificial dentitions, and the festooning of waxed-up trial dentures. Additionally, the student will flask, pack, de-flask, and polish the finished acrylic resin dentures, followed by adjustment of the denture occlusion/articulation.

Through courses in community dentistry, students gain an appreciation of the factors involved in controlling dental disease, together with epidemiology and statistical techniques, and key ethical and medico-legal issues that surround the practice of dentistry.



Clinical Orientation:

The concept of clinical orientation is to acquaint the students with dental operatory. The students will be made aware of teamwork and patient care by observing their seniors during the clinical work.

Practice management:

Practice management course focuses on dentistry as a business, dental team & patient, management, importance of legal and ethical issues, communication skill, financing, purchasing equipment, documentation and regulations of dental practice management.

13.2.4 Clinical Courses

Clinical Courses in Year 3 to Year 5 Years 3, 4 and 5 of the academic programs are set to meet specific needs of the students to cover topics and develop skills in clinical dentistry. The program involves theoretical and clinical components in main clinical disciplines. Clinical teaching at the student clinics provides opportunities for students to gain extensive and varied clinical experience under the supervision of highly qualified staff. Students will begin interacting with and analyzing the patients' findings in the first clinical year.

As students' progress, the clinical program covers courses such as Clinical Periodontology, Operative Dentistry, Oral Medicine & Oral Diagnosis, Oral Surgery, Clinical Prosthodontics, Orthodontics, Clinical Endodontics, Pediatrics Dentistry, Treatment Planning, Geriatric & Hospital Dentistry, Applied Biostatistics, Research Project and Comprehensive Clinical Dentistry.

In the Comprehensive Clinical Dentistry course, students are assigned patients for comprehensive dental care for their follow up patients and new patients. Research Project provides the students an opportunity to explore and develop an interest in basic or clinical dental sciences.



13.2.5 Elective Courses

Four Elective courses viz., Esthetic Dentistry, Rehabilitation in Pediatric Dentistry, Advanced Endodontics and Dental Implantology, are offered. These are optional courses.

13.3 Study Plan for BDS Program

The college has revised its existing BDS study plan as per the Ministry of Education requirements (Reforming Dentistry Programs) and guidelines of National Qualifications Framework United Arab Emirates (QFE). Courses and credit hours of the BDS Study Plan 2021-22 are summarized as:

General Education Courses (21 credits (10.45 %)):

Course Name	Course Code	Year	Semester	Credit Hours
English	ENG 101	1	1	3
Health Sci. Comm. In Arabic	ARB 101	1	1	3
Information Technology and Innovation	ITI 101	1	1	3
Health Sci. Comm. in English	HSE 101	1	2	3
Islamic Culture in Medicine	ICM 101	1	2	3
Emirates Society	EMS 101	1	2	3
Biostatistics and Research Methodology	BRM 101	2	Summer	3

Basic & Medical Education Courses (42 credits (20. 89%)):

Course Name	Course Code	Year	Semester	Credit Hours
Anatomy - Head & Neck and Cell Biology	DAH 126	1	1 and 2	6
Physiology	DPH 126	1	1 and 2	6
Oral Biology & Tooth Morphology	DOB 126	1	1 and 2	6
Biochemistry	DBC 226	2	3 and 4	6
Pathology	DPA 224	2	3 and 4	4
Pharmacology and Therapeutics	DPT 224	2	3 and 4	4
Microbiology	DMB 212	2	3	2
Ethics in Dental Practice	DED 211	2	3	1
Evidence Based Dentistry	DEB 212	2	3	2
General Medicine	DGM 213	2	4	3
General Surgery	DGS 212	2	4	2

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Pre-clinical Dental Sciences Courses (44 credits (21.89%)):

Course Name	Course Code	Year	Semester	Credit
Infection Control	DIC 212	2	3	2
Clinical Orientation	DCO 211	2	3	1
Practice Management	DPM 211	2	3	1
Pre-Clinical Operative Dentistry	DOD 225	2	3 and 4	5
Pre-Clinical Periodontics	DPR 213	2	4	3
Community Dentistry	DCD 326	3	5 and 6	6
Pre-Clinical Prosthodontics	DPP 328	3	5 and 6	8
Pre-Clinical Oral Surgery	DOS 326	3	5 and 6	6
Oral Pathology	DOP 326	3	5 and 6	6
Oral Radiology	DOR 324	3	5 and 6	4
Pre-Clinical Endodontics	DEN 312	3	Summer	2

Clinical Dental Sciences Courses (94 credits (46.76%)):

Course Name	Course code	Year	Semester	Credit
Clinical Periodontics	DPR 326	3	5 and 6	6
Oral Medicine & Oral Diagnosis	DOM 314	3	Summer	4
Clinical Operative Dentistry	DOD 426	4	7 and 8	6
Clinical Prosthodontics	DPC 428	4	7 and 8	8
Clinical Endodontics	DEN 427	4	7 and 8	7
Clinical Oral Surgery	DOS 427	4	7 and 8	7
Clinical Pediatric Dentistry	DPD 428	4	7 and 8	8
Hospital & Geriatric Dentistry	DHG 413	4	Summer	3
Treatment Planning & Seminar	DPT 413	4	Summer	3
Clinical Orthodontics	DOR 526	5	9 and 10	6
Research Project	DRP 522	5	9 and 10	2
Comprehensive Clinical Dentistry -1	DCC 5228	5	9 and 10	28
Comprehensive Clinical Dentistry - 2	DCC 516	5	Summer	6



Study Plan for BDS Program 2024-2025

FIRST YEAR COURSES									
SEMESTER 1					SEMESTER 2				
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Practical				Theory	Practical	
ENG 101	English	3	0	ENG 101	HSE 101	Health Science Communication Skills in English	3	0	HSE 101
ARB 101	Health Science Communication Skills in Arabic	3	0	ARB 101	ICM 101	Islamic Culture in Medicine	3	0	ICM 101
ITI 101	Information Technology and Innovation	2	1	ITI 101	EMS 101	Emirates Society	3	0	EMS 101
DAH 126	Anatomy- Head & Neck and Cell Biology	2	1	Continuous Course	DAH 126	Anatomy- Head & Neck and Cell Biology	2	1	DAH 126
DPH 126	Physiology	2	1	Continuous Course	DPH 126	Physiology	2	1	DPH 126
DOB 126	Oral Biology and Tooth Morphology	2	1	Continuous Course	DOB 126	Oral Biology and Tooth Morphology	2	1	DOB 126
Semester Total		14	4		Semester Total		15	3	



SECOND YEAR COURSES									
SEMESTER 3					SEMESTER 4				
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Practical				Theory	Practical	
DBC226	Biochemistry	2	1	Continuous Course	DBC 226	Biochemistry	2	1	DBC 226
DPT 224	Pharmacology and Therapeutics	2	0	Continuous Course	DPT 224	Pharmacology and Therapeutics	2	0	DPT 224
DPA 224	Pathology	2	0	Continuous Course	DPA 224	Pathology	1	1	DPA 224
DOD 225	Pre-Clinical Operative Dentistry & Biomaterials	2	1	Continuous Course	DOD 225	Pre-Clinical Operative Dentistry & Biomaterials	1	1	DOD 225
DMB 212	Microbiology	1	1	DMB 212	DGM 213	General Medicine	2	1	DGM 213
DIC 212	Infection Control	2	0	DIC212	DGS 212	General Surgery	2	0	DGS 212
DED 211	Ethics in Dental Practice	1	0	DED 211	DPM 211	Practice Management	1	0	DPM 211
DEB 212	Evidence Based Dentistry	2	0	DEB 222	DPR 213	Pre-Clinical Periodontics	2	1	DPR 213
DCO 211	Clinical Orientation	0	1	DCO 211					
Semester Total		14	4		Semester Total		13	5	

SUMMER SEMESTER				
Code	Title	Credit Hours		End Semester Exams
		Theory	Practical	
BRM 101	Biostatistics & Research Methodology	3	0	BRM 101



THIRD YEAR COURSES

THIRD YEAR COURSES									
SEMESTER 5					SEMESTER 6				
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Practical				Theory	Practical	
DCD 326	Community Dentistry	2	1	Continuous Course	DCD 326	Community Dentistry	2	1	DCD 326
DPP 328	Pre-Clinical Prosthodontics & Biomaterials	2	2	Continuous Course	DPP 328	Pre-Clinical Prosthodontics & Biomaterials	2	2	DPP 328
DOS 326	Pre-Clinical Oral Surgery	2	1	Continuous Course	DOS 326	Pre-Clinical Oral Surgery	2	1	DOS 326
DOP 326	Oral Pathology	2	1	Continuous Course	DOP 326	Oral Pathology	2	1	DOP 326
DOR 324	Oral Radiology	1	1	Continuous Course	DOR 324	Oral Radiology	1	1	DOR 324
DPR 326	Clinical Periodontics	1	2	Continuous Course	DPR 326	Clinical Periodontics	1	2	DPR 326
Semester Total		10	8		Semester Total		10	8	

SUMMER SEMESTER

SUMMER SEMESTER									
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Sem. Exams
		Theory	Practical				Theory	Clinical	
DEN 312	Pre-Clinical Endodontics	1	1	DEN 312	DOM 314	Oral Medicine and Oral Diagnosis	2	2	DOM 314



FOURTH YEAR COURSES									
SEMESTER 7					SEMESTER 8				
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Practical				Theory	Practical	
DOD 426	Clinical Operative Dentistry	1	2	Continuous Course	DOD 426	Clinical Operative Dentistry	1	2	DOD 426
DPC 428	Clinical Prosthodontics (Partial & Complete Denture)	1	3	Continuous Course	DPC 428	Clinical Prosthodontics (Fixed Prosthesis)	1	3	DPC 428
DEN 427	Clinical Endodontics	1	2	Continuous Course	DEN 427	Clinical Endodontics	1	3	DEN 427
DOS 427	Clinical Oral Surgery	1	2	Continuous Course	DOS 427	Clinical Oral Surgery & Implantology	2	2	DOS 427
DPD 428	Clinical Pediatric Dentistry	2	3	Continuous Course	DPD 428	Clinical Pediatric Dentistry	1	2	DPD 428
Semester Total		6	12		Semester Total		6	12	

SUMMER SEMESTER									
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Practical				Theory	Clinical	
DHG 413	Hospital & Geriatric Dentistry	2	1	DHG 413	DTP 413	Treatment Planning & POL	3	0	DTP 413



FIFTH YEAR COURSES									
SEMESTER 9					SEMESTER 10				
Code	Title	Credit Hours		End Sem. Exams	Code	Title	Credit Hours		End Year Exams
		Theory	Clinical				Theory	Clinical	
DOR 526	Clinical Orthodontics	2	1	Continuous Course	DOR 526	Clinical Orthodontics	2	1	DOR 526
DCD 5228	Comprehensive Clinical Dentistry -I	0	14	Continuous Course	DCD 5228	Comprehensive Clinical Dentistry-I	0	14	DCD 5228
DRP 522	Research Project	1	0	Continuous Course	DRP 522	Research Project	1	0	DRP 522
Semester Total		3	15		Semester Total		3	15	

SUMMER SEMESTER				
Code	Title	Credit Hours		End Sem. Exams
		Theory	Clinical	
DCD 516	Comprehensive Clinical Dentistry -II	0	6	DCD 516

Theory: One contact hour is equal to one credit hour

Practical and Clinical: One credit hour is equal to two contact hours

RAKCODS have offered following 4 Elective courses during the summer semester of year 4 and 5:

1. Esthetic Dentistry (DES 412) - Summer Semester 2 Year 4
2. Rehabilitation in Pediatric Dentistry (DRD 412) - Summer Semester 2 Year 4
3. Advanced Endodontics (DAE 512) - Summer Semester 2 Year 5
4. Dental Implantology (DDI 512) - Summer Semester 2 Year



13.4 Description of Courses

13.4.1 General Education Courses (Please refer Section 14)

Anatomy-Head & Neck and Cell Biology DAH 126

Credit Hours: (4 + 2 = 6)

This course provides an understanding of the basic anatomy, embryology, histology, imaging and relevant clinical anatomy of the Head and neck region, CNS along with general outline of Respiratory, cardiovascular and digestive system. The course prepares the students for the application of head and neck anatomy and embryology and radiology in clinical sciences which will help them towards diagnosis of clinical disorders.

Physiology DPH 126

Credit Hours: (4 + 2 = 6)

Physiology is a six-credit course offered in the first year of the BDS program. The course provides a system- based approach to the normal organ functions and the various physiological processes of the body that maintain homeostasis. It covers cellular structure and function, muscle types, excitability and mechanism of contraction, and details of blood, cardiovascular, digestive, respiratory, excretory, endocrine, reproductive, and central nervous systems, and special senses. Students can apply this knowledge to understand the physiological adaptations to special conditions, and to explain the physiological basis of oro-dental health and disease. The course is facilitated through interactive lecture sessions, self-directed learning, practical sessions, and course examinations.

Oral Biology and Tooth Morphology DOB 126

Credit Hours: (4 + 2 = 6)

This course describes the micro and macro structures and function of the oral cavity including teeth, bone, soft tissues and salivary glands and associated structures along with theories of formation, growth, development of these tissues. The course also describes the anatomical and morphological characteristics of teeth and their supporting structures, the inter-arch and intra-arch relationships. The course enables students to incorporate and integrate the knowledge of

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structure and development of oro-facial tissues in their future clinical practice to develop the knowledge and skills necessary for clinical diagnosis and treatment planning.

Biochemistry DBC 226

Credit Hours: (4 + 2 = 6)

The course will focus on the conceptual discipline based on the structure and function of components of living tissues in health and disease. It will also provide basic knowledge of the biochemistry of the human body as an aid in the diagnosis, prevention and treatment of oral diseases.

Pharmacology and Therapeutic DPT 224

Credit Hours: (4 + 0 = 4)

The course describes the principles of pharmacokinetics and pharmacodynamics including factors that modify drug action. The course also describes the mechanism of action, therapeutic uses, adverse reactions, contraindications, drug interactions along with salient pharmacokinetic features and dental implications of the drugs used in inflammatory conditions, infective diseases including bacterial, viral, fungal, and parasitic infections, cancer, autoimmune disorders, anemias, disorders of hemostasis, hyperlipidemia, and gastrointestinal disorders. The course also describes the mechanism of action, therapeutic uses, adverse reactions, contraindications, drug interactions along with salient pharmacokinetic features and dental implications of the drugs used in cardiovascular, respiratory, endocrine and central nervous systems and, general and local anesthetics.

Pathology DPA 224

Credit Hours: (3 + 1 = 4)

The course builds upon an understanding of the normal structure and function of the human body and enables the students to relate the basic concepts of general pathology to understand the pathogenesis and morphology of diseases.



Pre-Clinical Operative Dentistry & Biomaterials DOD 225

Credit Hours: (3 + 2 = 5)

The course describes the basic concepts of cavity design with minimum cavity extension, materials used in the various conservative procedures, their manipulation, and properties. This course also highlights the diagnosis, prevention, and management of dental caries. The concepts of minimally invasive dentistry for incipient caries and complex restorations for grossly damaged teeth are introduced to develop the students' knowledge and skills for future clinical work. Pre-clinical laboratory sessions and demonstrations will help the students to develop skills to utilize the materials in conservative techniques.

Microbiology DMB 212

Credit Hours: (1 + 1 = 2)

The microbiology course provides the student with an understanding of the natural history of oral infections and other systemic infectious diseases with oral manifestations. The course covers oral microbiology, immunology, and microbial interactions with human hosts in health and disease. It provides the foundation of the roles of microbes and host response in oral health and disease, and to utilize this knowledge for the prevention of oral diseases such as caries and periodontitis.

General Medicine DGM 213

Credit Hours: (2 + 1 = 3)

This course provides the students with the etiology, signs and symptoms of common medical problems encountered during dental practice, which may complicate the delivery of quality dental care. Undertaking the course ensures that graduate practitioners understand when to refer and indication for complex treatment. Also, to enable the students to recognize problems in the medical history of patients as a prerequisite to the whole patient care and health promotion approach to modern dentistry.

**Infection Control DIC 212****Credit Hours: (2 + 0 = 2)**

The course focuses on the protocols of infection control and the mechanisms by which infectious diseases are transmitted in dental practice. Introduce to the Students understanding about the meaning and importance of infection control in dental practice and the methods required for it.

General Surgery DGS 212**Credit Hours: (2 + 0 = 2)**

General surgery is a two-credit course offered in the 4th semester of the second-year Dental program. The aim of the course is to introduce the student to the basic concept of surgical patients. The course includes general principles of surgery and surgical patients which includes preparing patients for surgery and anesthesia, identifying the high-risk patient during the peri-operative period as well as surgical wound care and wound healing. The second part is specific to surgical topics relevant to dental students, with stress on topics related directly to the learning outcome, the students will be asked to write in one of the related topics this is active self-directed learning that will make them read more on specific topics.

Ethics in Dental Practice DED 211**Credit Hours: (1 + 0 = 1)**

This course helps students to understand the place of ethics in professional life, to recognize when an ethical problem exists in the performance of academic work, clinical treatment, or research, and to have the capability of analyzing and addressing the problem.

Practice Management DPM 211**Credit Hours: (1 + 0 = 1)**

Practice management course focuses on dentistry as a business, dental team & patient, management, importance of legal and ethical issues, communication skill, financing, purchasing equipment, documentation, and regulations of dental practice management. The course introduces students to those business skills that will contribute to a more efficient and cost-effective delivery of dental care in the private practice setting.

**Evidence Based Dentistry DEB 212****Credit Hours: (2 + 0 = 2)**

This course is designed to teach students how to find, evaluate and apply research evidence to make decisions regarding the care of their patients.

Pre-Clinical Periodontics DPR 213**Credit Hours: (2 + 1 = 3)**

This course exposes the students to a complete spectrum of normal structure of periodontium, various forms of periodontal diseases, plaque and systemic conditions affecting the periodontal tissues. Etiology, pathology, and clinical features associated with periodontal diseases are also described. Practical training on phantom head will prepare the students to develop manual skills for non-surgical periodontal therapy.

Clinical Orientation DCO 211**Credit: (0 + 1 = 1)**

The concept of clinical orientation is to acquaint the students with dental operatory. The students will be made aware of teamwork and patient care by observing their seniors during the clinical work. Students will have an opportunity to observe clinically normal oral tissues, dental plaque and caries. The course also familiarizes the students with infection control protocol and Hospital Information Management System (HIMS).

Community Dentistry DCD 326**Credit Hours: (4 + 2 = 6)**

General surgery is a two-credit course offered in the 4th semester of the second-year Dental program. The aim of the course is to introduce the student to the basic concept of surgical patients. The course includes general principles of surgery and surgical patients which includes preparing patients for surgery and anesthesia, identifying the high-risk patient during the peri-operative period as well as surgical wound care and wound healing. The second part is specific to surgical topics relevant to dental students, with stress on topics related directly to the learning outcome, the students will be asked to write in one of the related topics this is active self-directed learning that will make them read more on specific topics.

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**Ethics in Dental Practice DED 211****Credit Hours: (1 + 0 = 1)**

This course introduces the students to different oral health problems at a community level along with general epidemiological methods. The course content will contribute to the concepts and practice of health promotion. It also prepares the students to understand and fulfill their responsibility to improve the oral health of the community.

Pre-Clinical Prosthodontics& Biomaterials DPP 328**Credit Hours: (4 + 4 = 8)**

This course introduces the principles and lab procedures related to dental materials, removable and fixed prostheses. It describes the knowledge for use of dental materials, practical skills for handling the materials and preparation of removable and fixed prostheses. A thorough knowledge will be provided of the terminologies, techniques and skills for the fabrication of these prostheses.

Pre-Clinical Oral Surgery DOS 326**Credit Hours: (4 + 2 = 6)**

This course presents the complete pharmacology of local anesthetic agents and commonly used injection techniques. The course also includes different methods of pain control, dental management of medically compromised patients and medical emergencies in dental practice. Practical training will prepare students for manual implementation of different techniques of local anesthesia, as well as examination of compromised patients.

Oral Pathology DOB 326**Credit Hours: (4 + 2 = 6)**

The course is designed to study diseases involving the soft tissues, bone, and dental hard tissues of the maxillofacial region. The course highlights pathogenesis, clinical and radiographic presentation and microscopic changes of all reactive, infective, and neoplastic processes involving the head and neck region, specifically the oral cavity. The course also provides an overview of diagnostic procedures and treatment of oral disease are introduced in relationship to the clinical and radiographic presentation and pathogenesis. In addition, it emphasizes the

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clinical recognition of diseases, radiographic interpretation, and formulation of an appropriate differential diagnosis.

Oral Radiology DOR 324

Credit Hours: (2 + 2 = 4)

The course focuses on the basic principles of X-ray production, the biological damage effects of ionizing radiation and protection from radiation hazards. Students learn to take all intraoral and extra oral skull different radiographic techniques, Students practice the interpretation of different radiographs and deal with advanced techniques in dental radiology. Students learn how to assess clinical cases and make differential diagnosis between normal anatomical landmarks and types of radiolucent & radiopaque lesions with preparation of accurate report for of radiographic interpretation.

Clinical Periodontics DPR 326

Credit Hours: (2 + 4 = 6)

The course focuses on diagnosis, prognosis, and treatment planning of various forms of periodontal diseases based on the comprehensive clinical examination including properly sequenced and individualized therapeutic treatment plan. The course describes nonsurgical periodontal therapy and knowledge necessary for surgical periodontal therapy. Students will be able to perform non- surgical periodontal procedures and diagnose cases which require surgical treatment.

DEN 312 Pre-Clinical Endodontics

Credit Hours: (1 + 1 = 2)

The course focuses on knowledge of pulp diseases, diagnosis and treatment planning related to endodontics, and trains the student to perform endodontic procedures in clinical situations. The course describes diagnosing, plan and successfully manage teeth with pulpal involvement. Important fundamentals are stressed with emphasis on problem solving skills, critical thinking, radiographic interpretation, and self-assessment criteria.

**Oral Medicine & Oral Diagnosis DOM 314****Credit Hours: (2 + 2 = 4)**

The course describes various oral diseases and conditions; including white lesions of the oral mucosa; oral ulcerations; disorders of pigmentation and pigmented lesions; vesicular and bullous lesions, their clinical presentations, diagnosis and management. The course also deals with the common oral manifestations of medically complex patients, primary and acquired immunodeficiency, salivary gland dysfunction, typical facial pain and chemosensory disorder, including their management. Emphases on relevance of thorough medical history taken, proper communication with patient, proper use of diagnostic tools, including biopsies to gather the necessary data for establishing diagnosis and setting up treatment plans are also discussed.

Clinical Operative Dentistry DOD 426**Credit Hours: (2 + 4 = 6)**

The clinical operative dentistry course builds on the preceding principles and techniques presented in the pre-clinical operative course while expanding the area of diagnosis, treatment planning and management of assigned patients. This course helps to provide the knowledge, technical skills, critical thinking and judgment for caries diagnosis and prevention, minimal intervention, restoration of posterior and anterior teeth and endodontically-treated teeth and management of complex carious lesions, non-carious cervical lesions, root caries, dentin hypersensitivity and teeth discoloration. A correlation between operative dentistry and allied restorative specialties is to be established.

Clinical Prosthodontics DPC 428**Credit Hours: (2 + 6 = 8)**

The course focuses on diagnosis, treatment planning and prognosis of removable and fixed prosthodontic cases based on the comprehensive clinical examination. A detailed individualized treatment plan based on the evaluation of all diagnostic findings is an essential component. This course outlines all types of removable and fixed dental prostheses treatment procedures. Students are required to acquire adequate knowledge and skills to perform all the prosthodontic procedures outlined in the course syllabus.

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Clinical Endodontics

Credit Hours: (2 + 5 = 7)

The course focus on knowledge of pulp diseases, diagnosis and treatment planning related to endodontics, and train the student to perform endodontic procedures in clinical situations. The course describes diagnose, plan and successfully manage teeth with pulpal involvement. Important fundamentals are stressed with emphasis on problem solving skills, critical thinking, radiographic interpretation and self-assessment criteria.

Clinical Oral Surgery and Implantology

Credit Hours: (3 + 4 = 7)

The course focuses on diagnosis, prognosis and treatment planning of common dento-alveolar problems with an emphasis on oral surgical procedures performed by general dental practitioner. The course also describes the principles of management of impacted teeth, endodontic and pre-prosthetic surgery, primary and secondary survey of maxillofacial trauma, salivary glands, Temporomandibular joint diseases, cleft lip and palate, orthognathic surgery and implantology. Students will be able to diagnose, prognose and to perform non- surgical and surgical extractions.

Clinical Pediatric Dentistry

Credit Hours: (3 + 5 = 8)

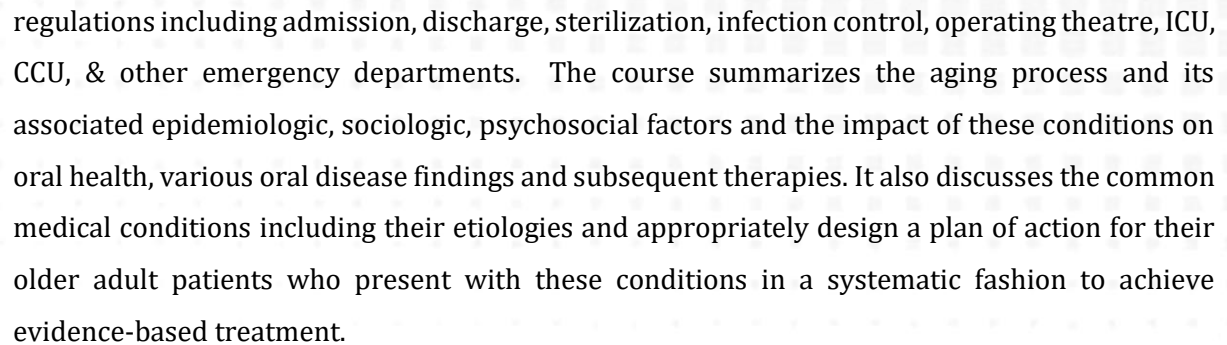
This course is an age dependent specialty. The course provides training in primary and comprehensive, preventive and therapeutic oral health care for infants and children through adolescence, including children with special health care needs. The course will provide the student with sufficient education and training for diagnosis, treatment planning and clinical care for the young population. In addition graduates will demonstrate critical thinking and decision making and life-long learning skills.

Hospital and Geriatric Dentistry DHG 413

Credit Hours: (2 + 1 = 3)

This course provides an opportunity for the students to observe hospitalized patients with medical and surgical problems. It enables students to understand the basic principles of hospital

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The course focuses on patient examination, education, oral health risk assessment, development of personalized prevention strategies for dental and oral health related diseases, interpretation of diagnostic findings, development of comprehensive, sequenced treatment plans and patient management by completing the clinical charts and other documents pertaining to patient's file. Group discussion improves the skills of making diagnosis and treatment planning.

Problem-oriented learning is designed to give the students the experience to apply lecture materials to life-like situations and allows the student to experience the process as seen in daily clinical practice. It serves as a framework for discussion, which allows students to recall what they already know, explain their reasoning, limitation of their knowledge, formulate questions to address that limit, gather information, and incorporate that information into their thinking.

This course provides the students with knowledge about the basic terminologies, rationale of orthodontic treatment, facial growth, development of normal occlusion, classification of malocclusion, etiology of malocclusion, diagnosis skills, extra and intra oral examination, study model analysis, cephalometric analysis, histology and physiology of tooth movement. Also, it explains knowledge of bio-mechanics principles, anchorage, retention and relapse. The course covers the principles of various removable, functional and fixed appliances; their indications, ***Bachelor of Dental Surgery (BDS) Catalog 2024-2025***



contra-indications and their use for the non-skeletal and skeletal treatment planning of class I, II and III malocclusions. Treatment of adults, cleft lip and palate and maxillary canine management and recent advances in orthodontic treatment are also discussed.

Comprehensive Clinical Dentistry - I DCD 5228

Credit Hours: (0 + 28 = 28)

This training is designed to improve clinical skills in diagnosis, comprehensive treatment planning and management of patients with various dental problems as comprehensive care under the supervision of clinical faculty and staff.

Research Project DRP 522

Credit Hours: (2 + 0 = 2)

This course provides the students an opportunity to select a suitable topic for research in dental sciences under guidance of the course coordinator and a member of the dental faculty. Students learn how to work independently and be creative in their thoughts and ideas. The course offers knowledge on application of the basic principles of research design, methods of data collection and how to analyze them in dental health sciences. The course also provides the steps necessary to design and write a research project.

Comprehensive Dentistry – II DCD 516

Credit Hours: (0 + 6 = 2)

This training is designed to improve clinical skills in diagnosis, comprehensive treatment planning and management of patients with various dental problems as comprehensive care under the supervision of clinical faculty & staff.

ELECTIVE COURSES:

Esthetic Dentistry DES 412

Credit Hours: (1 + 1 = 2)

This course prepares the students to diagnose, form a treatment plan and perform a number of esthetic procedures with the latest available materials. It encompasses a broad approach to the total esthetic needs of the patient. Esthetic dentistry course is supported by new developments,

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innovative techniques, and a wealth of new scientific data to share new information with students.

Rehabilitation in Pediatric Dentistry DRD 412

Credit Hours: (1 + 1 = 2)

This course describes the principles of comprehensive oral rehabilitation in pediatric patients. The subject focuses on proper case selection, behavior guidance, conscious sedation, and the management of multiple surface restorations in children, inclusive of stainless-steel crowns and other clinical procedures with emphasis on all levels of prevention applicable to pediatric dentistry.

Advanced Endodontics DAE 512

Credit Hours: (1 + 1 = 2)

The advanced endodontics course builds on the preceding principles and techniques presented in the clinical endodontics course. This course gives the fundamental knowledge for excellence in endodontic treatment with emphasis on advanced endodontic topics and a correlation between endodontics and allied restorative specialties is to be established. The course format will involve a combination of lectures and case discussion with hands-on training on certain new technologies in endodontics. Students will have access to the latest equipment, including operating microscopes and rotary instruments. This advanced education in endodontics is a 6-month course offering a comprehensive educational experience. It is intended to increase students' knowledge and endodontic literacy through didactic coursework and to enhance skills through clinical experience.

Dental Implantology DDI 512

Credit Hours: (1 + 1 = 2)

This course presents the complete orofacial anatomy, bone physiology, concept of Osseo integration and tissue reaction on implant material. The course includes basic surgical principles in implant dentistry as well as standard surgical principles and surgical principles in esthetic zone, implant therapy of patients with unsatisfactory anatomic conditions, postoperative

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treatment and management of therapy complications. The course will present the introduction with prosthetic components of implant, planning of restorative procedure and basic prosthetic principles. Practical training will prepare students for pre-implant treatment and knowledge of surgical therapy strategy as well as prepare students for knowledge of surgical implant procedure in different case conditions. Practical training will prepare students for knowledge of restorative procedure on dental implants in different case conditions.



14. General Education Courses

The General Education Department has been an integral part of the RAK Medical and Health Sciences University ever since its inception. The General Education curriculum is designed to provide students with an opportunity to develop their academic skills, enhance their capacity for intellectual inquiry and critical reasoning, learn effective communication, shape individual values, and prepare them to function in a rapidly changing digital world in their academic, professional, personal, and social lives as a foundation for lifelong learning. The Curriculum is designed to develop collegial skills in English, Arabic, Islamic, Information Technology, Psychology, and Emirates Society. Each course is customized to the program needs of the constituent colleges. Courses: The General Education Program includes the linguistic and communicative skills in English, and Arabic, intellectual skills, Mathematical and statistical skills, Information Technology skills, humanities and ethics, Emirates Studies and Psychology and Behavioral Sciences. These areas of study make it possible for students to acquire and create knowledge, consequently, enabling them to assess existing values and develop new ones.

14.1 General Education Courses Offered for BDS Program

Course Name	Course Code	Credit Hours
English	ENG 101	3
Health Sciences Communication in Arabic	ARB 101	3
Information Technology and Innovation	ITI 101	3
Health Sci. Comm. in English	HSE 101	3
Islamic Culture in Medicine	ICM 101	3
Emirates Society	EMS 101	3
Biostatistics and Research Methodology	BRM 101	3



14.2 Course Description

ENG 101 English

Credits: (3+0=3)

Course Prerequisite: None

Course Summary: This course provides the basic skills of the English language required in dental practice. It covers college-level writing standards, reading for comprehension purposes, editing techniques, and organization of material to express themselves clearly and effectively. Students will be familiarized with basic Medical/Dental terminology. Faculty will facilitate learning through interactive lecture sessions, group discussions, and team-based learning.

ARB 101 Health Sciences Communication in Arabic Credits: (3+0=3) Course Prerequisite: ENG 103

Course Summary: This course has been prepared to provide the students with the basic knowledge and skills of communication in the Arabic language with patients and healthcare staff. The course also focuses on reading and listening for understanding to prepare them for real-life situations. The course gives priority to pronunciation and correct articulation while speaking in Arabic. Learning is facilitated through interactive lecture sessions, group discussions, self-directed learning, and practice.

ITI 101 Information Technology and Innovation

Credits (2+1=3) Course Prerequisite: None

Course Summary: Innovation in Information Technology is a three-credit course offered in the first semester of the first-year Dental program. The goal of the course focuses on identifying the components of the information systems namely, the hardware, software, and connectivity. It also focuses on operating system environment, Internet, social media, and telecommunication; as well as the ethical use of electronic data in health informatics and health information system. It also directs the students to apply the rules of problem-solving related to health sciences through the effective utilization of information technology equipped with Artificial intelligence, Machine learning, 5G



technology, the Internet of Things, and Machine learning. Learning is facilitated through interactive lecture sessions, group discussions, self-directed learning, and demonstrations.

HSE 101 Health Sciences Communication in English Credits (3+0=3) Course Prerequisite: None

Course Summary: This course is to provide the students with the essential skills and competencies needed for professionals in health care. The course aims to train students to be able to communicate with clarity, sensitivity, and effectiveness in their interaction as Dentists to communicate with patients and their families. The course focuses on Empathy and Active Listening Skills, and Problem-Solving skills while interacting with patients, their families as well as their colleagues to achieve desired patient outcomes. It also focuses on Public Speaking skills, including conference presentations. Faculty will facilitate learning through interactive lecture sessions and group discussions.

ICM 101 Islamic Culture and Medicine Credits (3+0=3) Course Prerequisite: None

Course Summary: This course has been prepared to discuss the current medical and scientific issues from the Islamic perspective. It focuses on developing an understanding and appreciation of Islamic contribution to medicine in particular and science in general. The course aims to engage in students' awareness about Islamic Codes related to health and medicine. Learning is facilitated through interactive lecture sessions, group discussions, and self-directed learning.

ENG 101 English Credits: (3+0=3)

Course Prerequisite: None

Course Summary: This course provides the basic skills of the English language required in dental practice. It covers college-level writing standards, reading for comprehension purposes, editing techniques, and organization of material to express themselves clearly and effectively. Students will be familiarized with basic Medical/Dental terminology. Faculty will facilitate learning through interactive lecture sessions, group discussions, and team-based learning.

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ARB 101 Health Sciences Communication in Arabic Credits: (3+0=3) Course Prerequisite: ENG 103

Course Summary: This course has been prepared to provide the students with the basic knowledge and skills of communication in the Arabic language with patients and healthcare staff. The course also focuses on reading and listening for understanding to prepare them for real-life situations. The course gives priority to pronunciation and correct articulation while speaking in Arabic. Learning is facilitated through interactive lecture sessions, group discussions, self-directed learning, and practice.

ITI 101 Information Technology and Innovation Credits (2+1=3) Course Prerequisite: None

Course Summary: Innovation in Information Technology is a three-credit course offered in the first semester of the first-year Dental program. The goal of the course focuses on identifying the components of the information systems namely, the hardware, software, and connectivity. It also focuses on operating system environment, Internet, social media, and telecommunication; as well as the ethical use of electronic data in health informatics and health information systems. It also directs the students to apply the rules of problem-solving related to health sciences through the effective utilization of information technology equipped with Artificial intelligence, Machine learning, 5G technology, the Internet of Things, and Machine learning. Learning is facilitated through interactive lecture sessions, group discussions, self-directed learning, and demonstrations.

HSE 101 Health Sciences Communication in English Credits (3+0=3) Course Prerequisite: None

Course Summary: This course is to provide the students with the essential skills and competencies needed for professionals in health care. The course aims to train students to be able to communicate with clarity, sensitivity, and effectiveness in their interaction as Dentists to communicate with patients and their families. The course focuses on Empathy and Active Listening Skills while interacting with patients, their families as well as their own colleagues to achieve desired patient outcomes. It also



focuses on Public Speaking skills, including conference presentations. Faculty will facilitate learning through interactive lecture sessions and group discussions.

ICM 101 Islamic Culture and Medicine

Credits (3+0=3) Course Prerequisite: None

Course Summary: This course has been prepared to discuss the current medical and scientific issues from the Islamic perspective. It focuses on developing an understanding and appreciation of Islamic contribution to medicine in particular and science in general. The course aims to engage in students' awareness about Islamic Codes related to health and medicine. Learning is facilitated through interactive lecture sessions, group discussions, and self-directed learning.

EMS 101 Emirates Society

Credits (3+0=3) Course Prerequisite: None

The Emirates Society is a **three-credit** course delivered to **(first year- semester two) Dental Students**, seeking to merge national belonging and identity and appreciate the national achievements of the United Arab Emirates. The course focuses on introducing students to the main social features of the Emirati community and its core values and heritage, as well as the history and geography of the country. It discusses the internal and foreign policy, social development, and services provided by the State, including the empowerment of women and their role in society. The course also aims to shed light on UAE's role in building an Emirati knowledgeable society, encouraging multiculturalism, and developing solid economic and technological infrastructure, as well as positioning UAE at a globally competitive level. The course also includes the future visions and challenges towards developing strategic plans as it will discuss the Federal Government's Vision and Abu Dhabi's Vision 2030 and the different issues related to future development plans and the expected challenges. Learning about this course is facilitating Knowledge through several interactive assessment methods such as lecture sessions, discussions, group discussions, self-directed learning, and demonstrations.

**BRM 101 Biostatistics and Research Methodology****Credits: (3+0=3) Course Prerequisite: None**

Course Summary: This course is designed to teach students how to find, evaluate, and apply research. Evidence to make decisions regarding the care of their patients. This provides the students an opportunity to perform innovative, multidisciplinary research in the diagnosis, prevention, and treatment of dental and oral health-related diseases. The students select a suitable topic for research in dental sciences under the guidance of the course coordinator and a member of the dental faculty. Students learn how to work independently and be creative in their thoughts and ideas. The course offers knowledge on the application of the basic principles of research design, methods of data collection, and how to analyze them in dental health sciences. The course also provides the steps necessary to design and write a research project.



15. Assessment and Grading System

15.1 Assessment Committee

The Assessment Committee consists of the Vice President, Academic Affairs as the Chairperson, In Charge Assessment Office as a Secretary, Deans, other nominated faculty as members and nominated students as students' representatives. The Assessment Committee advises the University on Assessment Policies and determines whether the general requirements for promotion are met by the students. It shall also be responsible for the approval and announcement of Assessment results, as well as taking actions for Misconduct / Malpractice during assessments.

15.2 Time of Assessment

The assessment planned is according to the academic calendar. The length of time for each varies depending on the type as described in the catalog or on communications from the relevant faculty, chairperson, or dean.

Students are urged to arrive at the exam site early and begin the test on time or submit their assignment before the deadline. However, if the exam is longer than 30 minutes, students will be permitted to enter the examination hall within 15 minutes of the exam's start time with a legitimate explanation. Even if students exit the exam room after finishing their assessment, neither they nor any other students are allowed to enter the exam room again.

15.3 Assessment Methodology

At RAKMHSU, the Continuous assessment is performed throughout the academic year and the final exam is conducted at the end of the academic year. The combination of the grades achieved by the students in these components gives the final grade that the students achieve at the end of each year. Continuous assessment contributes 60% and final exam contributes 40% towards the final grades.



There is both a Continuous Assessment and Final examination for each Course. Both components are applied for assessment of theory and practical/ clinical learning.

15.3.1 Continuous Assessment

All Continuous Assessments (CA) will be held within the semester / academic period. The respective college Dean, RAKCODS notifies the student about the exact schedule of CA including the dates, times and venue.

Continuous assessment contributes 60% of the weightage to the final grades for the course. The methodology for conducting various continuous assessment components are as follows:

- **Continuous Assessment Tests**
 - Team Based Learning (TBL)
 - Quizzes
 - Restricted Response Essays (RRE)
 - Written Test
 - Self-Director Learning (SDL)
 - Assignment / Presentation
- **Mid-Term Exam**
 - Multiple Choice Questions (MCQs)
 - Objective Structured Practical Assessment (OSPE) / Practical Assessment
 - Objective Structured Clinical Assessment (OSCE) / Clinical Assessment

For courses assessed over two semesters

There will be two Continuous Assessments in theory held during designated periods within the two semesters (one academic year). The average scores of the two Continuous Assessment Test will contribute to the total theory continuous assessment.

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For courses assessed after one semester

There will be one Continuous Assessment in theory held during designated periods within the semester.

The format of this Assessment will be the same as that of the theory final exam and will include multiple choice questions (MCQ). In each of the Continuous Assessments, students will be examined on only that part of the content which has been taught until that period of the course.

- During Continuous Assessments, one or more “Observers” may be deputed by the Office of the Assessment to oversee the conduct of the Assessment.
- The Dean of the College will notify the students about the schedule of the Continuous Assessment and Makeup Continuous Assessment - including the date, time, and venue.

15.3.1.1 Makeup Continuous Assessment

Any student who misses any component of CA for valid reason(s) must report to the Dean on the same day. If the reason for absence is approved by the college council, a makeup test will be done.

15.3.1.2 Quizzes/ Written Test

- Quiz is a mini written assessment testing a small area/topic in the course.
- Quizzes may comprise of any one or a combination of MCQ, short answer and problem-solving exercises.
- Quiz is to be conducted during the regular class hour for that particular course, with prior announcement.

15.3.1.3 Assignments

- Assignments may take the form of written reports, presentations, projects and group work.
- Assignments to be conducted at the discretion of the faculty.
- The faculty shall fix the precise date of submission

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- Different topics can be given to different students or different groups of students. The topics for the

assignments will be announced at least 2 weeks in advance.

- The faculty shall provide detailed guidelines to the students on the format of the assignment.

15.3.1.4 Team Based Learning (TBL)

- TBL will be scheduled as per the need of the course by the faculty.
- Each TBL consists of an Individual readiness assurance test (I - RAT) and Team readiness assurance test (TRAT). To calculate the final grade achieved by each student for a particular TBL, 40% weightage for I-RAT & 60% weightage for T-RAT is given.
- Assignments/ TBL/PBL can replace Quizzes as per the nature of the course.

15.3.1.5 Practical continuous assessments in General Education, Basic and Medical Sciences

For annual courses with practical credit hours, two assessments in practical will be held during the academic year. The average scores of two practical assessments will contribute to the total continuous assessment.

For semester courses with practical credit hours, one assessment in practical will be held during the semester.

- Practical assessments will take place during the practical periods allocated in the timetable.
- Practical assessments may be timed to coincide with the day of Continuous Assessments in theory.
- Alternatively, the faculty may hold them at other times but at approximately equal intervals.
- Practical will be in the form of Objective Structured Practical Assessment (OSPE).



- Course Assessment/Grading System for General Education and Basic Sciences Courses with Practical Components

Course Assessment for General Education and Basic Sciences Course with/ without Practical Components

Assessment Components	Continuous Assessment		Final Examination	
	With Practical	Without Practical	With Practical	Without Practical
Mid-Term	50%	70%	70%	100%
Quizzes / TBL /PBL	20%	30%		
Practical / OSPE	30%	--	30%	

15.3.1.6 Protocols for Evaluation of Students' Pre-Clinical/Clinical Competencies

Pre-clinical/clinical training is given in the dental labs and dental clinics. Pre-clinical competency is the ability essential for the dental student to begin clinical dental practice.

- There are Continuous Assessment and Final Practical/ Clinical Assessment.
- Continuous assessment occurs throughout the semester/ academic year for semester/ annual courses. Final Practical/ OSPE/ OSCE/ Clinical Assessment is conducted at the end of the semester for semester courses and end of academic year for annual courses.

Continuous assessment in practical will be in the form of objective structured practical Assessment (OSPE) or practical Assessment according to the nature of the course.

- Combination of these components gives the final grades to the students.
- Course Assessment / Grading System for Preclinical and Clinical Courses:

Practical/OSPE/OSCE/Clinical Components will contribute 50%, the remaining 50% is allocated for Theory Components.



15.3.1.7 Assessment Methodology in Pre-Clinical Courses of BDS

- Steps of each procedure are described and practiced by the student during the pre-clinical training.

These steps are detailed in the evaluation form to be filled in for each procedure and these will be assessed and marked by the mentor / faculty before the student proceeds to the next step.

- The pre-clinical skill and treatment plans are presented by students at seminars and discussed as part of the assessment.
- To ensure that the student master the various pre-clinical procedures, carried out in general dental labs, competency tests in all specialties are administered periodically.

For courses assessed over two semesters

- For courses with practical credit hours, two/three assessments in practical/ OSPE will be held during the academic year based on the course syllabus. The average of all practical assessments will contribute 50% to the total continuous assessment.

For courses assessed after one semester

- For courses with practical credit hours, one assessment in practical / OSPE will be held during the semester.

Course Assessment for Pre-Clinical Courses

Assessment Components	Continuous Assessment	Final Examination
Mid -Term	40%	50%
Quizzes / TBL /PBL	10%	
Practical / OSPE	50%	50%



15.3.1.8 Assessment Methodology for Clinical Components of BDS Program Clinical Assessment Methodology

Students' competency on clinical skills in the various specialties is assessed on a specially designed Clinical Assessment competency criteria.

Students must obtain a minimum of 50% score in each section and an overall average of 60% to pass the clinical Assessment.

Students failing to achieve the competency/pass the Assessment will be provided an opportunity to reappear in clinical Assessment within 2 weeks period.

The individual course includes course description for clinical skills, requirements, clinical work and clinical Assessment criteria with score distribution in each section.

Clinical competency Assessment is conducted in all clinical disciplines of dentistry, as given in the Clinical Manual - Policies, Procedures & Assessment Criteria for Clinical Competency.

- The Clinical Requirements for each course may be different and are mentioned in course syllabus and clinical manual.

15.3.1.9 Clinical Continuous Assessment

Continuous Assessment of clinical components will be in the form of Objective Structured Clinical Assessment (OSCE)/ Clinical Assessment.

Clinical Assessment assesses the skills of the students in carrying out treatment and other relevant procedures. Each of these clinical procedures will be evaluated using the designated clinical competency forms as given in the clinical manual.

For courses assessed over two semesters

- To assess the clinical competency, there will be three assessments during the whole academic year.

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- First Assessment will be from 8th week to 12th Week. Second Assessment will be from 12th week till 16th week. Third Assessment will be from 22nd week till the 26th week. All three assessments will contribute 50 % for the Total Continuous Assessment, remaining 50% will be Final Clinical Assessment.

For courses assessed after one semester

Continuous assessment of clinical components will be in the form of OSCE/ Clinical Assessment.

There will be one assessment during the whole semester, which will contribute 50% of clinical components, the remaining 50% will be Final Clinical Assessment / OSCE.

Course Assessment for Clinical Courses

Assessment Components	Continuous Assessment	Final Examination
Mid -Term	40%	50%
Quizzes / TBL /PBL	10%	
Clinical / OSCE	50%	50%

15.3.2 Final Examination

Final Examinations will be held at the end of a semester or end of the academic year, and generally fall within the months of January/February and May/June/July. The Office of Assessment has the responsibility of conducting the Final Examination.

Final Examinations are the Final Assessments for each course before a student is awarded a grade for each course. They test the total content of the relevant courses.

The Final Examination will contribute 40% of the overall assessment for the course.

The Final Examination will include:

A theory component and a practical component. The practical component will be for courses with practical or clinical credit hours. The theory component will include MCQ.

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Where a course has practical/clinical credit hours, a practical component which will be tested with Objective Structured Practical Assessment (OSPE) / Practical Assessment, Objective Structured Clinical Assessment (OSCE)/ Clinical Assessment.

Weightage for each Theory Component

No. of Theory Credits	No. of MCQ's for CA and duration of Assessment	No. of MCQ's for Final Examination and duration of Assessment
1	25; 30 min	50; 55 min
2	35; 40 min	75; 80 min
3 and more	50; 55 min	100; 105 min
4Module	35; 40 min	100; 105 min

15.3.2.1 Final Pre-Clinical and Clinical Assessment

The Final Clinical Assessment will be the Final Assessment for the course.

The clinical component will be tested with Objective Structured Clinical Assessment (OSCE) and/or Clinical Case Procedures. The proportion of scores for these two components may vary based on the nature of the course but will be notified to the students in advance.

Clinical case procedures will be assessed using the prescribed assessment forms for each subject as given in the RAKCODS Policies and Procedures Manual 2023 & Assessment Criteria.

15.3.2.2 Pass Grade in Courses with Practical/Pre-clinical/Clinical Components

To achieve an overall pass grade, a student has to obtain a minimum passing Grade in Continuous Assessment and Final Examinations (combination of both) of the Pre-Clinical / Clinical Components of the course. The student must have completed all preclinical and clinical requirements to pass the course. The final grade for each course will be based on the combined scores of theories and clinical components. A student will not pass the course if the score for the theory / practical / pre-clinical / clinical components are below minimum pass level. Students who obtain minimum pass grade in the practical / pre-clinical / clinical component of the course



and fail in Final Assessment will repeat only the theory component of the course in the Repeat 1 and Repeat 2 Assessment.

Please refer to RAKCODS Policies and Procedures Manual 2023 for requirements and continuous evaluation of practical / preclinical / clinical work.

15.3.2.3 The Eligibility to appear for the End Semester/ End Year Final Examination:

Attendance Requirements

75 -100%	Eligible for final examinations
70-74%	Requires Dean's approval to sit for final examinations
50-69%	Requires justifiable reasons and approval by the College Council to do a remedial process and sit a repeat examination for that course/module.
Less than 50%	Student will not be allowed to sit final exam /repeat exam and will be Granted (F) grade. Student must repeat that course /module.

Any student who does not fulfill the above requirement will not be eligible to appear for the final examination. All students who appear and fail in the annual/semester examination in the first attempt will have an opportunity to appear for Repeat 1 Assessment within 2 weeks after the declaration of the results. There will be a Remedial Assessment 1 before the Repeat Assessment 1 to improve their Continuous Assessment.

If the student fails in Repeat 1 Assessment, will have Remedial 2 Assessment, and will appear for Repeat 2 Assessment within 2 weeks of declaration of Repeat 1 Assessment results. All courses in the respective academic year need to be passed before progressing to the next academic year and is applicable to all the courses involving all the programs.

15.3.2.4 Students NOT Eligible for Final Examination

Students may be ineligible for the final examination due to either or both of the following:

- a) Those who have less than 75% attendance on the course.



b) Those with an attendance of less than 75% irrespective of their continuous assessment score, may proceed to revision classes and Remedial Assessment or compensation by attending clinical rotation after the End Year Assessment and before the repeat 1 Assessment. Students with less than 50% attendance for any course will be required to repeat the whole semester / year for that particular course, subject to university guidelines

15.3.3 Remedial Assessment

Students, who were not eligible for final examination may, provided they have an attendance of over 50% for any course, make themselves eligible for Repeat 1 Assessment by undergoing a remedial process that comprises:

- Attending revision classes / clinical training to complete their clinical requirements.
- AND
- Appearing for Remedial 1 Assessment before the Repeat 1 Assessment.

The remedial Assessment will be conducted within 2 weeks of declaration of the results of Final Assessment. If the student fails at Repeat 1 Assessment, there will be a Remedial 2 Assessment, within 2 weeks after the declaration of Repeat 1 Assessment results.

The remedial 1 Assessment will consist of theory component similar to Continuous Assessment and practical component similar to continuous assessment practical Assessment. The content will be the total syllabus of the course or combination of courses. Score of the two components of the Remedial Assessment may be substituted for one continuous assessment and one practical score respectively. Students achieving the minimum score for continuous assessment after substitution will be eligible for Repeat 1 Assessment. There will be a Remedial 2 Assessment before the Repeat 2 Assessment, which will be 2 weeks after the declaration of Repeat 1 Assessment results.

There is no remedial or repeat session for Continuous Assessment Tests (Ref. 17.4.1).



15.3.4 Repeat Examination

Following the final examination, two more Assessment will be conducted in the same format. These are the Repeat 1 and Repeat 2 Assessments which will be held within two weeks after the declaration of the results of the final examination and two weeks after declaration of Repeat 1 Assessment, respectively.

Eligibility for Repeat 1 Examination

- Any student who appeared for the final examination but was unsuccessful.
- Any student who was not eligible to appear for the final exam but has successfully undergone the remedial process and has become eligible in terms of attendance.

Eligibility for Repeat 2 Examination

- Any student who appeared for the Repeat 1 Assessment but was unsuccessful.
- Any student due to unforeseen circumstances/emergency conditions was eligible for Repeat 1 Assessment but could not appear.

15.3.5 Placement test

a- Placement test

Students may earn credit for degree-applicable general education courses through proficiency and challenge examinations recognized or administered by the University. Such examinations must demonstrate that the student has mastered the established student learning outcomes for the course at a satisfactory level. For the General Education courses in English and Health Sciences Communication in Arabic, placement tests can be administered. Students who pass the placement test will NOT be required to take that course. However, the placement test scores of the students will be kept for grading at the end of the semester. Any student who has been given an exemption and desires to continue the relevant course may submit an application to the Office of Assessment through the College Dean. Students who



choose to remain in the course after being granted an exemption will forfeit their placement test scores and be held to the same standards as other students who were not granted the exemption.

b- UAE National Service:

- As per the notification of the Ministry and approved by the University Council meeting dated June 24, 2024, starting this academic year (2024-2025), the National Service experience can be credited towards certain General Education courses.
- Students who have undergone **UAE - National Service**, may count their experience towards the exemption of the following General Education courses in the form of credit equivalent or recognition of prior learning (RPL).
 - Students who have completed the UAE National Service may apply for exemption or Recognition of Prior Learning (RPL) for General Education courses.
 - To claim this exemption, students must submit the original National Service Certificate to the Office of the Registrar after completing the admission process.

15.3.6 Hall Ticket

Hall ticket is the official document that permits a student to appear for Final and Repeat Examination. The following rules are applicable regarding hall tickets:

The Office of Assessment issues the Hall Tickets before the commencement of the Assessment to all the students, for the courses for which the student is eligible to write the exams.

- Due to attendance shortage, the student might be barred from writing exams of some courses, and in such a case the ineligibility will be stated on the Hall Ticket (or the courses will not be printed on the Hall Ticket).
- Hall Tickets must be brought to the Assessment Hall and presented to the invigilator prior to the Assessment without which a student will not be allowed to appear for Assessment.



- No faxed copies/photocopies/scanned copies in multimedia of the hall tickets will be accepted by the faculty.
- A duplicate Hall Ticket will be issued only by the Office of Assessment upon payment of the required fee.

15.4 Progression through the Program

At the end of the academic year, the progression criteria are applied based on the performance and grades received by the students. Progression from an odd semester to an even semester is automatic.

The students who clear all the courses in Final Assessments/ Repeat Assessments will be promoted to the next academic year.

- Students will finish the Repeat 1 & Repeat 2 Assessment before the completion of the academic year (i.e. by end of August). The students will have to pass all the courses for that academic year by the end of Repeat Assessment before progressing to the next academic year.
- Failure to clear all the courses by the end of the academic year even after Repeat 1 and Repeat 2. Assessments, the student will have to re-register for the failed courses in the next academic year and will NOT be promoted to the next academic year, except as mentioned in exception case below.

- Exceptions to carrying over failed courses to the following year: General Education Course

The above progression criteria will not apply to General Education courses; these courses will not affect progression provided the student obtains a pass grade within the following academic year. Students should have completed all the courses including general education courses before they could be promoted to clinical years.



15.6 Academic Dismissal

Academic dismissal is the involuntary separation of a student from the University, which takes place under the following situations:

(A) When a student does not obtain pass grades for a course after retaking the course. Such a failure to obtain a pass in the course on the second time a student takes it may be due to:

- Failed grades at the Assessment even after Repeat 1 and Repeat 2 Examinations of the retaking course.
- Ineligibility to appear for the Final and Repeat Examination at the second time either due to lack of attendance.

(B) When a student is unable to complete the program of study within the maximum duration of study specified for that program.

15.7 Appeal Procedure to Revoke Academic Dismissal

A student may appeal for his / her Academic Dismissal by submitting a written request within five working days from the time the Academic Dismissal letter was signed and mailed by the Office of Assessment. This written request must state the basis for an appeal that would warrant modification of the student's status. The Office of Assessment may call for an Assessment Committee Meeting who in turn shall review and reevaluate the matter within 5 working days after receipt of the student's request. The Office of Assessment will communicate the final decision to the student. During the interim period of appeal after the dismissal, the student is prohibited from attending any activity in the College/University.

15.8 Academic dishonesty

Academic dishonesty is prohibited at RAK Medical and Health Sciences University. Penalties for academic dishonesty include academic sanctions, such as failing or otherwise reduced grades, and/or disciplinary sanctions, including suspension or expulsion.



Academic integrity is at the core of a university education. Faculty assign essays, exams, quizzes, projects, and so on both to extend the learning done in the classroom and as a means of assessing that learning. When students violate the academic integrity policy (i.e., “cheat”), they are committing an act of theft that can cause real harm to themselves and others including, but not limited to, their classmates, their faculty, and the caregivers who may be funding their education. Academic dishonesty confers an unfair advantage over others, which undermines educational equity and fairness. Students who cheat place their university’s accreditation and their own future prospects in jeopardy. The said mandate necessitates that the RAKMHSU undertakes steps essential to enforce Academic integrity in the Academic work being done in the University.

15.8.1 Definitions

Definitions and Examples of Academic Dishonesty:

15.8.1.1. Cheating is the unauthorized use or attempted use of material, information, notes, study aids, devices, or communication during an academic exercise. Examples of cheating include:

- Copying from another student or allowing others to copy work submitted for credit or a grade. This includes uploading work or submitting class assignments or exams to third party platforms and websites beyond those assigned for the class, such as commercial homework aggregators, without the proper authorization of a professor.
- Unauthorized collaboration on assignments or examinations.
- Copying from another student or allowing others to copy work submitted for credit or a grade. This includes uploading work or submitting class assignments or exams to third party platforms and websites beyond those assigned for the class, such as commercial homework aggregators, without the proper authorization of a professor.
- Unauthorized collaboration on assignments or examinations.



- Taking an examination or completing an assignment for another person or asking or allowing someone else to take an examination or complete an assignment for you, including exams taken on a home computer.
- Allowing others to research and write your assigned papers or other assignments, including using commercial term paper services.
- Submitting someone else's work as your own, including, but not limited to, material obtained in whole or in part from commercial study or homework help websites, or content generated or altered by digital paraphrasing tools.
- Fabricating and/or falsifying data (in whole or in part).
- Giving assistance to acts of academic misconduct/dishonesty.
- Altering a response on a previously graded exam or assignment and then attempting to return it for more credit or a higher grade without permission from the instructor.
- Submitting substantial portions of a paper or assignment to more than one course for credit without permission from each instructor.

Unauthorized use during an examination of notes, prepared answers, or any electronic devices such as cell phones, computers, smart watches, or other technologies to copy, retrieve, or send information.

15.8.1.2 Plagiarism is the act of presenting another person's ideas, research, or writing as your own. Examples of plagiarism include:

- Copying another person's actual words or images without the use of quotation marks and citations attributing the words to their source.
- Presenting the ideas of others in your own words without acknowledging the source or insufficient paraphrasing, whether or not the source is cited.
- Failing to acknowledge collaborators on homework and laboratory assignments.
- Internet plagiarism, including submitting downloaded term papers or parts of term papers, paraphrasing, or copying information from the internet without citing the source, or cutting

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and pasting excerpts from various sources without proper attribution.

15.8.1.3 Obtaining Unfair Advantage is any action or attempted action that gives a student an unfair academic advantage over another student or students. Examples of obtaining unfair advantage include:

- Stealing, reproducing, circulating, or otherwise gaining advanced access to examination materials.
- Depriving other students of access to library materials by stealing, destroying, defacing, or concealing them.
- Retaining, using, or circulating examination materials that clearly indicate that they should be returned at the end of the exam.
- Intentionally obstructing or interfering with another student's work.

15.8.1.4 Falsification of Records and Official Documents Examples of falsification include:

- Forging signatures of authorization.
- Falsifying information on an official academic record.
- Falsifying information on an official document such as a grade report, letter of permission, drop/add form, ID card, or other college document.
- Falsifying medical documentation that has a bearing on campus access or the excuse for absences or missed examinations and assignments.

15.8.1.5. Levels of Plagiarism: would be quantified into following levels in ascending order of severity for the purpose of its definition:

For undergraduate

(a) Level 0: Similarities up to 20%

(b) Level 1: Similarities above 21% to 40%



(c) Level 2: Similarities above 41% to 60%

(d) Level 3: Similarities above 60%

15.8.1.6. Authors shall be required to check for plagiarism by using the software available in the university before submission of assignment, paper to the college/conference/Journal.

Penalties Which Can be imposed:

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of undergraduate, Masters and on researcher, faculty & staff of the University only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

Penalties in case of plagiarism in the submission of assignments, thesis, and dissertations

University Academic Integrity Panel (UAIP) shall impose a penalty considering the severity of the Plagiarism. For undergraduates.

(I) Level 0: Similarities up to 20% - Minor Similarities, no penalty.

(II) Level 1: Similarities above 21% to 40% - Such a student shall be asked to submit a revised script within a stipulated time not exceeding 6 months.

(III) Level 2: Similarities above 41% to 60% - Such a student shall be debarred from submitting a revised script for a period of one year.

(IV) Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.



15.9 Withdrawals

If a student with academic deficiency desires a withdrawal, he/she may apply for the same using the withdrawal form available in the Office of registration.

If a student withdraws without any written permission or absconds, he/she will not be eligible to get any recommendation letter or NO Objection Certificate from the University later.

15.10 Study Time Limitation

The maximum allowable study time for any program is twice the duration of the program's specified study period. For transfer admissions, the maximum study time limitation is determined by doubling the remaining duration of the study period for the year the student is admitted to.

15.10.1 Postponement of Study/Leave of Absence

If a student wishes to postpone his/her study for any reason, she/he must submit a request letter to the Office of registration through the Dean of RAKCODS. The period of postponement will be up to a maximum of one academic year during the entire period of study.

- Leave of absence for personal and non-medical reasons is processed by the Dean of the respective Colleges upon receipt of a written request from the student.
- Leave of absence may be granted to students, who are in good academic standing (GPA > 2.0).
- For medical leave of absence, students must proceed through the Dean RAKCODS to the Office of registration.
- Granting of medical leave will not entitle the student to appear for any exam if the attendance is less than 75% (90% in clinical component for medical program & 95% in clinical clerkship in nursing program).
- The Dean reserves the power to strike a student's name from the rolls if they are absent for longer than three months or if they fail to notify the college in writing with good cause.
- If the absence exceeds two years, the institutions will not consider the case of any student for rejoining the program.



15.11 Course Grading System

Students shall be assigned grades (letters) for each course in which they are examined. The letter reflects the student's achievement on the course. The minimum grade for passing a course is letter "C". The grades and their grade point equivalents are given in the table below.

Description	Grade	Grade Point	Percentage
Outstanding	A+	4.0	95 - 100
Excellent	A	3.75	90 - 94
Very Good	B+	3.5	85 - 89
Good	B	3.0	80 - 84
Satisfactory	C+	2.5	75 - 79
Pass	C	2.0	70 - 74
Fail	F	Below 2	Below 70
Pass (in pass/fail courses)	P	-	70 and more
Fail (in pass/fail)	F	-	0 -69

15.12 Grade Point Average

Grade Point Average "GPA" reflects the student's achievements in an academic year, while Cumulative Grade Point Average "CGPA" reflects the student's achievements in the entire program.

The GPA is calculated by multiplying the grade of each course by the number of credit hours and dividing the total by the number of total credit hours taken during the semester.

The CGPA is calculated in a similar manner as the GPA but considers into account all courses a student has taken during the entire program.

Both GPA and CGPA are rounded to the nearest two decimal units.



However, some courses within any program may be denoted as not contributing to the GPA and CGPA (see below)

Example of GPA calculation:

Course	No. of Credits	Grade	Grade Points
Anatomy	3	4	12
Biochemistry	3	4	12
Physiology	3	2	6
Pharmacology	3	3	9
Pathology	3	3	9
Total	15	16	48

GPA	=	$(3 \times 4 + 3 \times 4 + 3 \times 2 + 3 \times 3 + 3 \times 3)$	=	48	=	3.20
		$3 + 3 + 3 + 3 + 3$		15		

General Education courses will be assessed, evaluated and graded as any other course, but their grade points will not be taken into consideration for calculating the GPA or CGPA.

Grades earned in courses taken at other institutions and transferred to the University are not reported and not included in any GPA calculations.

15.12.1 Grade Appeals

Students may view their answer scripts of the Final and Repeat Examination by applying in writing to the Office of Assessment within 5 days of declaration of results. This will be done in the Assessment Office in the presence of an authorized person from that Office.

A student may appeal against a grade of the Assessment within five working days from the announcement of the results of the end-semester / end year / Repeat Assessment by paying the appropriate fees for reevaluation of the answer scripts. A written request together with the receipt of payment should be forwarded to the Office of Assessment. The Office of Assessment shall decide with the respective Chairperson for reevaluation. If necessary, an Assessment Committee may be called to discuss a change of Grade. Any change of grade will be informed to ***Bachelor of Dental Surgery (BDS) Catalog 2024-2025***



the student by the Office of Assessment. No revaluation shall be allowed under any circumstances for the MCQs.

15.13 Announcing of Grades

The Grades will be announced as per the dates mentioned in the Academic Calendar.

Students wishing to receive their grades electronically may submit a request to the Office of Assessment and it will be done without any extra cost. Students are required to fill in the appropriate form and hand it over personally to the Assessment Office for this purpose.

Request for results over the telephone will NOT be entertained.

15.14 Graduation

To be eligible for graduation, the student must satisfy each of the following requirements:

- Must have satisfactorily full filled all the academic requirements including attendance.
- Must have obtained pass grades in all courses of the program with minimum CGPA of 2.00.
- Must have participated in at least 40 hours of community service to be eligible for graduation.
- At least 50% of total credits required for the program must have been earned at RAKMHSU.
- The student becomes a degree candidate when the program Dean on the advice of Chairperson, Recommends him/her to the University Trustees for conferring the appropriate degree.
- Students must have met all financial obligations to the University within the time specified. The certificate for graduation and transcripts will be withheld if there are any dues to the university.
- In order to qualify for graduation, the student must earn credits:

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These credits are inclusive of General Education courses.



15.15 Bachelor's Degree Academic Honors

Academic Honoring of the bachelor's degree is classified as follows:

CGPA 3.75 or higher	:	Pass with Distinction
CGPA 3.0 - 3.74	:	Pass with Merit
CGPA 2.0 - 2.99	:	Pass

15.16 Academic Awards

Academic performance will be judged based on the cumulative GPA for the courses during the academic year, excluding General Education and any other courses not included in CGPA for the program.

In the event of a tie the positions will be decided by raw scores obtained by the students, participation in co-curricular activities such as scientific conferences, workshops etc., attendance and extra-curricular activities in that order. To be placed on the Students' Academic Honor List, a student must:

- Have passed all courses offered for the academic year including general education at the main Final Examination.
- Have at least a CGPA of 3.5 or higher for every academic year during the program.
- Have no disciplinary action against him/her/for the last two years.

a) Annual Academic Honors

Each academic year, The University awards honors to students with the best academic achievement during that academic year. The top three performers in each of the years in all undergraduate programs will be awarded the honors. The award is given at the University Awards day.



b) President's Merit List

Students who have successfully completed the undergraduate program with Distinction (CGPA of 3.75 and above) are listed in the President's Merit list. Award is given at the University convocation.

c) University Gold Medal

The University Gold Medal is given for Best Academic Performance and Best Outgoing Student with highest CGPA of that batch. Award is given at the University convocation.

15.17 Transcripts

A transcript is a copy of a student's permanent academic record, duly certified by the Office of the registration and bearing the seal of the University and is issued at the completion of program. It contains the following information:

- A listing of all courses registered, and the grades achieved.
- A statement of the degree attained including the date of graduation.

Students may request transcripts of their academic record at the Office of the registration upon written request approved by the Dean of RAKCODS, along with the prescribed fee.

15.18 Award of Degree

Degree certificates in English and Arabic shall be processed by the Office of the registration. To avail themselves of a degree certificate, the student must satisfy graduation requirements. Degree certificates shall be issued during Convocation which will be held annually.



16. Dental Internship Program at RAKMHSU

The dominant goal of the internship program is to supplement academic knowledge and clinical training of interns in multiple dental discipline through comprehensive clinical dentistry under the supervision of well qualified and experienced faculty.

Dental Internship is an optional training program provided by RAK College of Dental Sciences Clinical Facilities.

Internship Training at RAK College of Dental Sciences is one-year training program accredited by National Institute for Health Specialty, UAE.

Dental Internship program is a UAE government requirement that is applicable only to those expatriates who wish to practice dentistry in the UAE.

Interns are encouraged to make enquiries with the dental practice regulatory bodies (dental councils, for example) in their respective countries with respect to the current dental practice licensing regulations.

As there are limited numbers of seat for interns, merit will be strictly followed for the intake of all interns as per the selection criteria of the university. Decision of the 3 members (Program Director, Associate Program Director and Program Coordinator) will be considered as the final for the intake of interns.

Following are the Requirements:

- BDS degree from Accredited Universities in the UAE and attested by Ministry of Education in UAE.
- BDS Degree or Equivalent Undergraduate Dental Degree from Universities outside the UAE duly certified by the MOE of the UAE.
- English Language Proficiency Test (TOEFL score of 500 in paper-based test OR 61 in internet based test OR Academic IELTS score of 5 OR 173 in TOEFL CBT)
- Good Standing Certificate by University last attended
- Medical Fitness /Vaccination Certificate
- Copy of Passport / Identity Card "ID"
- Any other requirements set in the NIHS guidelines

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Completely filled Registration Form for Internship submitted to Dean’s office as per announced date.

- Intern’s progress in all aspects of general dental practice will be monitored throughout the clinical training by the specialists.
- Interns are expected to obey the police of the clinic along with the rules and regulations of the University.

Trainees are required to complete the clinical requirements over a period of one year in all major disciplines of dentistry (Please refer to Internship Training Program Handbook 2023 for details).

17. RAKMHSU Members

17.1 RAKMHSU Board of Trustees

S.No.	Name	Designation
1	Mr. Salem Ali Al Sharhan	Chairman
2	Dr. Yasser E.H. Al Nuaimi	Member
3	Dr. Raza Siddiqui	Member
4	Mr. Jean Diab	Member
5	Dr. Steven Reissig	Member
6	Dr. Ayesha Abdullah	Member



17.2 List of Senior Administrators

S.No.	Name	Designation
1	Prof. Ismail Ibrahim Ali Matalka	President
2	Prof. Ali Hasan Shibli Hajeer	Vice President - Academic Affairs
3	Dr. Mohamed El -Tanani	Vice President - Research and Acting Dean - RAK COP
4	Dr. Muhammed Mustahsen Rahman	Dean - RAK CODS and Professor (Periodontology)
5	Dr. Manal Mahmoud Sami Mohd.	Dean - Student Affairs, Professor - Pathology
6	Dr. Tamer Salama Abdelsalam Ismaiel El-Marsafawy	Dean - Institutional Effectiveness, Quality Assurance & Accreditation
7	Dr. Nagaraj Ganesan	Deputy Director, Assessment (Incharge-Assessment)
8	Prof. Omer Eladil Abdalla Hamid Mohammed	Deputy Director- CEDAR
9	Mr. Saleem Khader Syed	Deputy Director- Finance & Accounts
10	Dr. Sampathkumar Madam Palanisamy	Chief Librarian
11	Mr. Nisar Ahmed Nisar	Head of Finance & HR-RAK CODS
12	Mr. Atiq ur Rehman	Head of Marketing & Admin-RAK CODS
13	Mr. Naseeroddin Patel	Sr. Manager - IT Services
14	Ms. Rima Ghaleb Altaki	Sr. Manager - Registrations
15	Ms. Rasha Zakaria El Youssef	Manager - Admissions & Marketing



17.3 RAKCODS Faculty

S.No.	Name of Faculty	Designation	Degree / Institution
1	Prof. Muhammed Mustahsen Rahman	Dean & Professor	Ph.D (1989) Periodontology
2	Dr. Vivek Padmanabhan	Assistant Professor & Chairperson, Clinical Sciences	Ph.D (2017) Pediatrics and Preventive Dentistry
3	Dr. Md Sofiqul Islam	Assistant Professor	Ph.D (2014) Operative Dentistry
4	Dr. Nur Hatab	Assistant Professor	Ph.D (2016) Oral Surgery
5	Dr. Shadi El Bahra	Assistant Professor	Ph.D (2016) Prosthodontics
6	Dr. Mohamed Ahmed Elsayed Moosa	Assistant Professor	Ph.D (2017) Endodontics
7	Dr. Nada Tawfig	Assistant Professor	Ph.D (2013) Periodontology
8	Dr. Riham Mohammed	Assistant Professor	M.Sc. (2016), FFD RCS Ireland (2017) Oral Surgery
9	Dr. Krishna Nallan Chaitanya	Assistant Professor	Ph.D (2018) Oral Medicine & Dental
10	Dr. Sivan Padma	Assistant Professor	Ph.D (2018) Oral Pathology
11	Dr. Nancy Farghal,	Assistant Professor	Ph.D (2013) Dental Material & Restorative Dentistry
12	Dr. Fadia Al Fateh	Assistant Professor	Ph.D (2018) Prosthodontics & Oral Rehabilitation
13	Dr. Shahistha Parveen Dasnadi	Assistant Professor	Ph.D (2021) Orthodontics



17.4 Basic Sciences Faculty

S.No.	Name of Faculty	Designation	Degree / Institution
Department of Anatomy			
1	Dr. Vijaya Paul Samuel	Professor	Ph.D. (2005), Medical M.Sc. (1998) (Manipal Uni.),
2	Dr. Naveen Kumar Narayana	Assistant Professor	Ph.D. (2015), (Manipal Uni.): India
3	Dr. Abdalla Ahmed Eldaw Elamin	Assistant Professor	Ph.D (2019) (Ondokuz Mayiz Uni.) (Turkey)
Department of Biochemistry			
4	Dr. B. K. Manjunatha Goud	Professor & Chairperson	MD - Biochemistry (2009), (Manipal University), India
5	Dr. Grisilda Vidya Bernhardt	Associate Professor	Ph.D. (2013) (Yenepoya Uni.), Medical M.Sc. (1993) (Manipal Uni.) & B.Sc. (1990)(Mangalore Uni.): India
Department of Medical Microbiology & Immunology			
6	Dr. Ashfaque Hossain	Professor - Medical Microbiology & Immunology	Ph.D. (1990) (Uni. Of Glasgow) (UK)
7	Dr. Godfred Antony Menezes	Professor & Chairperson	Ph.D. (2011)(JIPMER)
8	Dr. Hafiz Ahmad	Associate Professor	Ph.D. (2014) (AIIMS)
Department of Pathology			
9	Dr. Manal Md Sami Md Abdel Ghani	Dean - Student Affairs, Professor - Pathology	MD/Ph. D(Pathology) (2004), (Suez Canal University): Egypt
10	Dr. Abdul Rehman	Assistant Professor & Chairperson-In-Charge	Ph.D (Pathology) (2017) (Hanyang University) (S. Korea)



S.No.	Name of Faculty	Designation	Degree / Institution
Department of Pharmacology			
11	Dr. L. Kurady Bairy	Dean, RAKCOMS & Professor-Pharmacology	Ph.D. (1991) & MD (1985), (Mangalore Uni.)
12	Dr. Suresh Kumar S.	Associate Professor & Chairperson-In-Charge	DM (2014) (JIPMER)
13	Dr. Shakta Mani Satyam	Assistant Professor	Ph.D. (2018) & Medical M.Sc (2013) - (Manipal Uni.) (India)
Department of Physiology			
14	Dr. Tarig Hakim M. Hakim	Associate Dean-Basic Sciences & Professor-Physiology,Chairper	Ph.D. (2010) (Khartoum University)
15	Dr. Rasha Abuelgasim Eltigani Babiker	Assistant Professor	Ph.D in Physiology, (2018)
16	Dr. Ashfaq Ahmad Shah Bukhari	Assistant Professor	Ph.D in Pathophysiology, (2020) (Nanjing Medical University)

17.5 General Education Faculty

S.No.	Name of Faculty	Designation	Degree / Institution
1	Prof. Omar Al Jadaan	Professor, Chairperson - Gen. Edu.	Ph. D - Computer Sciences & Eng. (2010) (Osmania Uni.) (India)
2	Dr. Nawar Nezar Mohamed Saeed Saleh Alaani	Associate Professor - Arabic Language and Islamic Studies	Ph.D. (Islamic Studies) (2010) (Islamic Beirut University) (Lebanon)
3	Dr. Huma Zaidi	Associate Professor	Ph.D (English) (2002) (Annamalai Uni.): India



S.No.	Name of Faculty	Designation	Degree / Institution
4	Dr. Omnia Ibrahim Mohamed Hassanein	Associate Professor - English	Ph.D. (English Lit.) (2003) (Helwan Uni.) Egypt

17.6 RAKCODS Staff

17.6.1 Clinical Support Staff

Sr.	ID No	Name	Designation & Joining Date	Degree
1	1709773	Dr. Aqsa Shah Khan	Instructor / GP 4-Sep-17	BDS
2	1709775	Dr. Shumaila Azhar	Instructor / GP 4-Sep-17	BDS
3	1805778	Dr. Gabriela Kalanoska	Instructor / GP 6-May-18	BDS
4	1909791	Dr. Amna Rasheed	Instructor / GP 2-Sep-19	BDS
5	2305821	Dr. Mumtaz Arsalan	GP 15-May-23	BDS
6	2110810	Mr. Thomas Puthuppallil Joseph	Radiology Technician 24-Oct-21	Diploma Radiography
7	1610765	Mr. Aldrich Acuin Reolo	Asst. Nurse 19-Oct-16	BS Nursing
8	1809781	Ms. Melody M. Barlaan	Asst. Nurse 2-Sep-18	BS Nursing
9	1809782	Ms. Janen A. Herrera	Dental Nurse 2-Sep-18	BS Nursing
10	1903789	Mr. Khadim Hussain	Dental Nurse 3-Mar-19	Dental Surgery Assistant
11	1909792	Ms. Mari-Andre T. Calingasan	Dental Nurse 3-Sep-19	BS Nursing
12	2003794	Ms. Jeannie Tano	Dental Nurse 15-Mar-20	BS Nursing
13	2102796	Ms. Josephine B. Velonza	Nurse 28-Feb-21	BS Nursing

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Sr.	ID No	Name	Designation & Joining Date	Degree
14	2105798	Ms. Raushan Aara	Dental Nurse 16-May-21	BS Nursing,
15	2108800	Ms. Saraswati Kumari Sah	Dental Nurse 24-Aug-21	BS Nursing,
16	2109806	Ms. Puja Dipu Das	Head Nurse/ in-Charge 6-Sep-21	BDS
17	2109809	Ms. Hajara Kallidukkil	Dental Nurse 20-Sep-21	BDS
18	2208815	Ms. Martine Pekariekoue Njitarie	Assistant Nurse 15-Aug-22	Diploma in Nursing
19	2208817	Ms. Sherin Mariam Chacko	Nurse 22-Aug-22	Diploma in Nursing-Midwifery
20	2302820	Mr. Harvey Espinoza Magno	Nurse 6-Feb-23	BS Nursing
21	2405823	Ms. Noureen John	Assistant Nurse 1-May-24	Diploma in Midwifery

17.6.2 Admin Staff

Sr.	ID No	Name	Designation & Joining Date	Degree
1	1409745	Mr. Muhammad Amir	Asst. Librarian 25-Sep-14	MA in Library & Information System
2	1809784	Ms. Jennivive Kareen A. Gomez	Secretary 9-Sep-18	BS in Computer Science
3	0710705	Mr. Nisar Ahmed Nisar	Head – Finance, HR & Procurement 16-Oct-07	Master in Finance
4	1210729	Mr. Muhammad Asif Khan	Finance Officer 1-Oct-12	Bachelor of Commerce
5	1609764	Ms. Jenefer Rose Diez	Accountant/ HR Officer 28-Sep-16	BS Accountancy
6	1012717	Mr. Atiq-ur-Rehman	Head - Marketing & Admin 9-Dec-10	Master in Business Education
7	2403823	Mr. Shahraiz Akbar	Deputy Manager 18-Mar-24	MBA



Sr.	ID No	Name	Designation & Joining Date	Degree
8	1812788	Mr. Ibrahim Niazi	Marketing Officer 4-Dec-18	BA in Business Studies
9	1003714	Mr. Mohammad Majed Khalefa	Marketing Executive 1-Mar-10	BS Business Information System
10	2207814	Mr. Mahmoud Ismail Mahmoud Abu Nawa	Business Development Officer 26-Jul-22	MSc in Software Management
11	1403738	Mr. Muhammad Zahid Khan	Admin Officer 31-Mar-14	MBA
12	2107799	Mr. Tarig Mohammed Alfadle Ebrahim	Maintenance Supervisor 28-Jul-21	BS in Biomedical Engineering/ Medical Imaging
13	1208724	Mr. Tanveer Akhtar	IT Supervisor 30-Aug-12	MS Computer Science
14	1208721	Ms. Lhamqueen Morales	Receptionist 1-Aug-12	Bachelor in Elementary Education
15	2104797	Ms. Novi Grace T. Aquino	Procurement/ QPS Assistant 20-Apr-21	BS in Accounting Technology
16	2311822	Mr. Kashif Nazir	Procurement/ EHS Officer 17-Nov-23	Diploma of Associate Engineer
17	0712707	Mr. Nur Mohammed Abutaher	Driver 1-Nov-07	Basic Education
18	1001713	Mr. Javeed Khan	Driver 15-Jan-10	Basic Education
19	0711706	Mr. Liaqat Ali	Clinic Attendant 18-Nov-07	Basic Education
20	1503751	Mr. Attiq ur Rahman	Clinic Attendant 1-Mar-15	Bachelor of Arts
21	1001712	Mr. Muhammad Farooq	Clinic Attendant 12-Aug-09	Secondary School Certificate
22	1610766	Mr. Lham Jan Niño Morales	Library Attendant 19-Oct-16	Bachelor of Library and Information Science