



جامعة رأس الخيمة للطب والعلوم الصحية  
RAK Medical & Health Sciences University



# Graduates Catalog

RAK College of Pharmacy

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 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 its MSP 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 MSP 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

Dear Faculty, Staff, and Students of the College of Pharmacy,  
I hope this message finds each of you in good health and high spirits. I am thrilled to introduce myself as the Dean of the College of Pharmacy at Ras Al Khaimah Medical & Health Sciences University (RAKMHSU).

With a profound passion for advancing pharmaceutical sciences and patient care, I bring a wealth of experience from various leadership roles within academia and the pharmaceutical industry. As your Dean, my primary goal is to build upon our college's legacy of excellence by fostering an environment that champions innovation, diversity, and collaboration.

We are eager to welcome our students to the Ras Al Khaimah College of Pharmacy, where our collective aim is to prepare future pharmacists and pharmaceutical scientists to significantly impact healthcare. Our faculty, staff, alumni, and stakeholders are all deeply committed to your success and future endeavors. At RAKMHSU, you will benefit from internationally renowned educators, researchers, and clinicians dedicated to guiding you towards fulfilling your career aspirations.



Our B.Pharm program, spanning four years and six months, combines comprehensive coursework with practical rotations in hospitals, industry, and community pharmacies. This prepares you for real-world challenges and enhances your professional readiness.

At Ras Al Khaimah College of Pharmacy, you will engage in diverse learning experiences that include:

- Direct patient interaction from early in your studies.
- Advanced laboratory and computational training for scientific discovery.
- Leadership development in the business aspects of pharmacy.
- Specialization in research and pharmacotherapy.
- Continual professional development through micro-credentials, certificates, and continuing education programs.

Situated in the vibrant and scenic city of Ras Al Khaimah, RAKMHSU provides easy access to a broad spectrum of social, cultural, and recreational activities, enriching your educational experience.

I am fully committed to enhancing our curriculum, supporting innovative research, strengthening community partnerships, and promoting student success and diversity. I value open communication and welcome any suggestions, ideas, or concerns you may wish to share. Together, we will strive for new heights in pharmaceutical education, research, and community engagement.

Thank you for your warm welcome. I look forward to collaborating with all of you and driving forward the mission of our college.

Best regards,

**Prof. Mohamed El-Tanani**

**Vice President - Research & Postgraduate Studies and Acting Dean - RAK College of Pharmacy**

**RAK Medical & Health Sciences University**



# 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<br>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)<br>04th Sep - Last day for Add/Drop<br>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)<br>20th Sep - Last day for withdrawal from Fall semester<br>20th Sep - International Day of University Sport (IDUS)                                                                                                                                 |
|                             | 5     | 23-Sep-24 | 27-Sep-24 | 25th Sep - World Pharmacists Day<br>Suggested week for Placement Test (Arabic)<br>End Rotation exam for MBBS Year 4 & 5                                                                                                                                                                         |
|                             | 6     | 30-Sep-24 | 4-Oct-24  | 30th Sep - 04th Oct - Fresher's Week, Sports Competition<br>04th Oct - Fresher's Day<br>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<br>25th Oct - Book Fair                                                                                                                                                                                |
|                             | 10    | 28-Oct-24 | 1-Nov-24  | 1st Nov - Flag Day (Official Date 3rd Nov)<br>End Rotation exam for MBBS Year 4 & 5<br>Midterm exams (Fall Semester and Annual Courses) for BDS<br>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<br>11th - 15th Nov. - The 15th Sports Festival                                                                                                                                                                                                           |
|                             | 13    | 18-Nov-24 | 22-Nov-24 | 21st Nov - The 53rd UAE National Day Celebration<br>Teaching Week / Written Test Slot -2 B.Pharm                                                                                                                                                                                                |
|                             | 14    | 25-Nov-24 | 29-Nov-24 | 29th Nov-Submission of End Semester question papers<br>Midterm exams for BSN/RNBSN                                                                                                                                                                                                              |
|                             | 15    | 2-Dec-24  | 6-Dec-24  | 02nd & 03rd Dec-UAE National Day<br>End Rotation exam for MBBS Year 4 & 5<br>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<br>Final Practical Examination for B.Pharm                                                                                                                                                                                                            |
|                             |       | 23-Dec-24 | 27-Dec-24 | Winter Break for Students<br>CEDAR - Faculty Development Week                                                                                                                                                                                                                                   |
|                             |       | 30-Dec-24 | 3-Jan-25  | Winter Break for Students, Faculty & Academic Administrators (like College Deans)<br>01st - New Year's Day 2025                                                                                                                                                                                 |
|                             | 18    | 6-Jan-25  | 10-Jan-25 | 06nd Jan - Classes resume after Winter Break<br>7-9 Jan - DUPHAT -2025<br>06th Jan - Last day for Submission of CA marks and attendance for Fall Sem<br>Revision / Makeup Exam / End Semester Exam for Fall Semester Courses for all programs<br>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<br>20th - Orientation for Spring Admission<br>22nd Jan - Last day for Add/Drop<br>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<br>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<br>Science Exhibition<br>RAKMHSU - Alumni Meet                                                                                                                                |
|                                     | 6                                                                                                                                                                                         | 24-Feb-25 | 28-Feb-25 | Community Engagement Activities<br>Midterm Exams for BDS<br>Teaching Week / Written Test Slot 1 for B.Pharm<br>24th - 28th Feb - Champion Sports Competitions                                                    |
|                                     | 7                                                                                                                                                                                         | 3-Mar-25  | 7-Mar-25  | Recommended period for Midterm exams<br>Teaching Week / Written Test for B.Pharm<br>End Rotation exam for MBBS Year 4 & 5<br>4th Mar - International Dental Assistant's Day<br>06th Mar -UAE National Sports Day |
|                                     | 8                                                                                                                                                                                         | 10-Mar-25 | 14-Mar-25 | Recommended period for Midterm<br>Teaching Week / Written Test for B.Pharm<br>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<br>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<br>Midterm Assessment (Practical ) for B.Pharm / MS Program                                                   |
|                                     |                                                                                                                                                                                           | 31-Mar-25 | 4-Apr-25  | Spring Break for Students<br>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<br>Teaching Week /Written Test for B.Pharm<br>Campus Interviews<br>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<br>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<br>International Nurses Week<br>04th &05th May - The 15th RAKMHSU Students Scientific Conference                                                        |
|                                     | 15                                                                                                                                                                                        | 12-May-25 | 16-May-25 | MBBS Year 5 - Final Exam starts<br>Revision/Study Break/Makeup Exam for all programs<br>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<br>Final Exams for all programs<br>5th Jun Arafat Day<br>Eid al-Adha Holiday                                                                                  |
|                                     | 19                                                                                                                                                                                        | 9-Jun-25  | 13-Jun-25 | 10th June - Announcement of Results<br>12th June- Issue of LOC / Transcript<br>14th Jun Annual vacation begins                                                                                                   |
| <input checked="" type="checkbox"/> | 25th Jun - RAKMHSU Convocation-2025.                                                                                                                                                      |           |           |                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | 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.             |           |           |                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | 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. |           |           |                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | 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.         |           |           |                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | Provisionally Remedial 1 / Repeat1 Examinations (Spring Semester) will be held in July 2025.                                                                                              |           |           |                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | 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.



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

### **3.1.4 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 alliance 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.
- e) Current performance and the quality of the internationalization process is turned into new opportunities for strategic institutional developments.

### **3.2 RAK College of Pharmacy**

#### **Vision**

Excellence in pharmacy education through innovative learning, teaching, training, research, community engagement and inter-professional practice.

#### **Mission**

To educate and prepare qualified Pharmacy graduates with strong personal and professional knowledge, skills, and attributes to deliver various professional Pharmacy services dedicated to enhancing the health care and wellbeing of the community in a challenging health care



environment.

**Goals:**

1. To offer academic programs of high quality in Pharmacy which are recognized nationally, regionally and internationally.
2. To promote openness, diversity, fairness and academic freedom.
3. To ensure that the students are equipped with adequate knowledge and skills to enter successfully into the different fields of pharmaceutical sciences & practice.
4. To contribute to the advancement of knowledge of pharmaceutical sciences and practice through research.
5. To render ethical healthcare and service to the patients with the highest degree of accountability to self and community.
6. To promote an inter-institutional alliance with premier Colleges of Pharmacy, Drug Industries and Universities.



## 4. University Licensure and Accreditation Status

| 4.1 University Licensure                                 |                       |                           |                |
|----------------------------------------------------------|-----------------------|---------------------------|----------------|
| Licensure / Accreditation                                | Date of Accreditation | Licensure / Accreditation | Current Status |
| <b>RAK Medical &amp; Health Sciences University:</b>     |                       |                           |                |
| RAKMHSU Licensure                                        | 06 February 2024      | 13 March 2028             | Active         |
| 4.2 National Accreditation                               |                       |                           |                |
| <b>MS in Pharmacy:</b><br>Clinical Pharmacy              | 16 October 2023       | 24 May 2027               | Active         |
| 4.3 International Accreditation / Recognition            |                       |                           |                |
| Licensure / Accreditation                                |                       | Current Status            |                |
| Accreditation Council for pharmacy Education (ACPE), UAE |                       | Active                    |                |





## 5. 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           |
| 2019 | 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                |
|      | 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                   |



| Year | No. | Date of MOU | First Party                                                           | Second Party                                               | Contract Valid Until           |
|------|-----|-------------|-----------------------------------------------------------------------|------------------------------------------------------------|--------------------------------|
|      | 9   | 1-Dec-19    | RAK Medical & Health Sciences University                              | Dabur International Ltd, India                             | 24 <sup>th</sup> 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                       | 15 <sup>th</sup> Nov 2025      |
| 2021 | 12  | 17-Mar-21   | Mothercell Regenerative Centre Private Limited,Tiruchippalli,India    | RAK Medical & Health Sciences University                   | 17 <sup>th</sup> Mar 2026      |
|      | 13  | 13-Apr-21   | RAK Medical & Health Sciences University                              | Father Muller Research Center, Mangalore, Karnataka, India | 13 <sup>th</sup> April 2026    |
|      | 14  | 28-Aug-21   | University of Liverpool,Brownhill,Liverpool                           | RAK Medical & Health Sciences University                   | 13 <sup>th</sup> April 2026    |
|      | 15  | 16-Sep-21   | Gulf Medical University , Ajman.UAE                                   | RAK Medical & Health Sciences University                   | 15 <sup>th</sup> Sep 2026      |
|      | 16  | 29-Nov-21   | Universiti Teknikal MARA Sdn. Bhd, Malaysia                           | RAK Medical & Health Sciences University                   | 28 <sup>th</sup> Nov 2026      |
|      |     |             |                                                                       |                                                            |                                |
| 2022 | 17  | 4-Jan-22    | Sree Anjaneya Medical Trust                                           | RAK Medical & Health Sciences University                   | 3 <sup>rd</sup> 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         |



| Year | No. | Date of MOU | First Party                                                   | Second Party                                                   | Contract Valid Until      |
|------|-----|-------------|---------------------------------------------------------------|----------------------------------------------------------------|---------------------------|
|      | 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             |
|      | 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 <sup>st</sup> May 2027 |
|      | 25  | 15-Jun-22   | Manipal Academy Of Higher Education, Karnataka, India         | RAK Medical & Health Sciences University                       | 21th 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                       | 22th Jun 2026             |
|      | 28  | 19-Sep-22   | Emirati Cadres Competitiveness Council (NAFIS)                | RAK Medical & Health Sciences University                       | 20th Sep 2026             |



| Year | No. | Date of MOU | First Party                                         | Second Party                                                              | Contract Valid Until       |
|------|-----|-------------|-----------------------------------------------------|---------------------------------------------------------------------------|----------------------------|
|      | 29  | 04-Nov-22   | RAK Medical & Health Sciences University            | Oasis Braces Center Abudhabi,UAE                                          | 5 <sup>th</sup> Nov 2027   |
|      | 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                                  | 1th January 2026           |
| 2023 | 32  | 04- May-23  | Emirates Health Services "EHS ",UAE                 | RAK Medical & Health Sciences University                                  | 5 <sup>th</sup> May 2028   |
|      | 33  | 16- May-23  | Sheikh Khalifa Hospital, Ras Alkhaimah. UAE         | RAK Medical & Health Sciences University                                  | 17 <sup>th</sup> May 2026  |
|      | 34  | 09 Jun -23  | RAK Medical & Health Sciences University            | Bridge Way International                                                  | 10 <sup>th</sup> Jun 2023  |
|      | 35  | 22-Jun-23   | Amity University,Dubai, UAE                         | RAK Medical & Health Sciences University                                  | 21 <sup>st</sup> June 2025 |
|      | 36  | 22- June 23 | RAK Medical & Health Sciences University            | American University Ras Al Khaimah, UAE                                   | 21st June 2026             |
|      | 37  | 22- June 23 | RAK Medical & Health Sciences University            | Collaborative Academic Provisions American University, Ras Alkhaimah. UAE | 21 <sup>st</sup> June 2026 |



| Year | No. | Date of MOU        | First Party                                                  | Second Party                             | Contract Valid Until           |
|------|-----|--------------------|--------------------------------------------------------------|------------------------------------------|--------------------------------|
|      | 38  | 4– July 23         | The University of Dundee, Dundee, UK                         | RAK Medical & Health Sciences University | In process                     |
|      | 39  | 5 - July 23        | The University of Strathclyde, Glasgow, UK                   | RAK Medical & Health Sciences University | 4 <sup>th</sup> July 2025      |
|      | 40  | 21 - August 23     | Santosh Deemed to be University                              | RAK Medical & Health Sciences University | 20 <sup>th</sup> August 2028   |
|      | 41  | 22 November 2023 - | Universidade Federal De Santa Catarina (UFSC),Brazile        | RAK Medical & Health Sciences University | 21 <sup>st</sup> November 2028 |
|      | 42  | 26 November 2023 - | RAK Medical & Health Sciences University                     | University of Warith Al-Anibiyaa ,IRAQ   | 26 <sup>th</sup> November 2025 |
|      | 43  | 5 December 2023 -  | RAK Medical & Health Sciences University                     | Fakeeh University Hospital               | 5 <sup>th</sup> December 2028  |
|      | 44  | 19 December 2023 - | RAK Medical & Health Sciences University                     | RAK Hospital,RAK,UAE                     | 18 <sup>th</sup> December 2028 |
| 2024 | 45  | 22- January 2024   | Environment Protection & Development Authority, Khaimah, UAE | RAK Medical & Health Sciences University | 21 <sup>st</sup> January 2029  |
|      | 46  | 1 – January 2024   | Burjeel Holdings PLC (BHPLC),Abudhabi,UAE                    | RAK Medical & Health Sciences University | 31 <sup>st</sup> December 2029 |

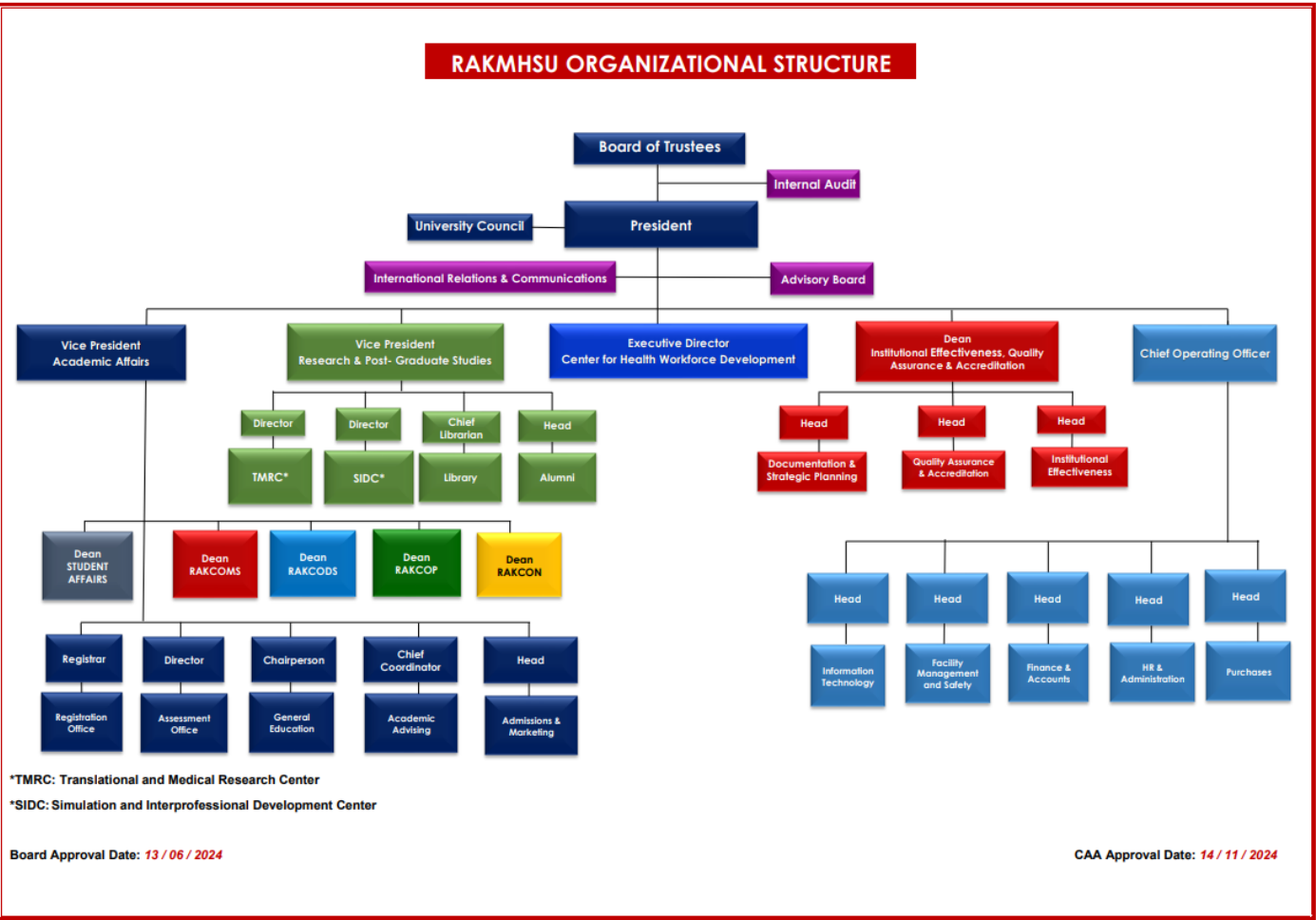


| Year | No. | Date of MOU         | First Party                                                     | Second Party                                      | Contract Valid Until           |
|------|-----|---------------------|-----------------------------------------------------------------|---------------------------------------------------|--------------------------------|
|      | 47  | 27 February 2024 –  | RAK Medical & Health Sciences University                        | The University of Jordan, Jordan                  | 26 <sup>th</sup> February 2026 |
|      | 48  | 27 February 2024- – | RAK Medical & Health Sciences University                        | Just University of Science& Technology,Jordan     | 26 <sup>th</sup> February 2026 |
|      | 49  | 29 February 2024- – | RAK Medical & Health Sciences University                        | German Jordanian University, Jordan               | 28 <sup>th</sup> February 2026 |
|      | 50  | 5-March 2024        | Sharjah Center for learning Difficulties, Sharjah, UAE          | RAK Medical & Health Sciences University          | 4 <sup>th</sup> March 2026     |
|      | 51  | 7- May 2024         | RAK Medical & Health Sciences University                        | Symbiosis International (Deemed University),India | 6 <sup>th</sup> May 2026       |
|      | 52  | 6-2024 June         | University of Palermo, Italy                                    | RAK Medical & Health Sciences University          | 5 <sup>th</sup> May 2029       |
|      | 53  | 6-2024 June         | Cultural Co-operation Framework Agreement University of Palermo | RAK Medical & Health Sciences University          | 5 <sup>th</sup> June 2029      |
|      | 56  | 18-2024 July        | RAK Medical & Health Sciences University                        | International Identification Card (ISIC)          | 17 <sup>th</sup> July 2029     |



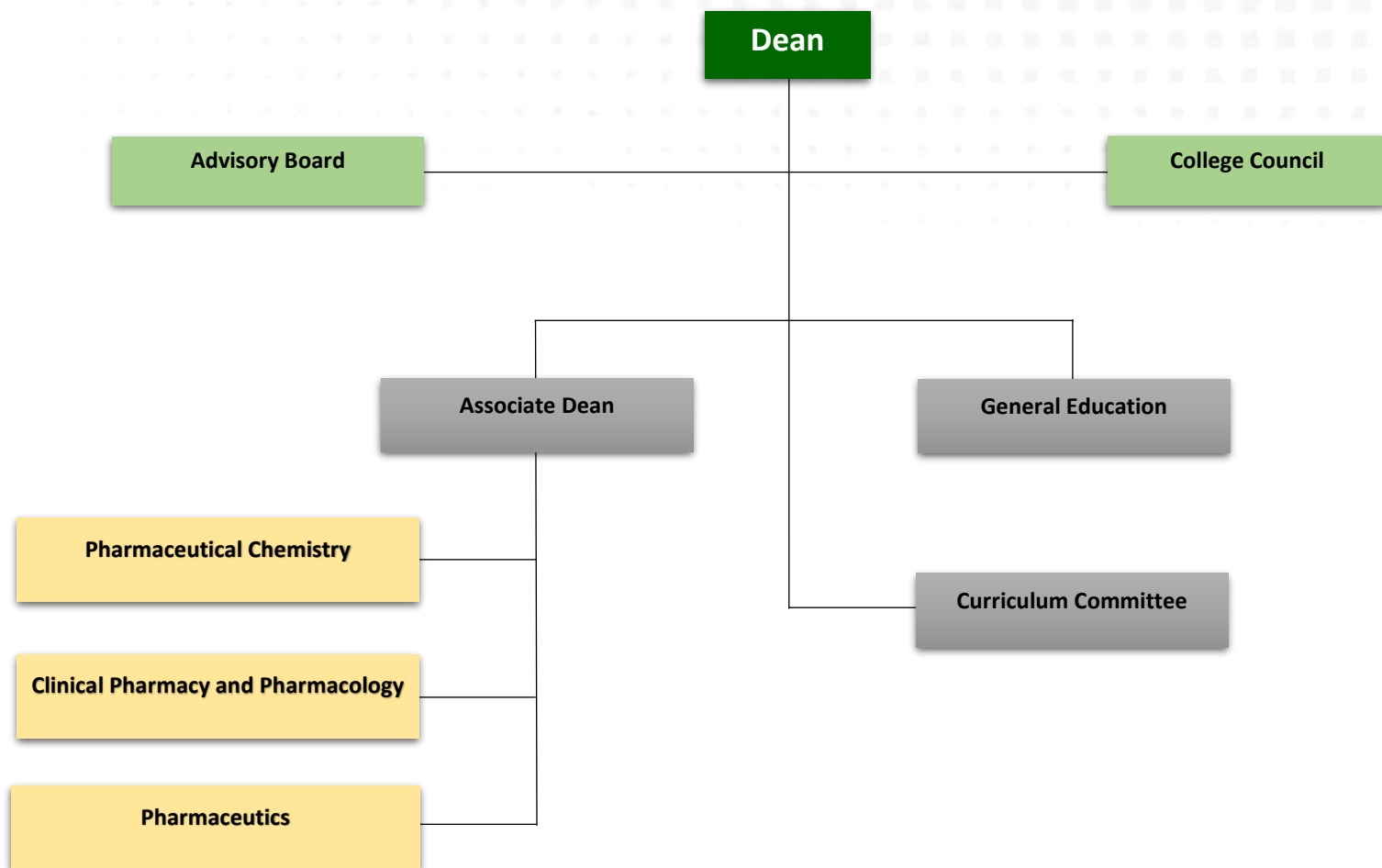


# 6. RAKMHSU Organizational Structure





## 6.1 RAK College of Pharmacy





## 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 has 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, Central Simulation / Skills Lab, Central Research Lab, 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.



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.

## **7.2 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 basic mission. Information technology is a critical resource for the University, as it acquires and distributes data for teaching, learning, research, and management. 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.

### **7.2.1 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 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

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

### **7.2.3 Appropriate usage of the IT Enabled Resources and Services.**

All users are requested to make sure the appropriate usage of IT Enabled Resources and Services in compliance with the University Policy. The specific responsibilities are listed below but are not limited to:

- 1) IT Enabled Resources and Services are provided to carryout Academic and Administrative activities of the University.
- 2) End Users need 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.
- 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 any external sources - USB flash



drives, websites, email attachment etc .... are free from virus and malicious software.

#### **7.2.4 Authorized User Access and Responsibility.**

- 1) User accounts issued by the IT Department are the authorized to access IT Enabled Resources 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.

##### **7.2.4.1 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.

#### **7.3 Library**

RAKMHSU 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 27,000+ Books, 14000+ e-Books, 6400+ e-Journals, 9



Online databases, 2000+ Audio-Visuals (CDs/DVDs) related 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 nine 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 120 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 three satellite libraries located at Obaidallah Hospital and 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 ProQuest Health Research Premium Collection, CINAHL Complete, Up-To-Date, EBSCO E-books, Exam Master, PEPID, Lexicomp, Clinical Key Students, AMBOSS (for IFOM Preparation) online journals, and e-books etc. The library also provides repository service for RAKMHSU Faculty 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 Mendeley 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), 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 and iThenitcate, as well as workshops and training sessions on the proper use of sources, citation styles and research management.



## 8. Admission Regulations

### 8.1 Master of Science in Pharmacy Program

RAK College of Pharmacy offers Master's Degree in Pharmacy. Following are the specialties offered in the Master of Science in Pharmacy programs:

- Clinical Pharmacy
- Pharmaceutical Chemistry
- Pharmaceutics

#### 8.1.1 Direct Admission:

- a) Students with B.Pharm with minimum CGPA (Cumulative Grade Point Average) of 3 on a 4 scale or equivalent.
- b) Proficiency in English equivalent to a TOEFL score of 550 in paper-based test OR 79 in internet-based test OR Academic IELTS score of 6 OR EmSAT Achieve- English score of minimum 1400 is required.

#### 8.1.2 Conditional Admissions (M.S. Pharmacy - Clinical Pharmacy, Pharmaceutical Chemistry and Pharmaceutics):

- a) Students may conditionally be admitted to the program with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.5 on a 4.0 scale or its established equivalent. Such a student must take a maximum of nine credit hours of courses studied for the graduate program during the period of conditional admission and must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of courses studied for the graduate program or be subject to dismissal.
- b) Remedial Preparation for the Graduate Programs (M.S. Pharmacy - Clinical Pharmacy, Pharmaceutical Chemistry and Pharmaceutics): Students be admitted to the program with a recognized Bachelor's degree and a minimum cumulative grade point average (CGPA) of 2.0 on a 4.0 scale or its established equivalent to a maximum of nine graduate-level credit hours as remedial preparation for the graduate program. These remedial courses are not for credit



within the degree program. The student must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in these nine credits of remedial courses in order to progress to the graduate program or be subject to dismissal.

- c) Students may conditionally be admitted with a recognized Bachelor's degree and an EmSAT score of 1250 or its equivalent on another standardized test approved by the CAA, such as TOEFL score of 530 (197 CBT, 71 iBT), or 5.5 IELTS academic, to the program. Such a student must meet the following requirements during the period of conditional admission or be subject to dismissal:

- Must achieve an EmSAT score of 1400 or equivalent, by the end of the student's first semester of study
- May take a maximum of six credit hours in the first semester of study, not including intensive English courses.
- Must achieve a minimum CGPA of 3.0 on a 4.0 scale, or its established equivalent, in the first six credit hours of credit-bearing courses studied for the graduate program.

Prospective students may fill in the online application form and attach all relevant documents, and the fully qualified applicants will receive an offer letter with a deadline for payment remittance.

Masters programs in Pharmacy aspirants may apply online, and qualified students will be called for an interview/- discussion with the Dean.

**Note:**

- The decision of the Admission Committee in the matters of admission is final.
- The jurisdiction regarding all legal matters in admission-related matters will be at Emirate of Ras Al Khaimah.

## **8.2 How to Apply**

RAKMHSU website, flyers and brochures display the admission procedure/important dates to apply for the various programs.





### **8.2.1 Master Programs:**

Each applicant must complete the online application form available on the University website ([www.rakmhsu.ac.ae](http://www.rakmhsu.ac.ae)). The Apply Online button can be seen on the top right of the home page. Fill the online application form and submit as per the admission dates announced by the University. Applications will be received until the date mentioned in the website subject to availability of seats. Individual candidates will be informed about his/her selection subject to meeting admission requirements.

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

- Bachelor Degree authenticated/attested by the relevant Ministry of Education of the country of study.
- Original TOEFL/IELTS score (not more than two years old)
- Certificate of good conduct OR Reference letter to be obtained on the school/college letterhead.
- Five recent and identical passport size photographs.
- Copy of the passport.
- Copy of the visa, in case if the student is already a resident of UAE.

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.



### **8.3 The 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 university life in general and 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.



## 9. Registration

All the students admitted to the various undergraduate and graduate programs of the University must register at the beginning of each semester. The Admission & Registration Office will inform via email, all the newly admitted students of the date and time of registration.

Year 2 onwards, registration is done College-wise. Existing students from year two onwards have to remit fees as per deadline and complete the registration into the new semester with respective faculty coordinators. A student, who fails to complete the registration process on the given date, will not be entitled to attend the lectures and will be deprived of the privileges of the University and will have to remit the late registration fee.

Any student unable to register on the eligible date should notify the Dean of the College immediately and the registrar's office, providing reasons for the delay in registering. Following such notification, the Dean may grant exemption from attendance during the delay, based on the merits of the individual cases.

### 9.1 Credit Hours

Courses at RAKMHSU are calculated in terms of credit hours. Each course carries a specific number of credits awarded upon completion.

- **Credit hour equivalences:**
  - 1 credit hour = 1 hour of lecture per week for 15 weeks.
  - 1 credit hour = 2 hours of tutorial or laboratory work per week for 15 weeks.



- 1 credit hour = 2 hours of Problem-Based Learning (PBL), Case-Based Learning (CBL), or Team-Based Learning (TBL) per week for 15 weeks.
- 1 credit hour = 4 hours of clinical teaching in the hospital per week for 15 weeks.
- **For MS Clinical Pharmacy clinical rotations:**
  - 1 week of rotations (40 hours) = 0.5 credits.

### **9.3 Student Records & Information Release Policy**

Purpose: RAKMHSU maintains individual student records and information to provide educational and personal services to its students. The university policy ensures the confidentiality of student records. The following guidelines and procedures are intended to ensure the confidentiality of student records and to establish the right of students to inspect and review their Education Records and to, clarify the circumstances under which educational records may be released to third parties, and establish the appropriate procedures to be followed by students for correction of inaccurate data if any within their Education Records.

**Access to Records:** Students have the right to review their own Education Records in the presence of a University representative- in-person /electronically. The University's representative will provide an explanation and interpretation of the record. The student has to submit a request to the registrar's office to view the record mentioning their student ID, and the office shall comply within one week of receiving the request. The student may be required to pay a small fee for the copies of their records. The student may be denied access to the copy of the record in case of any administrative hold until the hold has been removed. There may be limits / restrictions on the right to inspect or review a record, especially if it has confidential details about other students.



If the student believes that a document is inaccurate, the student can request for an amendment of the same, which will be reviewed in a week. The department head shall amend the same if found inaccurate/ misleading or notify the student of the right to a hearing in which the student can present any evidence to support or refute the contention that the record is inaccurate.

Any other department/concerned official within the university will have access only on a “need to know basis,” with the permission granted by the Asst. Registrar/Dean or President. Any disclosure to a third party will be only after receiving the request, and the student's written consent.

**Identification, Description and Location of Records:** Various departments create and maintain files containing Education Records for students. Although more than one department or unit may maintain a copy of a particular record, the student should direct a request to the Registrars' office.

### **9.3.1 Academic Records with the Office of Admissions & Registration:**

The office of Admissions & Registration maintains the master file of the student's cumulative history. The student records (hard copies) are kept in Fireproof Lockers inside the Office of Admissions & Registration Record room.

It comprises three major components/sections:

**Admission & Registration Documents:** This comprises of graduation transcripts, certificates, TOEFL or IELTS or equivalent score, certificate of good conduct/referral letter, Emirates ID & Passport copy showing valid residence visa, photographs, and any other document that will be relevant to the program admitted to as mentioned in the Admission Bulletin. As per the CAA notification, no original documents will be filed. Only photocopies are filed. Originals are returned immediately after verification.



Document copies of Academic Progress throughout the Semesters: This comprises of Copies Semester grade sheets and any notices served to students for fail/repeat examinations. In addition, any academic dismissal or disciplinary action was taken for academic/non-academic reasons, such as misconduct / non-compliance with rules and regulations that may affect his academic progress.

Miscellaneous Documents: This comprises of Copy of any student request / communication to Dean / other administrative departments for bonafide letter, etc.

After the admission is over, the continuous academic record of the student will be filed by the Dean's office. The Dean's office will nominate one or two persons to directly visit the Record Room in the Registration Department and update the student master file monthly. The responsibility of maintaining the student's documents related to academic record/ continuous progress will be with the office of the Dean.

Soft copy of all document copies is maintained in the university management system phase by phase. Server back-up is done on a routine basis, and also, the document copies/record can be retrieved off-site. The overall responsibility of the Student Records, once filed, will be with the Head of the Office of Admissions & Registration.

For a copy of any document related to admission, a student has to place a request to the Asst. Director of the office for Admissions & Registration.

### **9.3.2 Academic Records with the College or Department:**

The college/department responsible for the function maintains the students' records such as grade sheet issuance/advisor notes/course materials. For information regarding these records, the following offices have to be contacted:

- Dean of the College of Pharmacy/Nursing;
- The Registrar's office.



### 9.3.3 Financial & Administrative Records:

- a) The Finance Department maintains a record of student account transactions, including billing, payment, and refund information. Also, information on students availing of Financial Aid/grants/ scholarships is maintained. A student may forward any request to Asst. Director of Finance.
- b) The Administration department provides the student ID, co-ordinates health insurance services and student visa services. The student may forward any request to the Executive handling the responsibility in the Administration department.

#### c) Student Services Records:

##### Admission Regulations

The Student Services department maintains records related to the activities of students. A calendar or schedule of events/activities is prepared before the start of the academic year, and activities are informed regularly to the students. This office also maintains records about sports and transportation.

### 9.3.4 Student Record Retain ship & Disposal:

Maintenance and access to student records will be as per section 5.7 of the Standards for Licensure and Accreditation of the Commission for Academic Accreditation, Ministry of Education, UAE.

Student records at RAKMHSU will be retained for 50 years from graduating. By this time, it is estimated that a student who completed 2 years of study would have completed his internship and Master's program/ higher education and would be successfully practicing his profession. Therefore, upon graduation, student files will be moved outside the student record room into a storage area in fireproof lockers and after the said period of 0 years after graduation would be destroyed with a shredding machine in the presence of representatives of both Dean's office and Office of Admissions & Registration.





However, scanned soft copies of completed student records will be maintained for another 50 years in the University Management System.

#### **9.4 Withdrawal Policy**

**Purpose:** The university is committed to helping students be successful in their courses and remain on track to complete their educational goals, however on some occasions, it might be in the best interest of the student / the college that a student withdraws from a semester/courses offered before the end of the program.

**Scope:** The Withdrawal Policy aims to provide guidelines for students considering withdrawal from courses or programs at RAKMHSU.

**General:** Before withdrawing from a course, Students must consult with their Academic Advisor and Dean before proceeding with course withdrawal to explore available alternatives

. A student should withdraw from a program only as a last resort and only for a substantial reason.

Ultimately, if a student finds it necessary to withdraw from a course or courses, they must follow the procedure specified by the college.

The college may initiate a withdrawal for one or more of the following reasons:

1. The student lacks the appropriate prerequisite(s) for the program.
2. The student's attendance or participation in the class fails to meet established standards;
3. The student has engaged in behavior that interferes with the instructional process or needs a break for any personal reason and/or
4. The student is not in good financial standing with the college.
5. The student wants to transfer to the other University.
6. The student cannot cope with the stress and wants to switch to another program.



## 7. The student is not getting their visa from UAE

When the student withdraws in a semester, the following conditions apply:

- If the withdrawal takes place within the established refund period for the semester, a student will receive a refund. Otherwise, the student will not receive a refund.
- As described in the Catalog, registration for all courses listed for the semester is mandatory; therefore, the student does not have the option to withdraw from a few courses but has to withdraw from all courses in that particular semester. Procedure: The student has to fill out the Withdrawal Form after meeting the Dean and citing the reasons for the same. After which, the student has to complete the No-Dues Certificate and obtain the signatures of different heads of departments. The student will NOT receive any grade for the courses withdrawn in the transcript for any courses end year/semester examinations not taken.
- The student is allowed to withdraw any time of his studies and gets a refund if the withdrawal is within the grace time from the registration. Refer to refund policy as stated in the GRADUATE chapter Financial Information.
- The student has cleared all the financial dues, if any.
- On withdrawal, the student's academic record at RAKMHSU will be closed. The student will not be allowed access to UMS and review his student academic records.
- The student is eligible to get a transcript/good standing certificate for the courses completed so far.

### **9.5 Re-Enrolment Policy:**

The re-enrollment policy is applicable for both students of Bachelors and Masters Programs. Students who leave the University in good standing may resume their studies by submitting a written request to the Dean of the College. A re-admission fee of AED 500



will have to be remitted in addition to the tuition fee. Students will be notified in writing of their reenrollment status.

Students who have withdrawn from the University and wish to resume their education should also write a letter of appeal addressed to the Dean of their college or program and make an appointment for an interview with a member of the advising staff of their college or program.

All previous course work at the University remains part of the permanent record for students who have been readmitted, and the cumulative average includes all prior grades, regardless of how much time elapsed between enrollments. For deadlines and more specific information, students have to check with their faculty advisor or the office of the Dean.

8.10 Postponement of Study/Leave of Absence If a student wishes to postpone their study for any reason, they must submit a request letter to the Office of the registrar.

The postponement period 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 in good academic standing (GPA > 2.0).
- For medical leave of absence, students must proceed through the Dean of the College to the Office of the registrar.
- Granting of medical leave will not entitle the student to appear for any exam if the attendance is less than 75% (for clinical component; 90% for MS Clinical Pharmacy, 95% for MSN/MSM)



### **9.6 Transfer Admissions, Transfer Credit and Advanced Standing**

RAKMHSU accepts students as transferred from one program to another, or from other accredited universities/colleges, subject to availability of seats in that program and year. The candidate requesting the transfer from an accredited university shall submit a request to the Office of Admissions & Registration with the following documents after checking if seats are available in the second week of August:

Only students transferring from UAE institutions recorded in the National Register of Licensed HEIs, or other organizations in the UAE approved by the CAA, or recognized institutions of higher learning located outside the UAE, are eligible for transfer admission.

Students seeking transfer to our University are required to submit the following:

- a) Transfer application form duly completed
- b) Transfer application processing fee of AED 500/-
- c) Supporting documents:
  1. A cover letter from the applicant detailing the reasons for the request of transfer to RAKMHSU and how the transfer would be of benefit.
  2. A 'No Objection for Transfer' certificate from the applicant's current institution.
  3. The official up -to-date and attested (from Ministry of External Affairs, Abu-Dhabi, UAE) academic transcripts from the applicant's current university with an explanation of the grading system. If the original transcript is not in English an official English translation is to be provided. This is not required for those who studied at accredited colleges in UAE, GCC, UK, US, Ireland, Europe & New Zealand.
  4. Students transferring from other institutions into a program in the same field of study are in good academic standing (for undergraduates, a minimum CGPA of 2.0 on a 4.0 scale, or equivalent), based on the teaching, learning and assessment system employed in the



organization at which they initially enrolled, demonstrated by certified transcripts or other evidence.

Any student who has failed to maintain continuous registration and who wishes to resume his/her pursuit of the degree must apply for readmission and be subject to the policies and requirements at the time of readmission. Before an applicant can be readmitted, the request must be approved by the Dean of the College.

#### **9.6.1 Timelines for re-admission:**

The student should address the request for re-admission at least two weeks before the beginning of the semester for which the application is being made. Readmitted students must meet the program and fee requirements that pertain at the time of their readmission. In addition, it is within the College Dean's discretion to disallow any previously taken courses from counting toward the re-admitted student's degree program, especially if the courses taken much earlier were outdated.

Eligibility for readmission is limited to students who were in good standing at the time of their withdrawal and still meeting all the regulations governing the completion of the degree.

5. Copy of the course content of courses for which the student wishes to claim the credits.
6. Score of the last appeared TOEFL/IELTS approved by the CAA.
7. Ten recent and identical passport size color photographs. Copy of passport validity for at least one year.
8. Document to be enclosed showing proof of the institution's accreditation/recognition from the respective Ministry/Government if the institution is outside UAE.



## **9.7 Transfer guidelines for Master Programs**

### **8.7.1 Admission as a Transfer Student (from other Universities/Colleges)**

RAKMHSU accepts students as transferred from itself (from one program to another), or from other universities/colleges, subject to availability of seats in that program and year. The candidate requesting the transfer from an accredited university shall submit a request to the Office of Admissions & Registration with the following documents after checking if seats are available in the second week of August:

Students seeking transfer to our University are required to submit the following:

1. Transfer application form duly completed
2. Transfer application processing fee of AED 500/-
3. Supporting documents
  - A cover letter from the applicant detailing the reasons for the request of transfer to RAKMHSU and its benefit.
  - A 'no objection for transfer' certificate from the applicant's current institution.
  - The official up -to-date and attested (from Ministry of External Affairs, Abu-Dhabi, UAE) academic transcripts from the applicant's current university with an explanation of the grading system. If the original transcript is not in English, an official English translation is to be provided. This is not required for those who studied at accredited colleges in UAE, GCC, UK, US, Ireland, Europe & New Zealand.
  - Copy of the course content of courses for which the student wishes to claim the Credits.
  - Score of the TOEFL/IELTS last appeared.
  - 10 recent and identical passport size colored photographs.
  - Copy of passport valid for at least one year.
  - Document to be enclosed showing proof of the institution's accreditation /recognition from the respective Ministry/Government if the institution is outside UAE.



- Student who are studying within UAE, the institution should be recognized as a National Register of Licensed higher education institution or other organization approved by the CAA.
- The following points are to be noted regarding transfer of credits : University
  1. Limits transferred credits for Master's programs to a maximum of 25% of the total credits required for the program (or whichever equivalent measure is used in determining course or program requirements);
  2. Transfers graduate program credits only for courses relevant to the degree that provide equivalent learning outcomes and in which the student earned a grade of B (3.0 on a 4.0 scale) or better;
  3. Does not grant credit twice for substantially the same course taken at two different institutions;
  5. Does not allow credits for graduation projects and theses to be transferred;
  6. Provides for timely written notification to the student, prior to admission, of the transferability of credit, how much credit is granted, and how the accepted credit will be applied to the degree program of the receiving institution.
- Students who have discontinued their studies for a period more than one academic year may be required to appear for placement test in the courses for which credit transfer is sought. Students will be notified of the outcome of their request within ten working days from the date of submission of their application. A student who has been dismissed from any university will be not eligible for admission as a transfer candidate, unless his/her former Dean / President gives a letter of recommendation addressed to the President confirming that the student has been reinstated, is in good standing, and is eligible for transfer and admission/readmission.





### 9.7.2 Policy for Inter-College Transfer (Change of Program within RAKMHSU):

If a student who has already enrolled and paid fee in one particular college and wants to transfer to another college, the following will be the procedure:

A. For Existing Students who have already completed one year of study:

1) The transfer request application/ NOC has to be obtained from the Dean of the college where student is enrolled in and forwarded to the registrar office.

within the university registration deadlines for the particular college/ semester. A decision regarding the transfer will be made in consultation with the Dean of the college to which the student is seeking transfer, and will depend on availability of seats, the courses studied and examinations taken in the previous program.

2) The student will be treated as a fresh student in the program where he is seeking transfer, provided the student fulfills the eligibility criteria, and will have to take all the courses offered except general education courses, if he/she has passed them in the earlier program. Any other exemption of courses will be based on the equivalence of courses and recommendation of the Dean.

3) There will be no refund of fee paid in the earlier year.

B. Shifting between Colleges/Programs during Admission and before start of Classes:

A decision in such cases will be based on the student's merit and on fulfilling the admission requirements for the particular college /program to which admission is sought and also will depend on the seats available in the program/college of his second choice. Student has to request for transfer and remit AED 500 transfer processing fee if he/she has not indicated the program of his second preference at the time of filling the online application form.



### C. For Waitlisted Students during Admission:

If a student who has been waitlisted for admission to the program but has, meanwhile already joined another College/Program in RAKMHSU then this student is contacted/given an offer for joining the program of his initial choice, and the entire fees including application, admission and tuition fees will be transferred to the College/Program for which admission is offered. Waitlisted students will not be charged any transfer processing fee. If any additional balance fees is payable for the new program, that has to be paid by the student to confirm his seat.

In case of B & C above, if the fees remitted by the student for the earlier program is in excess, the balance fees will be adjusted in the tuition fee of next semester of the second program joined. Such cases during admission time and before start of classes do not require NOC of the Dean.

After start of classes, for any such request for inter-college transfer, the student must obtain the NOC of the Dean and should be within university registration deadlines for that college and fee will apply as per Category A above. Any such transfer request will not be entertained if it is made one month after the start of the academic semester. The student has to further fulfill the attendance requirements of the college being transferred to. In any of the category above, once such a change/transfer of college/program is made, the transfer is final and it will not be possible to revert the status again and the student has to sign an undertaking in this regard.



## 10. Financial Information

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

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

### 10.1 Tuition and Other Fees

i) Applicable at the time of application / admission:

| 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 | For all programs                         |
| 3    | Lab and Library Fee (per annum)     | 1,000 | For all programs                         |
| 4    | Transfer Application Processing Fee | 500   | Transfer students at the time of joining |
| 5    | Readmission Fee                     | 500   | Repeating / rejoining students           |

ii) Tuition Fee:

| College                 | Program                                | Amount Per Semester (AED) | Remarks                                                                  |
|-------------------------|----------------------------------------|---------------------------|--------------------------------------------------------------------------|
| RAK College of Pharmacy | Master of Science in Clinical Pharmacy | 26,000                    | After applying concession on the declared fee of AED 30,000 per semester |



iii) Exam Fees:

| S.No | Programs                                 | Amount (AED) | Remarks                      |
|------|------------------------------------------|--------------|------------------------------|
| 1    | Master of Science in Pharmacy per annum. | 2,000        | All Specializations (Year 1) |

iv) Other Fee:

| S.No | Fee Details                            | Amount (AED) | Applicable to                          |
|------|----------------------------------------|--------------|----------------------------------------|
| 1    | Late Registration Fee (per semester) * | 500          | Students registered after the due date |
| 2    | Clinical Rotation Fee Per Annum        | 3,000        | MSP (Year II)                          |
| 3    | Dissertation Fee per annum             | 2,500        | MSP (Year II)                          |
| 4    | Convocation Fee                        | 1,500        | Final Year students                    |
| 5    | Cheque Bounced Charges *               | 500          | For each instance                      |

\* Including 5% VAT

v) Optional Fee:

| S.No | Fee Details                              | Amount (AED) |
|------|------------------------------------------|--------------|
| 1    | Examination Paper Review per course      | 200          |
| 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        | 500          |
| 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 | IELTS Course Fee *                                       | 1,000 |
| 15 | Exam Fee (re-admitted students) per course               | 400   |
| 16 | Transport Charges (Dxb/Shj-RAKMHSU) (One-way / per trip) | 50    |
| 17 | Health Insurance Fee per annum * (Non Emirati students)  | 2,400 |

\* Including 5% VAT

vi) 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 |

\* Including 5% VAT

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.

vii) Transport Fee per Semester (Optional)

| S.No | Fee Details                      | Amount (AED) |
|------|----------------------------------|--------------|
| 1    | From Dubai, Sharjah, Ajman & UAQ | 6,250        |

\* For transportation minimum 5 students must be registered for each zone to provide the service.

*As per Federal Decree Law No. 8 of 2017, Value Added Tax [VAT] applied on certain fees at the standard rate of 5%.*

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.

**viii) Mode of Fee Payments:**

Fee can be paid through Cash / Cheque / Bank Transfer / Online Payment Link / Debit/Credit Card / SKIPLY App (No transaction fee)

For International Telex Transfers, AED 150/- (approximate charges) has to be added along with the total fee towards bank clearance charges. Telex Transfer charges may vary for each country. Student will be given credit only for the Net Amount Credited into our RAKMHSU account.

**10.2 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 according to the total number of credits in the courses they are required to take in that semester. For all the following semesters, full semester fees will be levied.

**10.3 Eligibility for registration of students:**

- a) Students are deemed eligible for registration upon successful completion of, and meeting, all the examination criteria for promotion to the subsequent semester or year of study.
- b) Payment of fees alone does not guarantee promotion to the subsequent semester or year of study.
- c) If a student is found ineligible for promotion, any fees paid in advance for the next semester or year will be adjusted against the fees for repeating the course or semester.
- d) If a student is found ineligible to continue their studies or withdrawn from the program, any fees paid in advance for the subsequent semester or year would be eligible for a full refund



#### **10.4 Registration of Students:**

- a) Registration of students is deemed complete upon confirmation of admission by the University in accordance with the admission letter, along with payment of all fees for the respective semester.
- b) Students will be permitted to pay fees in two installments per semester. To finalize the registration process, a post-dated cheque for the second installment must be submitted along with the first installment on or before the registration date.
- c) Students who have not paid their respective semester fees in full or provided the post-dated cheque for the second installment (as applicable) will not be registered in the University Management System (“UMS”).
- d) Should a post-dated cheque bounce, the University shall have the right to: (i) Charge an administration fee of AED 500, (ii) Suspend the student's attendance to classes and impose an academic break, and (iii) Freeze the student's access to UMS until the outstanding fees are paid in full.

#### **10.5 Late Registration Fee:**

- a) After the expiration of the registration deadline, students will have a grace period of five working days to complete their registration and settle all outstanding fees. A late registration fee of AED 500/- will be applicable during this period.
- b) Students will not be permitted to enroll or have access to the UMS after the expiration of the late registration period.
- c) Attendance will only be recorded for students in the UMS from the date when all financial obligations to the University have been settled.
- d) Students are advised to pay the fees on time to avoid any complications such as invalidation of attendance, ineligibility for examinations, loss of a semester or academic year, etc. Additionally, students should immediately inform the Dean of their respective College about any delays in registration.





## 10.6 Consequences of non-registration:

In the event of non-registration after the expiration of the late registration date, the following actions will be taken unless the University grants special approval to continue attending classes:

- a) Suspension of the student's official University email ID.
- b) Suspension of the student's name from clinical clerkship rotations, where applicable.
- c) Suspension of the student's access to the UMS portal.

## 10.7 Seat Reservation & Fee Refund Policy

### Seat Reservation Policy:

| Particulars                     | MS Pharmacy |
|---------------------------------|-------------|
| Seat Reservation Fee in AED     | 3,000       |
| Refund for Seat Reservation fee | No Refund   |

Refund request can be made by the student and the below Refund timeline will be applicable of all the fees.

### Fee Refund Policy:

| Refund Timeline                                     | Admission & Application fee | *Seat Reservation fee (part of the Tuition fee) | Tuition Fee | **Other fees |
|-----------------------------------------------------|-----------------------------|-------------------------------------------------|-------------|--------------|
| Before 31 <sup>st</sup> July 2024                   | ×                           | ×                                               | 50%         | ✓            |
| From 1 <sup>st</sup> Aug 2024 to first day of Class | ×                           | ×                                               | 25%         | ✓            |
| After first day of Class                            | ×                           | ×                                               | ×           | ✓            |

(× - Non - Refundable) (✓ - Refundable)

### Note:

1. Admission & Application fee once paid are non-refundable.



2. \*Seat Reservation fee (**a part of tuition fee which is to reserve the seat**).
3. Refer the above Refund timeline for the Tuition fee refund.
4. \*\*Other fees includes (***Exam fee, lab & library fee, Health Insurance fee, Transportation fee, Visa fee, Visa security deposit fee***) once paid are refundable in case of withdrawal.
5. In case of student visa rejected by the UAE Immigration dept, an amount of AED 500/- will be deducted from the visa fee and the balance fee will be refunded to the student and the visa security deposit fee will also be refunded to the student.

### **10.8 Refund of Transport Fee:**

Students who decide not to avail 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.

### **10.9 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 to settle 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.

### **10.10 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.



#### **10.11 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

- a) 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 enquiry and free expression regarding issues within the domain of the course or program are encouraged.
- b) Students are evaluated on the basis of their academic and clinical performance.
- c) Information obtained from students in the course of 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.
- d) 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.
- e) Publications by Official Student Bodies have editorial freedom, but shall be subject to review Faculty Advisors. Posters and other similar written notices must be registered with the Office of the Student Affairs, before it is to be distributed or displayed in locations designated for such purposes.
- f) Students should use information technology in keeping with the regulations of the University.
- g) 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.



- h) 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.
- i) Photo identification cards are issued free of charge to all new students during orientation week. Identification cards must be worn at all times and shown on request to university authorities. Students should report lost cards to the Office of the Finance and Administration and obtain a replacement, by paying a fee.
- j) All health science professionals shall be groomed and dressed in a manner which will help them to attract respect from their patients and the society in general. Detailed dress code for female and male students is given in the Student Handbook.
- k) 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.

## **11.2 Academic Support Services**

Detailed information is available in Section 6 of the Student Handbook

- d) 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.
- e) 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.
- f) The counseling center provides crisis intervention assistance to the students who are experiencing crises which affect their ability to function in the community
- g) RAKMHSU provides career services to graduates 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 make contact with prospective employers.

Please also refer to Section 7 of the Student Handbook

- a) Learning Skills and Tutorial Programs: The Office of Student Affairs organizes workshops on personality management, time management, test-taking, vocabulary development and stress management.
- b) 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.
- c) 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.
- d) 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.
- e) Social and Cultural Activities: The Office of the Student Affairs organizes, implements and supervises all social, cultural and entertainment programs relating to the students.
- f) Spiritual Facilities: The University offers separate prayer rooms for men and women.
- g) 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.
- h) 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 the 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 the Student Affairs.

- i) 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.
- j) 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
- k) 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.

### **11.3 Student Council**

A detailed account is available in Section 10 of the Student Handbook

Students Council is elected at the beginning of every academic 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.

### **11.4 University Guide to Student Behavior**

A detailed account is available in Section 10 of the Student Handbook

- a) 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.
- b) 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.





- c) These regulations include policies on student academic integrity and academic honesty. Procedures and policies for disciplinary action are also clearly detailed.
- d) 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
- e) 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.
- f) Policy on Sexual Harassment: The University has zero tolerance on sexual harassment of any member of the university community by another.
- g) 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.

### **11.5 Academic Honesty**

The policy for academic honesty is outlined below:

- a) All academic work and materials submitted for assessment must be the work of the student.
- b) Cheating is not only limited to copying from the work of others and providing unauthorized assistance, but also include the use of devices or other surreptitious means for the purpose of obtaining falsely-derived passing scores on examinations.
- c) Students are prohibited from submitting any material prepared by or purchased from another person or company.
- d) 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.
- e) 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.

### **11.6 IT Enabled Services and Resources of the University**

1. Information Technology (IT) Department at RAKMHSU ensures that, IT Enabled Services and Resources are available round the clock with easier accessibility from anywhere and any device to the Students, Faculty and Staff Members.
2. IT Department is a Support Center to Design, Develop, Maintain and required IT Enabled Services & Resources of the University to contribute efficiently for the Learning, Teaching, Research and Administrative Activities
3. 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 feedbacks from Users on their Satisfaction Levels and implement the changes accordingly after proper evaluation and approval by the University.

#### **11.6.1 IT Resources**

1. RoboCampus - UMS is a Tailor-made ERP System with 14 Number of functional modules to facilitate smoother execution of the interlinked Operational workflows to have centrally managed unified Data across the University.
2. Lecture Halls, Labs and PBL Rooms are equipped with the latest configuration of Projectors, LED Screens 7.
3. 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.
4. Managed Wireless Enabled Services [Wi-Fi] Facility all over the Campus.



5. 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, Class Room, Drive, Forms and Allied Applications.
  - Accessible from Anywhere, Any Device and Any Operating System.
  - E-Mail Grouping for Easier communication.
6. Latest configuration of Systems with required Applications are provided to all the Faculty and Staff Members.
7. Avaya Telephone System - PRI Line with 200 Direct Extensions.
8. SafeQ Print Control System facility in Library to provide paid Printing, Photocopying & Scanning Services to the Students.
9. Dedicated Internet Browsing center in Library with more than 35 Desktops.
10. IP Based CCTV Surveillance System with more than 375 Night Vision and High Definition [HD] Cameras to monitor and record Campus Activities round the clock. Designed in line with Ministry of Interiors -Hemaya certified.
11. Interactive & Responsive University website interlinked with IT Enabled Services.
12. Academic Simulation Applications and Visualizers are provided for the effective Learning and teaching.
13. Gyms, Sports Complex and Music Room are configured with the latest configuration of Audio Visual system.
14. Windows Based Network Services.
15. Support for Operational specific Services.
16. Centralized Public Address (PA) System for Announcements.

#### **11.6.2 Guidelines to Access University IT Enabled Resources and Services.**

IT Department requests to follow below mentioned guidelines to access IT Enabled Services and Resources of the University to maintain privacy and integrity of information.



Access University IT Enabled Resources only through Mozilla Firefox web browser for better compatibility and access.

17. Download Mozilla Firefox from: <https://www.mozilla.org/>

18. Use Minimum 8 characters with the combination of Alphanumerical and special characters in the Password

19. Do Not use Guessable and Easy Passwords.

20. Do Not Disclose Login credentials with any one in any circumstances to protect Privacy and Integrity of the system. and Audio Systems for the Effective Teaching & Learning Activities the University.

21. Dedicated Computer Lab with 220 Latest configuration of Desktops to conduct Online Examinations.

22. Computer Lab with 65 Desktops to conduct Regular Sessions.

23. 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.

24. 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.

25. 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.

26. Managed Wireless Enabled Services [Wi-Fi] Facility all over the Campus.

27. 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, Class Room, Drive, Forms and Allied Applications.

- Accessible from Anywhere, Any Device and Any Operating System.



-E-Mail Grouping for Easier communication.

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39. Download Mozilla Firefox from: <https://www.mozilla.org/>
40. Use Minimum 8 characters with the combination of Alphanumerical and special characters in the Password



41. Do Not use Guessable and Easy Passwords.
42. Do Not Disclose Login credentials with any one in any circu5. Do Not Access University IT Enabled Services from Public Places - Internet cafe, hotspot areas, VPN, unknown systems.
43. Logout from online Resources After the usage.
44. Password Reset: Request to contact IT Department in Person along with University ID card to reset Email Password. However, UMS Password reset can be requested only from your University Email Account, if required.
45. Password Reset request may not be accepted over the phone.

#### **11.6.4 How to Access IT Enabled Services & Resources of the University.**

The links to access following IT Enabled Services and Resources of the University are provided in one place under “IT Services” section of the website for easier access along with User Manuals, configuration details and IT Support Center contact details.

Steps :

- Open University website - <https://www.rakmhsu.ac.ae/>
- Search “Useful Links” (Footer of the Home Page)
- Click on “IT Services” section
- Click on required IT Services then enter User Name and Password.
- Please follow the steps provided in IT Manuals available in “Downloads” below IT Services” section.

#### **11.7 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 the Student Affairs, shall be made responsibly.



### **11.7.1 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.

### **11.7.2 Procedures for implementation of Grievance Redressal**

#### ***11.7.2.1 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.

#### ***11.7.2.2 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. The letter shall identify the general nature and circumstances of the grievance.

#### ***11.7.2.3 Student 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.





#### **11.7.2.4 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, agrees 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.
- 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.

#### ***11.7.2.5 Final Disposition***

The Grievance Redressal Committee shall discuss its findings with the President and the final decision shall be implemented by the University

#### ***11.7.2.6 Dismissal of a Student for Adequate Cause***

Apart from Academic Dismissal, which is explained in detail in the Catalog, the student may be dismissed from the university on his/her misconduct either with his/her fellow students/ faculty



/staff, or on any other ground which the university deems necessary. A formal proceeding shall be initiated before such dismissal.

#### ***11.7.2.7 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 proceeding, the student shall be suspended from attending the classes, library or any other academic activity. A copy of the complaint shall be delivered in hand to the student concerned, through email and / or 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.



## 12.General Guidelines

### 12.1 Academic Honor System

The Academic Honor System of RAKMHSU has based on the premise that each student has the responsibility to:

- Uphold the highest standards of academic integrity in the student's work;
- Refuse to tolerate violations of academic integrity in the academic community; and
- Foster a high sense of integrity and social responsibility on the part of the University Community.

Violations of this Academic Honor System will not be tolerated in the class. Specifically, the teaching faculty will rigorously pursue incidents of plagiarism of any type or references to any unauthorized material during examinations. Therefore, before submitting any work for this class, please read the Academic Honor System in its entirety in the RAKMHSU Student Handbook and ask the faculty members to clarify any of its expectations that you do not understand.

### 12.2 Course Delivery

#### 12.2.1 Lectures

Lectures consist of presentations and discussions on individual course-related topics. Lectures are generally scheduled for two hours each and based on the credits hours of the course. Lecture-related materials/PowerPoints are shared with the students before the scheduled session. Students are expected to be sufficiently familiar with the lecture topic and are encouraged to ask questions and participate in discussions during the sessions. The course description consists of the weekly distribution of lecture topics shared with the students at the beginning of the semester. This will make the students acquainted with the lecture topics.

#### 12.2.2 Small-Group Discussions

Small group discussion sessions are intended to reinforce course content covered in lecture periods and expand students' knowledge and understanding. Small group learning sessions are conducted on a need basis.



### 12.2.3 Case-Based Learning (CBL)

Case-based learning (CBL) exercises integrate different basic contents with clinical pharmacy. The CBL sessions allow opportunities to integrate theoretical knowledge with clinical skills. The CBL sessions thus reinforce knowledge gained in lecture periods and expand knowledge to understand various pharmaceutical care principles. In addition, students evaluate the assigned cases and present them as per the recommended outlines/formats of the individual courses. The students are assessed daily after completing each session of the CBL. CBL performance is assessed using knowledge, skills, comprehension, and attitude parameters, and a CBL report. 11.2.4 Problem-Based Learning (PBL)

### 12.2.4 General Guidelines

There is one PBL for each course, which is conducted in two sessions. In addition, for some courses, Integrated PBLs are also conducted. Both the sessions of the PBL are evaluated, quantitatively and qualitatively, by the concerned course faculty using rubrics. PBL has a weightage of 15% of continuous assessments.

### 12.2.5 Assignments

There is a minimum of one assignment for each course per semester, and its placement is left to the course coordinator. Assignment topics are given to different students, and at least two weeks are given to the students to complete the given assignment. Assignments are checked for similarity using Plagiarism Detection Software available in the university library. Assignments submitted by the students are evaluated using rubrics. Evaluation of assignments includes the basic format, quality parameters such as originality, content relevance, etc. The assignment has a weightage of 10% of continuous assessments

### 12.2.6 Seminar

There is a minimum of one Seminar per course, and its placement is left to the course coordinator. Seminar topics are given to the students, and at least two weeks are given to prepare for the assigned Seminar. Seminars given by the students are evaluated using rubrics. Evaluation of the



Seminar includes personal attributes, audiovisual aids, presentations, feedback (questions and answers), etc. The seminar has a weightage of 15% of continuous assessments

### 12.2.7 Practical Skills

Course those which do not have CBL will have practicals. The practicals will assist the students in effectively performing clinical pharmacy services such as medication history interviews, patient counseling, medication therapy management, etc. The practical sessions assist students to synthesize drug molecules, formulate, handle different machinery in the manufacture and analysis of drug compounds. It is important that laboratory practical skills are learnt properly to implement them safely in the work place. The students are assessed daily after completing each session of the practicals. The performance in practicals is assessed using knowledge, skills, comprehension, and attitude parameters and a practical record.

At the end of the practical sessions, the students will be able to:

- Identify various drug-related problems such as adverse drug reactions (ADRs) and Drug-drug Interactions (DDIs).
- Adjust drug dosage in special population.
- Responding to symptoms in a community pharmacy setting.
- Design clinical trial protocols, research protocols, and informed consent forms.
- Perform various statistical tests using statistical software.
- Develop appropriate experimental analytical techniques and use statistical methods for data evaluation as per guidelines.
- Carry out extraction procedures to isolate drug compounds from herbal sources.
- Perform structure activity studies and carry out molecular modeling studies.
- Assess the stability of solid dosage forms under different temperature and humidity conditions.
- Perform unit operations as per current GMP practices integrating different allied areas of product manufacture.



### 12.2.8 Self-Directed Learning

Self-Directed Learning is a form of learning in which students direct their studies outside of the classroom and without direct supervision. By practicing self-directed learning, they are encouraged to explore further topics they are interested in, developing stronger study skills. A Block of time is scheduled in the timetable for self-directed use of faculty resources.

### 12.2.9 Clinical Training

Clinical training is a component wherein the students acquire pharmaceutical care related skills under the supervision of preceptors at the recognized rotation sites. The students are trained under different areas of clinical practice such as Internal Medicine, Ambulatory Care, Pediatrics, Critical Care, Geriatric Medicine, etc. Clinical training prepares the students to function independently and as a member of the health care team. The students are required complete the core and elective rotations to the satisfaction of the clinical rotation syllabi.

### 12.2.10 Research Thesis

- During Research Thesis, the students are required to take up a research project of their choice in the area of their respective specialization such as current area of clinical pharmacy / pharmacy practice OR synthesis of drug molecules and their characterization OR formulation development /stability studies etc., under the supervision and guidance of a recognized faculty supervisor. The students are required to prepare and submit a written thesis on the research topic according to the recommended guidelines. After submitting the thesis, the students are required to undergo a viva-voce examination to defend the same.
- Effectively perform clinical pharmacy services such as medication history interviews, patient counseling, medication therapy management, etc.
- Provide effective drug/ patient information services.
- Develop pharmaceutical care plans.





- Practical sessions are conducted in the skills laboratory for MSN/MSM students. It provides opportunity to practice various skills under faculty supervision.
- Identify various drug-related problems such as adverse drug reactions
- Interactions (DDIs).
- Adjust drug dosage in special population.
- Responding to symptoms in a community pharmacy setting.
- Design clinical trial protocols, research protocols, and informed consent forms.
- Perform various statistical tests using statistical software.
- (ADRs) and Drug-drug
- Develop appropriate experimental analytical techniques and use statistical methods for data evaluation as per guidelines.
- Carry out extraction procedures to isolate drug compounds from herbal sources.
- Perform structure activity studies and carry out molecular modeling studies.
- Assess the stability of solid dosage forms under different temperature and humidity conditions.
- Perform unit operations as per current GMP practices integrating different allied areas of product manufacture.

### **12.3 Faculty/Course Evaluation**

#### **12.3.1 Faculty Evaluation**

Students will have the opportunity to evaluate each RAK MHSU faculty member using a standard evaluation questionnaire after a major block of material presented by that faculty/instructor.

#### **12.3.2 Course Evaluation**

Students will also have the opportunity to evaluate the course at its conclusion. Suggestions and comments concerning the course, its material, and conduct are welcome and may be made to the Chairperson.



### 12.3.3 Records

All laboratory, rotations case presentations, assignments, and patient counseling should be written in a record book and submitted for evaluation.

### 12.4 Research Policy of RAKMHSU

The RAKMHSU maintains that research adds value to the interests of its stakeholders, the postgraduate students and faculty, and society. Therefore, RAKMHSU's mission is the principal element that drives the content and priorities of the individual college's research agenda. As a workplace-based institution, given its mission focus on the pharmacy/nursing practitioner, RAKMHSU's re The RAKMHSU classifies research into three types:

Discipline-based research — sometimes called basic research or the “scholarship of discovery; this type of research contributes to the stock of knowledge of pharmacy and nursing and its practice; Applied research — or the “scholarship of application”; this type of research contributes to practice by applying knowledge directly to problems in pharmacy and nursing and its practice; and Learning and pedagogical research —referred to as the “scholarship of teaching” - pertains to developing instructional materials.

In implementing its research policy and programs, RAKMHSU is committed to ensuring that the college's research outputs conform to acceptable standards of quality and adhere to the principles of ethics and integrity. search agenda focuses on practice-based research to validate, enhance and advance the various disciplines of pharmacy and nursing and their pedagogy.

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- Applied research — or the “scholarship of application”; this type of research contributes to practice by applying knowledge directly to problems in pharmacy and nursing and its practice; and
- Learning and pedagogical research —referred to as the “scholarship of teaching”- pertains to developing instructional materials.



In implementing its research policy and programs, RAKMHSU is committed to ensuring that the college's research outputs conform to acceptable standards of quality and adhere to the principles of ethics and integrity.



## 13. RAK College of Pharmacy

### 13.1 Master of Science in Clinical Pharmacy

Master of Science in Clinical Pharmacy Program is full-time and delivered onsite. The total duration of the program is of two-years. The first two semesters comprise of course work, while semester three and four include clinical rotations and a research thesis

#### 13.1.2 Program Outcomes

On successful completion of this program, the graduate will be able to

| Knowledge  |                                                                                                                                  |
|------------|----------------------------------------------------------------------------------------------------------------------------------|
| 1          | Demonstrate advanced knowledge of pharmacotherapeutics, pharmacokinetics, and clinical pharmacy practice.                        |
| 2          | Illustrate the principles of safe and effective use of medications in patient and population-based care.                         |
| Skills     |                                                                                                                                  |
| 3          | Critically analyze scientific literature on drugs, diseases, and technologies to enhance clinical decision-making and research.  |
| 4          | Design a customized pharmaceutical care plan to optimize therapeutic outcomes and ensure patient safety.                         |
| 5          | Communicate effectively with patients, caregivers, and other health care professionals in various practice settings.             |
| 6          | Apply evidence-based medicine, ethics, and patient safety concepts in clinical pharmacy practice and research.                   |
| 7          | Manage drug-related problems as part of the health care team to improve the quality of patient care.                             |
| Competence |                                                                                                                                  |
| C1         | Autonomy & Responsibility                                                                                                        |
| 8          | Demonstrate professional leadership, entrepreneurship, innovation and sustainability in clinical pharmacy practice and research. |
| 9          | Solve pharmaceutical care issues independently and as a team member to enhance therapeutic outcomes.                             |



|    |                                                                                                                                                   |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|
| C2 | Self-Development                                                                                                                                  |
| 10 | Deliver patient-centered and population-based care in a legal, ethical, and compassionate manner.                                                 |
| 11 | Exhibit appropriate skills for independent and life-long learning for continuous professional development.                                        |
| C3 | Role in Context                                                                                                                                   |
| 12 | Collaborate effectively with health care professionals to create an intra-and interprofessional approach to patient and population-centered care. |

### 13.1.2 Study Plan for MS in Clinical Pharmacy

| Semester 1    |                                                                  |              |               |
|---------------|------------------------------------------------------------------|--------------|---------------|
| Course Code   | Course Title                                                     | Credit Hours |               |
|               |                                                                  | Theory       | CBL/Practical |
| PTH 913-1     | Pharmacotherapeutics –1                                          | 2            | 1             |
| PTH 912-2     | Pharmacotherapeutics-2                                           | 2            | -             |
| PPC 913       | Principles of Clinical Pharmacy Practice & Patient Data Analysis | 2            | 1             |
| PHP 912       | Hospital Pharmacy & Pharmacoinformatics                          | 2            | -             |
| Total Credits |                                                                  | 10           |               |

| Semester 2    |                                     |              |               |
|---------------|-------------------------------------|--------------|---------------|
| Course Code   | Course Title                        | Credit Hours |               |
|               |                                     | Theory       | CBL/Practical |
| PTH 923-3     | Pharmacotherapeutics – 3            | 2            | 1             |
| PTH 922-4     | Pharmacotherapeutics – 4            | 2            | -             |
| PAC 923       | Advanced Clinical Pharmacy Practice | 2            | 1             |
| PCP 922       | Clinical Pharmacokinetics           | 2            | -             |
| PCR 922       | Clinical Research Methodology       | 2            | -             |
| Total Credits |                                     | 12           |               |

| Semester 3  |                       |                  |              |                |
|-------------|-----------------------|------------------|--------------|----------------|
| Course Code | Clinical Rotations #  | Duration (weeks) | Credit Hours | Clinical Hours |
| PIM 932-1   | Internal Medicine - 1 | 4                | 2            | 160            |



|               |                       |    |    |     |
|---------------|-----------------------|----|----|-----|
| PIM 932-2     | Internal Medicine - 2 | 4  | 2  | 160 |
| PAC 932       | Ambulatory Care       | 4  | 2  | 160 |
| PRT 933       | Research Thesis       | -- | 3  | 160 |
| Total Credits |                       |    | 09 | 640 |

**\*\* Each core clinical rotation will be for FOUR weeks (40 hours/week)**

**# Students have to successfully complete semesters 1 & 2 to be eligible for the clinical rotations**

| Semester 4    |                      |                  |              |                |
|---------------|----------------------|------------------|--------------|----------------|
| Course Code   | Clinical Rotations # | Duration (weeks) | Credit Hours | Clinical Hours |
| PPE 942       | Pediatrics           | 4                | 2            | 160            |
| PCC 942       | Critical Care        | 4                | 2            | 160            |
| -             | Electives *          | 4                | 2            | 160            |
| PRT 943       | Research Thesis      | --               | 3            | 160            |
| Total Credits |                      |                  | 09           | 640            |

**\*Students can choose any two of the given elective rotations. Each elective rotation will be for TWO weeks (40 hours/week)**

| Course Code | Elective Rotations               | Duration (weeks) | Credit Hours | Clinical Hours |
|-------------|----------------------------------|------------------|--------------|----------------|
| PGM 941     | Geriatric Medicine               | 2                | 1            | 80             |
| PHA 941     | Hospital Pharmacy Administration | 2                | 1            | 80             |
| PDI 941-1   | Drug Information-1               | 2                | 1            | 80             |
| PDI 941-2   | Drug Information-2               | 2                | 1            | 80             |
| PCP 941     | Community Pharmacy               | 2                | 1            | 80             |

### **The Total Clinical Hours of MSCP Program Clinical Training**

The total Clinical Hours of rotation is  $640+640=1280$ ; after deducting the research thesis-related clinical hours, the total clinical hours will be 960



### 13.1.3 Instructional Methods

RAKMHSU is committed to being responsive to students' needs and preparing students to assume future societal leadership roles to meet political, economic, social, and technological challenges.

Faculty members are committed to making the learning environment more interactive, integrating technology into the learning experience, and using collaborative learning strategies when appropriate.

### 13.1.4 Hospital Facilities for Clinical Teaching

RAKMHSU uses the facilities of Sheikh Saqr hospital, Ibrahim Bin Hamad Obaidallah hospital, Fujairah hospital, Abdullah Bin Omran Hospital, RAK Hospital, and Sheikh Khalifa specialty hospital in Ras Al Khaimah and Sheikh Khalifa General hospital, Umm Al Quwain for teaching, training, and research-related activities for the students. In addition, the university also utilizes various primary health centers available in Ras Al Khaimah under the ambit of RAK Medical District for teaching and training of undergraduate students

Sheikh Saqr Hospital is a secondary care hospital with a bed capacity of 278 having surgical specialties like General Surgery, Urology, Neurosurgery, Orthopedic Surgery, Oto-Rhino-Laryngology, Ophthalmology, Obstetrics and Gynecology, and Pediatrics.

Ibrahim Bin Hamad Obaidallah Hospital is a secondary care hospital, and it is a medical specialty hospital with a separate geriatric specialty having a bed capacity of 330. The different medical specialties in this hospital are Internal Medicine, Neurology, Respiratory & Chest Medicine, Psychiatry, Nutrition, and Cardiology. Fujairah Hospital is a tertiary care hospital under the Ministry of Health and Prevention UAE. The hospital has 320 beds and seven operation theaters. The specialties available are General Medicine with subspecialties of Gastroenterology, Neurology, Rheumatology, Nephrology, cardiology, and Psychiatry. General Surgery has subspecialties of vascular surgery, minimally invasive surgery, plastic surgery, pediatric and neurosurgery. The Obstetrics and Gynecology department has 100 beds. There are 40 beds in the Pediatric wing with pediatric ICU (PICU). The neonatal intensive care unit





(NICU) has 22 beds with eight ventilators. Orthopedic, Dermatology, ENT, and Ophthalmology departments carry out diagnostic and operative work.

Abdullah Bin Omran Hospital, Ras Al Khaimah has Obstetrics & Gynecology, Neonatology, and Anesthesiology specialties and is available for MBBS students' teaching and clinical training beginning September 2018.

The university has an MOU with RAK Hospital, a multispecialty hospital located in RAK, United Arab Emirates. The specialties available are general medicine, surgery, pediatrics, cardiology, gastroenterology, pulmonology, urology, neurology, gynecology, dermatology, psychiatry, etc. In addition, the other available facilities are minimally invasive surgery, bone health, eye care, maternal health, rehabilitation, neurological issues, and advanced cardiac care. Furthermore, the university utilizes RAK hospital on an ad hoc basis for training and research. RAKMHSU also has an MOU with Sheikh Khalifa specialty hospital, a 246-bed tertiary care hospital for inpatient care, and several outpatient clinics. It mainly focuses on three medical specialties: oncology, cardiovascular, and Neuroscience.

RAKMHSU also has an MOU with Sheikh Khalifa General hospital, Umm Al Quwain a 195-bed capacity hospital, including 15 intensive care unit (ICU) beds, 18 neonatal intensive care unit (NICU) beds, 14 beds in Royal / VIP suites); 6 labor rooms

### **13.1.5 Assessment, Evaluation, Grading and Promotion**

#### ***13.1.5.1 Assessment***

Students shall be assessed continuously through assignments, seminars, mid-semester exams, case-based learning assessments, problem-based learning sessions, and university examinations. The continuous assessment components for each course shall contribute for 60% of the marks, and the End Semester examinations shall contribute for the remaining 40% marks.

During the examinations, theory, and where applicable, practical examinations shall be held for each course and graded for 50% of the total marks in the determination of the final grade.



#### **13.1.5.2 Theory (Specific for each course)**

|                           |   |     |
|---------------------------|---|-----|
| Continuous assessment     | : | 60% |
| End Semester Examination  | : | 40% |
| Multiple choice questions | : | 30% |
| Extended response essays  | : | 70% |

#### **13.1.5.3 Practical (Specific for each course)**

- Continuous Assessment : 60%
- End Semester Practical Examination (ESPE/OSPE) : 40%

Case presentations (wherever applicable)

Students must pass theory and practical separately for each course.

#### **13.1.5.4 Clinical Rotations**

Continuous Assessment: 70%

End Rotation Evaluation – OSCE: 30%

#### **13.1.5.5 Examination Schedule**

| <b>Semester</b> | <b>Courses</b>                                                             | <b>Timing of Examinations/<br/>Assessments</b>               |
|-----------------|----------------------------------------------------------------------------|--------------------------------------------------------------|
| 1               | Pharmacotherapeutics –1 (PTH 913-1)                                        | At the end of First Semester                                 |
|                 | Pharmacotherapeutics-2 (PTH 912-2)                                         |                                                              |
|                 | Principles of Clinical Pharmacy Practice & Patient Data Analysis (PPC 913) |                                                              |
|                 | Hospital Pharmacy & Pharmacoinformatics (PHP 912)                          |                                                              |
| 2               | Pharmacotherapeutics – 3 (PTH 923-3)                                       | At the end of the second semester                            |
|                 | Pharmacotherapeutics – 4 (PTH 922-4)                                       |                                                              |
|                 | Advanced Clinical Pharmacy Practice (PAC 923)                              |                                                              |
|                 | Clinical Pharmacokinetics (PCP 922)                                        |                                                              |
|                 | Clinical Research Methodology (PCR 922)                                    |                                                              |
| 3               | Internal Medicine - 1 (PIM 932-1)                                          | At the end of the third semester<br>(for Clinical Rotations) |
|                 | Internal Medicine – 2 (PIM 932-2)                                          |                                                              |
|                 | Ambulatory Care (PAC 932)                                                  |                                                              |
|                 | Research Thesis (PRT 933)                                                  |                                                              |
| 4               | Pediatrics (PPE 942)                                                       | At the end of the fourth semester                            |
|                 | Critical Care (PCC 942)                                                    |                                                              |



|                 |                                                 |
|-----------------|-------------------------------------------------|
| Electives       | (for Clinical Rotations)                        |
| Research Thesis | Thesis submission at the end of fourth semester |

### 13.1.6 Summary of the Courses

#### SEMESTER - 1

##### **PTH 913-1: Pharmacotherapeutics -1**

**(2+1 = 3 Credits)**

Pharmacotherapeutics -1 is a three-credit course offered in the first semester of the first year of the MS Clinical Pharmacy Program. This course aims to develop the necessary professional skills for the drug therapy management of diseases related to different systems, including cardiovascular, respiratory, renal, and hematology. This knowledge will help the students to apply therapeutic skills and rational selection of drugs to manage these diseases. In addition, this course also deals with the general therapeutic management of drug overdose, including cardiovascular, respiratory, and hematological drugs. Learning is facilitated through interactive lecture sessions, ward rounds, case-based learning, self-directed learning, small group sessions, assignments, problem-based learning, seminars, and course examinations.

##### **PTH 913-2: Pharmacotherapeutics - 2**

**(2+0 = 2**

**Credits)**

Pharmacotherapeutics -2 is a two-credit course offered in the first semester of the first year of the MS Clinical Pharmacy Program. This course aims to develop the necessary professional skills for the drug therapy management of diseases related to infectious diseases, such as respiratory tract infections, urinary tract infections, gastrointestinal infections, meningitis, endocarditis, etc., This knowledge will help the students to apply therapeutic skills and rational selection of drugs to manage these infectious diseases. In addition, this course deals with antimicrobial stewardship and the rational use of antimicrobials. Furthermore, students will also learn about the therapeutic management of antibiotic overdose. Learning is facilitated



through interactive lecture sessions, ward rounds, case-based learning, self-directed learning, small group sessions, assignments, problem-based learning, seminars, and course examinations.

**PPC 913: Principles of Clinical Pharmacy Practice & Patient Data Analysis (2+1 = 3 Credits)**

Principles of Clinical Pharmacy Practice & Patient Data Analysis is a three-credit course offered in the first semester of the first year of the MS Clinical Pharmacy Program. The course aims to prepare the student to understand the professional roles of a clinical pharmacist. During the course, the students learn about general professional activities of a clinical pharmacist such as ward round participation, medication history interview, medication review, adverse drug reaction monitoring and provision of drug information, etc. Learning is facilitated through interactive lecture sessions, ward rounds, case-based learning, self-directed learning, small group sessions, assignments, problem-based learning, seminars, and course examinations.

**PHP 912: Hospital Pharmacy & Pharmacoinformatics (2+0 = 2 Credits)**

Hospital Pharmacy & Pharmacoinformatics is a two-credit course offered in the first semester of the first year MS Clinical Pharmacy Program. The main goal of the course is to prepare the student to understand the professional roles of hospital pharmacists and delegate the same diligence to provide effective services to clinicians and patients. The students will acquire the knowledge and skills to perform the professional role of a hospital pharmacist. The students will learn about the various hospital pharmacy-related topics such as drug dispensing, distribution, patient counseling, hospital pharmacy management and administration, leadership skills, pharmacoinformatics, including artificial intelligence in hospital pharmacy, telepharmacy, automated dispensing, and medication errors management. Learning is facilitated through interactive lecture sessions, hospital pharmacy visits, self-directed learning, assignments, seminars, problem-based learning, guest lectures, and course examinations.



## **SEMESTER 2**

### **PTH 923-3: Pharmacotherapeutics - 3**

**(2+1 = 3 Credits)**

Pharmacotherapeutics-3 is a three-credit course offered in the second semester of the first year of the MS Clinical Pharmacy Program. The course aims to develop the necessary professional skills for drug therapy management of different diseases, such as bone and joint disorders, neurological disorders, and psychiatric disorders. This knowledge will help the students to apply therapeutic skills and rational selection of drugs to manage these diseases/disorders. In addition, this course also deals with the therapeutic management of drug overdoses of NSAIDs and psychotropic and anti-epileptic drugs. In addition, this knowledge helps the students apply their therapeutic skills and knowledge in the rational selection of drugs to manage diseases or disorders. Learning is facilitated through interactive lecture sessions, ward rounds, case discussions, case-based learning, self-directed learning, small group sessions, assignments, problem-based learning, seminars, and course examinations.

### **PTH 922-4: Pharmacotherapeutics - 4**

**(2+0 = 2 Credits)**

Pharmacotherapeutics-4 is a two-credit course offered in the second semester of the first year of the MS Clinical Pharmacy Program. The course aims to develop the necessary professional skills for drug therapy management of different diseases related to systems such as gastrointestinal, endocrine, ophthalmology, dermatological, and oncology. In addition, this course also deals with the management of toxicity related to opioids, alcohol, and antidiabetic drug overdose. Furthermore, this knowledge helps the students to apply their therapeutic skills in rationalizing drugs to manage diseases. Learning is facilitated through interactive lecture sessions, ward rounds, case-based learning, self-directed learning, small group discussion, case discussions, assignments, problem-based learning, seminars, and course examinations.

**PAC 923: Advanced Clinical Pharmacy Practice****(2+1 = 3 Credits)**

Advanced Clinical Pharmacy Practice is a three-credit course offered in the second semester of the first year of the MS Clinical Pharmacy Program. The course aims to prepare the student for advanced concepts of clinical pharmacy practice such as pharmacoeconomics, pharmacoepidemiology, pharmacovigilance, drug safety, evidence-based medicine, and biomedical literature evaluation. In addition, students will acquire knowledge and skills related to medication therapy management, medication concordance, precision medicine, artificial intelligence in clinical pharmacy practice, and public health promotion. Learning outcomes of this course will be achieved through case-based learning, journal club activities, hands-on activities, interactive lectures, assignments, seminars, group discussions, self-directed learning, problem-based learning, and course examinations.

**PCP 922: Clinical Pharmacokinetics****(2+0 = 2 Credits)**

Clinical pharmacokinetics is a two-credit course offered in the second semester of the first-year MS Clinical Pharmacy Program. The main goal of the course is to prepare the student to learn and understand the significance of the various pharmacokinetic parameters in a clinical situation. In addition, the course aims at the student's ability to plan the dosage adjustments based on the drug levels. In addition, the students will also gain knowledge of bioavailability and bioequivalence studies and their clinical significance. The simulated case-based learning sessions involve estimating various pharmacokinetic parameters influencing drug therapy. Learning is facilitated through interactive lectures, case-based learning using simulation software, assignments, seminars, group discussions, self-directed learning, problem-based learning, therapeutic drug monitoring facility visits, and examinations.



### **PCR 922: Clinical Research Methodology**

**(2+0 = 2 Credits)**

Clinical Research Methodology is a two-credit course offered in the second semester of the first-year MS Clinical Pharmacy Program. The main goal of the course is to advance the knowledge and understanding of research through critical exploration of different elements of research, such as research objectives, review of literature, research designs, research ethics, sampling, data collection, statistical data analysis, and interpretation using Statistical Package for Social Sciences (SPSS). The course will help the students develop the skills needed to conduct a research project independently. In addition, the students will appraise the various stages of the clinical drug development process and different regulatory requirements for drug approvals. The educational objectives of this course will be achieved through interactive lecture sessions, self-directed learning, and activities including hands-on training on SPSS, assignments, seminars, problem-based learning, and course examinations.

### **SEMESTER 3**

### **PIM 932: Internal Medicine-1**

**(0+2 = 2 Credits)**

Internal Medicine-1 is a two-credit clinical rotation offered in the third semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is a core rotation that the students must complete compulsorily. This rotation aims to prepare the students to provide pharmaceutical care services related to common conditions encountered in the internal medicine setting, including respiratory, gastrointestinal, endocrine, hematological disorders, and various infectious diseases. In addition, students will acquire knowledge and skills related to treatment, patient education, and identifying and resolving pharmaceutical care in internal medicine patients as a part of pharmaceutical care services. The rotation will include ward round participation, discussion, and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities and assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.



**PIM 932: Internal Medicine-2****(0+2 = 2 Credits)**

Internal Medicine-2 is a two-credit clinical rotation offered in the third semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is a core rotation that the students must complete compulsorily. This rotation aims to prepare the students regarding pharmacotherapy of common disease conditions encountered in internal medicine specialty areas like cardiology, nephrology, and neurology. In addition, students will acquire knowledge and skills related to treatment, patient education, and identifying and resolving pharmaceutical care issues in specialty medicine patients as a part of pharmaceutical care services. The rotation will include ward round participation, discussion, and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities and assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.

**PAC 932: Ambulatory Care****(0+2 = 2 Credits)**

Ambulatory Care is a two-credit clinical rotation offered in the third semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is a core rotation that the students must complete compulsorily. This rotation aims to prepare the students regarding pharmacotherapy of common disease conditions encountered in the ambulatory care setting. Students will acquire knowledge and skills related to treatment, patient education, and identifying and resolving pharmaceutical care in ambulatory care patients as a part of pharmaceutical care services. The rotation will include outpatient clinical postings in internal medicine, nephrology, neurology, pediatrics, psychiatry, and dermatology. The rotations will also include discussion and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities and assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.



## **SEMESTER 4**

### **PPE 942: Pediatrics**

**(0+2 = 2 Credits)**

Pediatrics is a two-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is a core rotation that the students must complete compulsorily. This rotation aims to prepare the students regarding pharmacotherapy of common disease conditions encountered in pediatric patients. Students will acquire knowledge and skills related to treatment, patient education, and identifying and resolving care issues in pediatric patients as a part of pharmaceutical care services. The rotation will include inpatient clinical postings in the pediatric department. The rotations will also include discussion and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities and assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.

### **PCC 942: Critical Care**

**(0+2 = 2 Credits)**

Critical Care is a two-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is a core rotation that the students must complete compulsorily. The rotation will help the students develop and refine the knowledge and skills necessary for providing pharmaceutical care to critically ill patients, emphasizing the medical and coronary critical care populations. Students will acquire knowledge and skills in pathophysiology, pharmacotherapy, and management of various disease states like acute coronary syndrome, acute respiratory distress syndrome, community-acquired pneumonia, acute liver failure, etc., within the critical care unit. The rotation will include ward round participation, discussion, and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities and assessments



to ensure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.

### **PRT 933 & 943: Research Thesis**

**(0+6 = 6 Credits)**

Research Thesis consists of six credits that students undertake in the third and fourth semesters of the M.S. Clinical Pharmacy Program. Research Thesis aims to train the students in research areas like research design, literature review, writing a research proposal, data collection, data analysis, comparison of results, drawing conclusions, and making appropriate future recommendations. The students are required to take up a research project of their choice in the current area of clinical pharmacy and pharmacy practice under the supervision and guidance of a recognized faculty supervisor. Students will also present the results of each stage of their work to the supervisor and the other students in the program. In addition, the students must prepare and submit a written thesis on the research topic according to the recommended guidelines. After submitting the thesis, the students must undergo a viva-voce examination to defend the same.

### **PGM 941: Geriatric Medicine**

**(0+1 = 1 Credits)**

Geriatric Medicine is a one-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is an elective rotation that the students may choose as one of the two electives. This rotation aims to prepare the students to provide pharmaceutical care services to geriatric patients. In addition, the rotation will help the students develop and refine advanced knowledge and skills necessary for carrying out medication history reviews, conducting screening assessments, providing patient counseling, & developing patient care plans for age-related disorders like infectious diseases, endocrine disorders, respiratory disorders, gastrointestinal disorders, etc. The rotation will include ward round participation, discussion, and reflection sessions with the preceptors at the rotation site. In addition, the student will complete a checklist of activities



and assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a clinical setup.

#### **PHA 941: Hospital Pharmacy Administration**

**(0+1 = 1 Credits)**

Hospital Pharmacy Administration is a one-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is an elective rotation that the students may choose as one of the two electives. This rotation aims to make the students understand the professional roles of hospital pharmacists and delegate the same diligently to provide effective services to the healthcare personnel and the patients. In addition, the students will acquire knowledge and skills related to various hospital pharmacies and administration services such as inpatient and outpatient dispensing, robotic dispensing, barcoding, drug distribution, drug procurement, hospital formulary, information technology, and inventory personnel, logistics, and financial management. The rotation will include posting in hospital pharmacy discussion and reflection sessions at the rotation site. In addition, the students will complete a checklist of activities, assessments, and reports to assure sufficient breadth of experience and exposure to necessary components and activities in a hospital setup.

#### **PDI 941-1: Drug Information-1**

**(0+1 = 1 Credits)**

Drug Information-1 is a one-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is an elective rotation that the students may choose as one of the two electives. This rotation aims to provide the students with an enhanced understanding of the systematic approach for retrieving and evaluating drug information using primary, secondary and tertiary drug information resources and online databases, along with an appreciation of the role of the drug information specialist in multidisciplinary patient care needs. In addition, the rotation will



facilitate student learning and critical thinking skills in a drug information center to understand and communicate essential medical information to the health care professionals and consumers.

#### **PDI 941-2: Drug Information-2**

**(0+1 = 1 Credits)**

Drug Information-2 is a one-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is an elective rotation that the students may choose as an advancement of the drug information-1 elective rotation. This rotation aims to provide the students with an advanced understanding of the systematic approach for retrieving and evaluating drug information, systematic comparison of different drug information databases, quality assurance of drug information, poison information, and training students in evaluating and reporting adverse drug reactions.

#### **PCP 941: Community Pharmacy**

**(0+1 = 1 Credits)**

Community Pharmacy is a one-credit clinical rotation offered in the fourth semester of the MS Clinical Pharmacy program. This course is a part of the clinical training and is an elective rotation in the community pharmacy setting that the students may choose as one of the two electives. This rotation aims to prepare the students for advanced pharmacy practice roles. The rotation will help the students develop and refine advanced knowledge and skills necessary for dispensing medications, prescription screening, monitoring drug-related problems like drug-drug interactions, adverse drug reactions, providing patient education, prescription, and OTC recommendations, health screening services, symptom management, and product recommendation for common ailments at the community pharmacy level. The rotation will include posting in community pharmacies, discussion, and reflection sessions with the community pharmacists. In addition, the student will complete a checklist of activities and



assessments to assure sufficient breadth of experience and exposure to necessary components and activities in a community setup.

### **13.2 Master of Science in Pharmaceutical Chemistry**

Master of Science (MS) Pharmaceutical Chemistry is a two-year program that comprises one year of pharmaceutical sciences courses and practical training and the second year is the Dissertation / Thesis work specialized in pharmaceutical chemistry.

To offer academic programs of high quality in pharmaceutical sciences which are recognized nationally, regionally and internationally.

To promote openness, diversity, fairness and academic freedom.

To ensure that pharmacy students are equipped with adequate knowledge and skills to enter successfully into the different fields of pharmaceutical sciences & practice.

To contribute to the advancement of knowledge of pharmaceutical sciences and practice through research.

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

To promote inter-institutional alliance with premier colleges of pharmaceutical sciences, drug industries and universities.

The total number of Credits is : 40.

Courses : 28 Credits

Dissertation and research seminar: 12 Credits



### 12.2.1 Program Outcomes

At the end of the program, the students will be able to:

|    |                                                                                                                                                                                        |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A. | Knowledge                                                                                                                                                                              |
| 1  | Demonstrate the knowledge of modern pharmaceutical sciences and the ability to acquire, manage and use current information in problem solving.                                         |
| 2  | Acquire knowledge of the molecular basis of diseases and synthesize/isolate new chemicals entities.                                                                                    |
| 3  | Demonstrate the knowledge of pharmaceutical care, especially through quality control of drugs and pharmaceuticals.                                                                     |
| 4  | Evaluate pharmacokinetic and pharmacodynamics concepts in drug discovery                                                                                                               |
| 5  | Apply the concept of synthesis, analysis of pharmaceuticals, and knowledge of natural products in complementary and traditional medicines.                                             |
| B. | Skills                                                                                                                                                                                 |
| 6  | Design, synthesize and analyze new drugs/pharmaceuticals and                                                                                                                           |
| 7  | Extract, isolate, and analyze the chemical constituents from natural products                                                                                                          |
| 8  | Develop, analyze, interpret drug design and structure - activity relationship models.                                                                                                  |
| 9  | Organize, record, present, criticize and manage the research in pharmaceutical sciences.                                                                                               |
| C. | Competence                                                                                                                                                                             |
| C1 | Autonomy & Responsibility                                                                                                                                                              |
| 10 | Take responsibility for managing synthesis, extraction of natural products, and quality control of drugs.                                                                              |
| C2 | Role of Context                                                                                                                                                                        |
| 11 | Manage complex professional processes and motivate the team members for optimal performance by formulating and presenting their viewpoints while respecting others' views and opinions |





|    |                                                                                                                                                                        |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C3 | Self - Development                                                                                                                                                     |
| 12 | Contribute and observe ethical standards in the implementation of professional practices through GLP and ICH guidelines and evaluate the need for new drug development |

### 13.2.2 Semester - wise Courses

In the first semester of the MS Pharmaceutical Chemistry program, students will be taught Bioorganic Chemistry and Drug Metabolism, Instrumental analytical techniques, Advanced Pharmaceutical Organic Chemistry and Pharmacokinetics and Pharmacology .The students will be exposed to Drug Design and Development medicinal chemistry courses in the second semester, including heterocyclic and chemistry of natural products.

In the third and fourth semesters, students will be exposed to research and expected to take up a research project in the emerging area, contribute to the pharmaceutical research's upliftment, and submit a duly bound thesis of the research findings at the end of the fourth semester. In addition, joint research projects with the pharmaceutical industry will be encouraged. This will expose the students to real-life situations and prepare them to face challenges in their working careers.

### 13.2.3 Instructional Methods Based on the Objectives

RAKMHSU is committed to being responsive to students' needs and preparing students to assume future societal leadership roles to meet political, economic, social, and technological challenges.

Faculty members are committed to making the learning environment more interactive, integrating technology into the learning experience, and using collaborative learning strategies when appropriate.



### ***13.3.3.1 Industrial Facilities for Research and Teaching of Pharmacy Students***

RAKMHSU has already entered into an MOU with Julphar Pharmaceuticals, Dabur, and Himalaya Drug Company for joint research projects and teaching and pharmaceutical training of the students.

## **13.2.4 Assessment, Evaluation, Grading, and Promotion**

### ***13.2.4.1 Assessment***

Students shall be assessed continuously through assignments, seminars, problem-based learning, and university examinations. The continuous assessment components for each course shall contribute for 60% of the marks, and the End Semester examinations shall contribute for the remaining 40% marks. During the mid-semester and end semester examinations, theory, and where applicable, practical examinations shall be held for each course and graded for 50% of the total marks in the determination of the final grade.

#### ***13.2.4.2 Theory (Specific for each course)***

Continuous assessment : 60%

End Semester Examination : 40%

- Multiple choice questions : 40%
- Extended response essays : 60%

#### ***12.3.4.3 Practical (Specific for each course)***

- Continuous Assessment : 60%
- End Semester Practical Examination (ESPE) : 40%

Students must pass theory and practical separately for each course.

### ***13.2.4.4 Examination Schedule***



| Semester | Courses                                             | Timing of Examinations/Assessmen       |
|----------|-----------------------------------------------------|----------------------------------------|
| 1        | Bioorganic Chemistry and Drug Metabolism (PBDM 611) | At the end of First Semester           |
|          | Instrumental analytical techniques (PIAT612)        |                                        |
|          | Advanced Pharmaceutical Organic Chemistry (PPOC613) |                                        |
|          | Pharmacokinetics and Pharmacology (PPAP614)         |                                        |
| 2        | Drug Design and Development (PDDD621)               | At the end of the second semester      |
|          | Heterocyclic Chemistry (PHTC622)                    |                                        |
|          | Chemistry of Natural Products (PCNP623)             |                                        |
|          | Medicinal Chemistry (PMDC624)                       |                                        |
| 3 & 4    | Dissertation / Thesis                               | At the end of the 4th semester         |
| 3        | Seminar - 1                                         | Within the first month of registration |
|          | Seminar -2                                          | Before one month of the end            |
| 4        | Seminar -1                                          | Within the first month of registration |
|          | Seminar - 2                                         | Before one month of the end            |

### 13.2.5 Study Plan for MS in Pharmaceutical Chemistry

| Semester 1    |                                           |              |               |
|---------------|-------------------------------------------|--------------|---------------|
| Course Code   | Course Title                              | Credit Hours |               |
|               |                                           | Theory       | CBL/Practical |
| PBDM611       | Bioorganic Chemistry and Drug metabolism  | 3            | 0             |
| PIAT612       | Instrumental Analytical techniques        | 2            | 2             |
| PPOC613       | Advanced Pharmaceutical Organic Chemistry | 3            | 2             |
| PPAP614       | Pharmacokinetics and Pharmacology         | 2            | 0             |
| Total Credits |                                           | 14           |               |



|               |                                            |    |    |
|---------------|--------------------------------------------|----|----|
| Semester 2    |                                            |    |    |
| PDDD621       | Drug Design and Development                | 2  | 0  |
| PHTC622       | Heterocyclic Chemistry                     | 2  | 2  |
| PCNP623       | Chemistry of Natural Products              | 2  | 2  |
| PMDC624       | Medicinal Chemistry                        | 2  | 2  |
| Total Credits |                                            | 14 |    |
| Semester 3    |                                            |    |    |
| PDRS 716      | Pharmacy dissertation and research seminar | 0  | 06 |
| Total Credits |                                            | 6  |    |
| Semester 4    |                                            |    |    |
| PDRS 826      | Pharmacy dissertation and research seminar | 0  | 06 |
| Total Credits |                                            | 6  |    |

### 12.2.6 Summary of the Courses

All the following courses will have various self-directed learning practices like seminars, assignments and problem based learning methodologies apart from the regular course study.

#### SEMESTER 1

##### **PBDM611 Bioorganic Chemistry and Drug Metabolism (3+0 = 3 Credits)**

Bioorganic chemistry and drug metabolism is a three credit course offered in first semester of MS pharmaceutical chemistry. The study of organic chemistry of biological molecules with special emphasis on chemical principles, an extension of basic organic chemistry as applied to the mechanisms by which biologically relevant molecules react and exert their effects.

This course is focusing on drug metabolism or drug biotransformation and enzyme- catalyzed changes in drug structure. Enzymology of drug metabolism reactions including the molecular mechanisms involved. Factors that modulate drug metabolism, including induction and inhibition and external and internal factors are considered in view of the widespread use of poly-pharmacy that the student should not only be aware of potential drug-drug interactions but also should be able to rationalize and explain why combination drug therapy interactions



occur. The importance of pharmacokinetics in drug action is highlighted. The students gain knowledge in changes in both pharmacological and toxicological responses due to drug biotransformation with an important consideration in drug therapy and pro-drug design. Learning is facilitated through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar) and course examinations.

#### **PIAT612 Instrumental Analytical Techniques**

**(2+2 = 4 Credits)**

The instrumental analytical course is a four credit course offered in the first semester of first year of MS pharmaceutical chemistry curriculum. This course aim to illustrate the theory and practice of quantitative analysis at the advanced level. This course covers the fundamentals of instrumental methods of analysis, emphasizing spectroscopic, chromatographic techniques. This course provides information about the different instrumental techniques employed in qualitative and quantitative determination of drug substances with special reference to quality control and quality assurance. Pharmaceutical analysis is vital for successful drug development. It is used to determine a drug's structure, level of active ingredient and identify contaminants. Pharmaceutical analysts use range of techniques to examine the constituents of various samples throughout the drug development process. These samples include raw materials used in manufacturing and body fluids collected during drug trials. As an analyst, the student must be familiar with modern instrumental analytical techniques, approaches and pharmacology principles. In addition, regulation demands the work under a strict quality assurance and quality control. Learning is facilitated through interactive lecture sessions, laboratory sessions, self-directed learning (assignments, problem-based learning, and seminar) and course examinations.

#### **PPOC613 Advanced Pharmaceutical Organic Chemistry**

**(3+2 = 5 Credits)**

Advanced Pharmaceutical Organic Chemistry is a five credit course offered in the first semester of the first year of the MS curriculum. The course goal is to provide the foundation for



producing pharmaceutical chemistry post-graduates studied earlier who are knowledgeable in the fundamentals of Organic Chemistry. The students will apply this knowledge to course discussion of advancement in Organic Chemistry by studying Catalysis, Aromatic Nucleophilic reactions, stereochemistry and pericyclic reactions. They will be able to understand and carry out Organic Synthesis based on above methods. The course also includes advanced organic methods like combinatorial chemistry and its application. This promotes use of resources such as library, faculty and information technology. The scheduling of course topics is designed to reinforce topics in other pharmaceutical/medicinal/heterocyclic and natural products and analytical chemistry courses. The following is illustrative of this course's educational objectives, which will be achieved through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar), laboratory practical experiments and course examinations.

#### **PPAP614 Pharmacokinetics and Pharmacology**

**(2+0 = 2 Credits)**

Pharmacokinetics and Pharmacology is a two credit course offered in the first semester of the first year of the MS curriculum. The course goal is to enrich students' knowledge regarding the fundamentals of Pharmacokinetics and Pharmacodynamics and provide the ability to relate them to the chemical structure of drugs. The students will apply this knowledge to course discussion of how drugs work, & general principles underlying the interaction of drugs with living systems and drug affinity and efficacy. This will be followed by more detailed discussion of different types of drug-receptor interaction. Students will understand how chemical structure affects the absorption, distribution, metabolism and excretion of drugs. In addition, they will learn the essentials of interpreting pharmacokinetic data for prediction of human doses and therapeutic uses of drugs. This course promotes use of resources such as library, faculty and information technology which leads the students in the development of critical scientific thinking and in the acquisition of appropriate knowledge of pharmacokinetics and pharmacology principles which will help them in their specific area of research. Learning is



facilitated through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar) and course examinations.

## **SEMESTER 2**

### **PDDD621 Drug Design and Development**

**(2+0 = 2 Credits)**

Drug design and development is a two credit course offered in the second semester of the first year of the M.S. pharmaceutical chemistry curriculum. The course goal is to provide the foundation for producing pharmaceutical chemistry post graduates who are knowledgeable in the fundamentals of drug development strategies.

The students will apply this knowledge to course discussion of drug actions, drug receptor interactions and drug design and development methods. They will be able to carry out QSAR and molecular modeling methods. This promotes use of resources such as library, faculty and information technology. The scheduling of course topics is designed to reinforce topics in other medicinal chemistry course. Learning is facilitated through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar) and course examinations.

### **PHTC622 Heterocyclic Chemistry**

**(2+2 = 4 Credits)**

Heterocyclic Chemistry course is a four credit course offered in the second semester of the first year of the MS curriculum. The course is aimed to introduce students to the basic chemistry of the heterocycles, their occurrence in nature, understand the pharmaceutical applications of the heterocycles. This course deals with the chemistry of compounds that contain heteroatoms in the ring, their syntheses, reactions and uses in drug production. The heterocycles to be studied include the five and six membered monocycles and the fused heterocycles. Students will understand the importance heterocycles in biological systems and in pharmaceuticals. Students will be able to draw mechanisms for reactions involving heterocycles as starting materials, intermediates and products, and be able to propose syntheses of heterocycles from the major classes. Students will be able to relate significant chemical properties to structure. Learning is facilitated through interactive lecture sessions, self-directed learning





(assignments, problem based learning, seminar), laboratory practical experiments and course examinations.

### **PCNP623 Chemistry of Natural Products**

**(2+2 = 4 Credits)**

Chemistry of Natural Products is a three credit course offered in the first semester of the first year of the MS curriculum. The course goal is to provide the foundation for producing pharmacy graduates who are knowledgeable with a broad overview of natural product science. The students will apply this knowledge to course discussion of natural products as medicines and general methods associated with the phytochemical investigation of herbal products. They will be able to carry out extraction procedures. This promotes use of resources such as library, faculty and information technology. The scheduling of course topics is designed to reinforce topics in other chemistry course. The following is illustrative of the educational objectives of this course which will be achieved through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar), laboratory practical experiments and course examinations.

### **PMDC624 Medicinal Chemistry**

**(2+2 = 4 Credits)**

Medicinal Chemistry is a four credit course offered in the second semester of the first year of the M. Pharm curriculum. The course goal is to provide the foundation for producing pharmaceutical chemistry post graduates who are knowledgeable in the fundamentals of Medicinal Chemistry. The students will apply this knowledge to course discussion of prodrugs, enzyme inhibitors, recombinant DNA technology, Use of microbes in drug preparation, agents affecting immune system and gastric acid secretion inhibitors. They will be able to understand and carry out synthesis of drugs based above various methods. This promotes use of resources such as library, faculty and information technology. The scheduling of course topics is designed to reinforce topics in other pharmaceutical/medicinal chemistry courses. Learning is facilitated through interactive lecture sessions, self-directed learning (assignments, problem based learning, seminar), laboratory practical experiments and course examinations.



## **SEMESTER 3 & 4**

### **PDRS 716 & PDRS 826: Dissertation and Seminar for Pharmaceutical Chemistry (6+6 =**

**12 Credits)**

The dissertation is aimed to train a MS student in research methods and techniques under the guidance of a recognized guide / supervisor. Student will be trained in literature review, design of research study, data collection, critical analysis, comparison of results, drawing conclusions and making recommendations. The student will have to present two research seminars related to the dissertation topic and progress. The research seminar related to the dissertation work and progress reports given by the students will help in problem solving, team work and leadership qualities. A total of 12 credits is assigned in 3rd and 4th semesters for different areas of dissertation work mentioned. The dissertation submitted will be evaluated by the recognized examiners appointed by the university. Details are provided in the dissertation manual.

### **13.3 Master of Science in Pharmaceutics**

Master of Science (MS) in the specialization of Pharmaceutics is a level 9 program. It comprises two year program with a first year for course work in Pharmaceutics and the second year for dissertation work. The total number of credits is 41.

The Goals of Master of Science in Pharmaceutics Program are to:

1. To offer academic programs of high quality in pharmaceutical sciences which are recognized nationally, regionally and internationally.
2. To promote openness, diversity, fairness and academic freedom.
3. To ensure that pharmacy students are equipped with adequate knowledge and skills to enter successfully into the different fields of pharmaceutical sciences & practice.
4. To contribute to the advancement of knowledge of pharmaceutical sciences and practice through research.



5. To render ethical healthcare and service to the patients with the highest degree of accountability to self and community.
6. To promote inter-institutional alliance with premier colleges of pharmaceutical sciences, drug industries and universities.

### 13.3.1 Program Outcomes

At the end of the program, the students will be able to:

|           |                                                                                                                                                                                                                                    |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>A.</b> | <b>Knowledge</b>                                                                                                                                                                                                                   |
| 1         | Acquire integrated and comprehensive knowledge regarding manufacturing technology, pre-formulation studies, novel drug delivery systems and biotechnology products                                                                 |
| 2         | Develop highly specialized and multidisciplinary information about physical and chemical properties drugs that affect solubility, stability, and other biopharmaceutical properties significant in the development of dosage forms |
| 3         | Gain technical knowledge in thrust areas regarding the machinery and instruments involved in the manufacture of drug products.                                                                                                     |
| <b>B.</b> | <b>Skills</b>                                                                                                                                                                                                                      |
| 4         | Demonstrate advanced skills to operate different machinery involved in the manufacturing and analysis of quality pharmaceutical dosage forms.                                                                                      |
| 5         | Assess the physicochemical properties of pharmaceutical materials and execute stability and pharmacokinetic testing for a wide range of drug products.                                                                             |
| 6         | Conceive innovative and novel ideas to plan and design research in the area of pharmaceutical technology and pharmacokinetics                                                                                                      |
| <b>C.</b> | <b>Competence</b>                                                                                                                                                                                                                  |
| <b>C1</b> | <b>Autonomy &amp; Responsibility</b>                                                                                                                                                                                               |
| 7         | Demonstrate control and direct the professional investigations of interactions between drugs and excipients in the formulation of dosage forms                                                                                     |
| 8         | Assume a specialist professional role in recognizing the scientific basis of a good formulation and adopt new strategies to offer solutions                                                                                        |



|           |                                                                                                                                                          |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>C2</b> | <b>Role in context</b>                                                                                                                                   |
| 9         | Effectively communicate scientific information both orally and in writing to inform and Educate professional and scientific peers.                       |
| 10        | Function independently and take initiative to develop scientific systems and summarize information gleaned from group experiences in product manufacture |
| <b>C3</b> | <b>Self -Development</b>                                                                                                                                 |
| 11        | Perpetuate ethical standards in the implementation of professional practices through cGMP and develop novel products.                                    |
| 12        | Develop and demonstrate one's personal contributions in group projects or assignments in drug product development and evaluation                         |

### 12.3.2 Semester - wise Courses

In the first semester students will be taught courses such as Instrumental Analytical Techniques, Product Formulation and Development, Chemical Kinetics and Drug Stability, Novel Drug Delivery Systems.

In the second semester the students will be exposed to courses such as Clinical Pharmacokinetics and Therapeutic Drug Monitoring, Advanced Pharmaceutical Technology, Quality Assurance & Validation, Advanced Pharmaceutical Biotechnology and Advanced Biostatistics & Research Design.

In the second year (3rd & 4th Sem) students will be given different project titles and areas to choose the topic for their Dissertation / Thesis work. At the end of the second year they are required to submit their Dissertation / Thesis for evaluation.

### 13.3.3 Instructional Methods Based on the Objectives

RAKMHSU is committed to being responsive to students' needs and preparing students to assume future societal leadership roles to meet economic, scientific and technological challenges.



Faculty members are committed to make learning environment more interactive, to integrate technology into the learning experience, and to use collaborative learning strategies when appropriate.

#### **13.3.4 Industrial Facilities for Research and Teaching of Pharmacy Students**

All the laboratory instructional resources required for technical training of MS students are available in RAKMHSU. And efforts will be made to use the facilities of various pharmaceutical industries that exist in Ras Al Khaimah for additional teaching and training of the students. A memorandum of understanding is entered into with pharmaceutical and related industries to train students in different multidisciplinary technological aspects. The MS (Pharmaceutics) students will participate in the routine formulation and manufacturing of dosage forms and understand the intricacies involved in day to day manufacture.

#### **13.3.5 Assessment, Evaluation, Grading and Promotion**

##### ***13.3.5.1 Assessment***

Students shall be assessed continuously through assignments, seminars, **Mid Exam** problem solving exercises and end semester examination for each course. The continuous assessment components for each course shall contribute for 60% of the marks and the end semester examinations shall contribute for the remaining 40% marks.

During the examinations, theory, and where applicable, practical examinations shall be held for each course and graded for 50% of the total marks in the determination of the final grade.

##### ***13.3.5.2 Theory (Specific for each course)***

- |                             |   |     |
|-----------------------------|---|-----|
| • Continuous assessment     | : | 60% |
| • End Semester Examination  | : | 40% |
| • Multiple choice questions | : | 40% |
| • Extended response essays  | : | 70% |



### **13.3.5.3 Practical (Specific for each course)**

Continuous Assessment : 60%

End Semester Practical Examination (ESPE) : 40%

Students must pass theory and practical separately for each courses.

### **13.3.5.4 Examination Schedule**

| Semester | Course                                                    | Timing of examinations / assessments         |
|----------|-----------------------------------------------------------|----------------------------------------------|
| 1        | Product formulation and development                       | End of 1 <sup>st</sup> Semester              |
|          | Instrumental Analytical Techniques                        |                                              |
|          | Chemical Kinetics and Drug Stability                      |                                              |
|          | Novel Drug delivery systems                               |                                              |
| 2        | Clinical Pharmacokinetics and Therapeutic Drug Monitoring | End of 2 <sup>nd</sup> Semester              |
|          | Advanced Pharmaceutical Technology                        |                                              |
|          | Quality Assurance and validation                          |                                              |
|          | Advanced Pharmaceutical Biotechnology                     |                                              |
|          | Advanced Biostatistics & Research Design                  |                                              |
| 3 & 4    | Dissertation / Thesis                                     | At the end of 4 <sup>th</sup> semester       |
| 3        | Semester 1                                                | Within 1 <sup>st</sup> month of registration |
|          | Semester 2                                                | Before 1 month of end of semester            |
| 4        | Semester 1                                                | Within 1 <sup>st</sup> month of registration |
|          | Semester 2                                                | Before 1 month of end of semester            |



### 13.3.6 Study Plan for MS in Pharmaceutics

| Course Code   | Course Title                                              | Credit Hours |                 |
|---------------|-----------------------------------------------------------|--------------|-----------------|
|               |                                                           | Theory       | CBL / Practical |
| Semester 1    |                                                           |              |                 |
| PPFD611       | Product formulation and development                       | 2            | 2               |
| PIAT 612      | Instrumental Analytical Techniques                        | 2            | 2               |
| PCKD 613      | Chemical Kinetics and Drug Stability                      | 2            | 2               |
| PNDD 614      | Novel Drug delivery systems                               | 2            | 0               |
| Total Credits |                                                           | 14           |                 |
| Semester 2    |                                                           |              |                 |
| PCPT 621      | Clinical Pharmacokinetics and Therapeutic Drug Monitoring | 2            | 2               |
| PAPT 622      | Advanced Pharmaceutical Technology                        | 3            | 2               |
| PQAV 623      | Quality Assurance and validation                          | 2            | 0               |
| PAPB 624      | Advanced Pharmaceutical Biotechnology                     | 2            | 0               |
| PABR 625      | Advanced Biostatistics & Research Design                  | 2            | 0               |
| Total Credits |                                                           | 15           |                 |
| Semester 3    |                                                           |              |                 |
| PDRS 716      | Dissertation & Research Seminar                           | -            | 6               |
| Total Credits |                                                           | 6            |                 |
| Semester 4    |                                                           |              |                 |
| PDRS 826      | Dissertation & Research Seminar                           | -            | 6               |
| Total Credits |                                                           | 6            |                 |

### 13.3.7 Summary of courses

#### SEMESTER 1

##### PPFD 611: Product Formulation and Development

(2+2 = 4 Credits)

The aim of the course is to help the student understand the physicochemical concepts required for proper design of bioavailable drug dosage forms. The course teaches aspects of design of both monophasic and polyphasic dispersion dosage form for different routes of administration. Topics of pharmaceutical interest in the dosage





form design include therapeutic consideration, physicochemical consideration of formulated drug, solubility and distribution phenomena, dissolution theories and factors influencing dissolution rates. Topics of pharmaceutical design of polyphasic dosage forms include interfacial phenomena, concepts of colloids, and Rheology of dispersion system. The stages through which a drug molecule is put through in the process of development of a given formulation for a product are studied in this subject. The interrelationship between the various formulation excipients and their possible interaction with the drug will be understood by the student after studying this subject. Learning is facilitated through interactive lecture and practical sessions, self-directed learning (small group sessions, assignments, Problem Based Learning, Seminar and Course Examinations)

### **PIAT 612: Instrumental Analytical Techniques**

**(2+2 = 4 Credits)**

The aim of the course is to develop the necessary skills involved in the analysis of pharmaceutical drug products. The student will be exposed to theories and concepts involved in the different advanced pharmaceutical analytical techniques. The study of the instrumentation and methods employed will enable the student to carry out the assay of the drug products. The other major aim of studying this subject is to enable the student understand the various quality control measures taken on the drug products manufactured. By applying the knowledge gained in this subject the students will be able to carry out the analysis as per pharmacopoeial guidelines on different raw materials and finished drug products as well. HPLC, GC, IR, Thermal Analysis etc. will be dealt in detail.

### **PCKD 613: Chemical Kinetics and Drug Stability**

**(2+2 = 4 Credits)**

Main goal of this course is to make the student understand the theoretical aspects of simple and complex reactions in homogenous and heterogeneous systems, environmental and pre-formulation factors that influence drug stability as well as elucidation of the mechanism of drug degradation. Principles will also cover the procedures for designing dosage form formulations with enhanced drug stability. Students will be able to predict shelf life of drug in solution, solid and heterogeneous dosage forms for different storage conditions. The concepts and theories involved in stability testing and development of a protocol for stability testing are



also covered as per International Conference on Harmonization (ICH) guidelines. Learning is facilitated through interactive lecture and practical sessions, self-directed learning (small group sessions, assignments, Problem Based Learning, Seminar and Course Examinations).

#### **PNDD 614: Novel Drug Delivery Systems**

**(2+0 = 2 Credits)**

This course comprises the latest advances in drug delivery and targeting systems. The overall emphasis of these delivery systems is to reduce dose frequency, prolong efficacy, increase safety, have better patient compliance and have better drug targeting. The course will help the student to understand the concepts required to design and prepare different drug delivery systems such as site-specific drug delivery using liposomes drug systems, polymer drug delivery system with different type polymers and with dissolution, osmotic or diffusion controlled release. The course will also cover the transdermal and multiparticulate drug delivery systems. Learning is facilitated through interactive lecture sessions, self-directed learning (small group sessions, assignments, problem based learning, seminar and course examinations).

### **SEMESTER 2**

#### **PCPT 621: Clinical Pharmacokinetics and Therapeutic Drug Monitoring (2+2 = 4 Credits)**

In this course the relationship between pharmacokinetics and pharmacodynamic will be discussed. The application of pharmacokinetics on drug disposition following one compartment, two compartment, non-compartment and non-linear pharmacokinetic models for different routes of administration will be emphasized on drug dose regimen, dose adjustment in hepatic and renal diseases and for drugs with narrow therapeutic windows. Thus students will be able to design the drug therapy regimen for individual patient, interpret and correlate the plasma drug concentration with patient's therapeutic outcome and recommend dosage adjustment for patients with renal/ hepatic impairment. The course also will enable



the student to understand how various disease states alter the pharmacokinetic parameters and to be able to adjust plasma concentration within therapeutic range. In practice the therapeutic monitoring concept will be applied on analyzing pharmacokinetic cases of selected drugs with narrow therapeutic window. Learning is facilitated through interactive lecture and practical sessions, self-directed learning (small group sessions, Case based learning, assignments, problem based learning, seminar and course examinations).

### **PAPT 622: Advanced Pharmaceutical Technology**

**(3+2 = 5 Credits)**

This course comprises the design of pharmaceutical plants as well as the design & operation of clean rooms with special emphasis on quality assurance & good manufacturing practice guidelines. The course also covers theoretical background & practical demonstration of different manufacturing unit processes like: heat transfer, filtration, particle size reduction, particle size analysis, mechanisms of mixing, powder flow, granulation, drying, tableting & capsulation. In addition the course includes packaging materials used in pharmacy. The aims of the course are to develop the necessary professional skills in the student for carrying out various unit operations and processes involved in the manufacture of dosage forms. This knowledge helps the students to apply the technical skills in various production processes in pharmaceutical product manufacturing. Learning is facilitated through interactive lecture and practical sessions, self-directed learning (small group sessions, assignments, Problem Based Learning, Seminar and Course Examinations).

### **PQAV 623: Quality Assurance and Validation**

**(2+0 = 2 Credits)**

This course deals with the quality assurance in pharmaceutical manufacturing whereby quality attributes are built into the drug products before they get into the market. The course covers the basis of government regulatory authority in aspects of quality auditing, official inspection, procedures and documentation, quality control managements, pharmaceutical product quality control from raw material to production. In addition the course covers the validation of



pharmaceutical processes, analytical procedures and aseptic processing during manufacturing. Learning is facilitated through interactive lecture sessions, self-directed learning (small group sessions, assignments, problem based learning, seminar and course examinations).

#### **PAPB 624: Advanced Pharmaceutical Biotechnology**

**(2+0 = 2 Credits)**

The objective of this course is to familiarize the students with the application of pharmaceutical biotechnology in the biomedical world. This course focusses on the pharmaceutical product development and formulation of biotechnology-derived drug products in the pharmaceutical sciences to enable the students understand the role of pharmaceutical sciences in the field of biotechnology. Biological products development process of different types of these products will be highlighted. The course also introduces the students to the buccal delivery systems for peptides and protein, monoclonal antibodies, vaccines and other immunological products. Learning is facilitated through interactive lecture sessions, self-directed learning (small group sessions, assignments, problem based learning, seminar and course examinations).

#### **PABR 625: Advanced Biostatistics and Research Design**

**(2+0 = 2 Credits)**

The Course is designed to train the students to develop an understanding of the principles of research methodology and to identify a problem and carry out the work according to a well-designed framework. The course will help the students to methodically obtain the results of the research and then critically analyze them for a meaningful conclusion leading to their application for a betterment of quality services in the health science practice. Learning is facilitated through interactive lecture sessions, self-directed learning (small group sessions, assignments, problem based learning, seminar and course examinations).



## **SEMESTER 3 & 4**

### **Dissertation & Research Seminar**

**(6+6 = 12 Credits)**

The dissertation is aimed to train a Masters student in research methods and techniques under the guidance of a recognized guide. Student will be trained in literature review, design of research study, data collection, critical analysis, comparison of results, drawing conclusions and making recommendations. The dissertation submitted will be evaluated by the specialist examiners appointed by the university. Seminars and progress reports given by the students will help in problem solving, team work and leadership qualities.

### **12.4 Policies and Procedures on Thesis Introduction:**

RAK Medical and Health Sciences University (RAKMHSU) is committed to providing high quality education to all its students. One part of that commitment involves providing postgraduate pharmacy students with useful and relevant information in a form that is easily accessible to them. This guideline is an important part of this process. This guideline contains the rules and policies applicable to the graduate community of RAK College of Pharmacy. This guideline is reviewed and updated periodically. The first edition was published during 2013. In this second edition, amendments are done based on the faculty and CAA feedback.

#### **12.4.1 Goals of Thesis**

The goals of the Master's Thesis are to:

- 1) Provide advanced training in Pharmaceutical sciences based research work.
- 2) Offer an opportunity for candidates to advance their knowledge in specific areas of pharmaceutical sciences through research.
- 3) Prepare individuals for research and teaching positions needing a strong background in the pharmaceutical sciences.
- 4) Develop individuals with the research skills needed to carry out basic and applied studies in pharmaceutical sciences /pharmacy practice.



- 5) Prepare graduates to function as independent scholars, who are capable of contributing to the body of knowledge in their areas of specialization through original research.
- 6) Address the pharmaceutical and healthcare needs of U.A.E.

#### **13.4.2 Significance of Research**

The mission of RAK College of Pharmacy is to achieve the highest standard in academic research as well as in training and educating future leaders who will contribute to the development of pharmaceutical and basic life sciences, governmental policies on medical and pharmaceutical affairs, and also to the society as pharmacists capable of highly advanced medical treatment.

Every candidate pursuing a Master's program is required to carry out a selected research project under the guidance of a recognized postgraduate guide. The result of such a work shall be submitted in the form of a Thesis/Research. This is aimed to train a post graduate student in research methods and techniques. It includes identification of the problem, formulation of hypotheses, review of literature, getting acquainted with recent advances, designing of a research study, the collection of data, critical analysis, and comparison of results and conclusions.

Writing to fulfil the requirements for a Master's degree in pharmacy is mandatory and is completed during the 4th semester of the master's program. An idea for a Thesis can be developed in a variety of ways. During the end of the first year of the Master's program, students should identify a research project, a supervisor at the institution who will provide day to day direction of the research project and a mentor who will provide overall supervision of the project and monitor the research progress towards a written Thesis. Typically the research will be conducted at the student's place of higher learning. The research component of the program is a primary focus of the degree and research activity is expected as soon as a student starts the program. The student and his/her on-site supervisor must obtain written approval from the research committee prior to initiation of the research project. The problem areas studied, scope, format and style should be given careful attention. Reviewing the research work that has been completed in other departments can also suggest ideas for



inquiry. Conceptualizing a research idea is challenging but highly rewarding once it is accomplished. A well-developed research plan addressing a critical question in drug discovery will facilitate the successful completion of the Thesis.

#### 13.4.3 General Guidelines

##### ***13.4.3.1 Responsibilities of Master's Thesis Committee:***

A Master's Program Research committee shall be constituted in which the Thesis Supervisor shall be a member. The following are the responsibilities of the master program research committee:

Be responsible for scheduling all committee meetings

The committee meetings are scheduled at three times mutually convenient for its members and students.

The committee members are in general chosen from the faculty members of the RAK College of Pharmacy.

The committee reviews the Thesis proposals submitted by the students of the Master's Program in Pharmacy, and the approval is given for them to proceed with the research.

Once the approval is obtained from the /Research committee, the principal investigator/student has to submit the proposal to the University Research & Ethics Committee (RAKMHSU REC).

If the research involves human subjects/community/hospital related work, the proposals in the prescribed formats should be submitted to MOHAP/ EHS REC. This process has to be done only after receiving the approval from RAKMHSU REC.

It is mandatory to obtain the GCP certification by all the investigators involved in research related to human subjects.

##### ***13.4.3.2 Responsibilities of the Student:***

Develop the research proposal to be submitted and present to Thesis/Research committee of the college.

Submit all the materials for review to the committee members at least 10 working days before each committee meeting.

Carryout Thesis work as specified in the proposal.





Submit the Thesis as per the instructions given in University Guidelines.

Successfully complete an oral examination of the Thesis work.

Submit to the Dean of RAK College of Pharmacy four copies (University, Dean, Chairperson and Supervisor) of the corrected Thesis after oral examination.

Committee members shall be the Dean, Chairperson, Supervisor and a nominee of Dean.

#### **13.4.4 Thesis:**

Every student pursuing MS Program is required to carry out a research project on a selected topic under the guidance of a recognized supervisor. The result of such a work shall be submitted in the form of a Thesis.

The Thesis is aimed to train a Master's student in research methods and techniques. It includes identifying the problem, formulating a hypothesis, reviewing the literature, getting acquainted with recent advances, designing a research study, collecting data, critical analysis, comparing results, and conclusions.

#### **13.4.5 Approval of Research Proposal**

The research proposal needs to be approved by REC. The approximate duration for the approval of research proposal by RAKMHSU REC varies from 2-4 weeks and that of MOHAP /EHS REC varies from 8-10 weeks

#### **13.4.6 Ethical Clearance**

The student is responsible for designing and implementing the research in an ethical manner. The student must review the methodology of the study and develop explanatory materials and consent forms (if needed). Students must be cognizant of the fact that they have the responsibility for protecting the rights of the subjects of the research; these rights include informed consent, freedom from injury and harm, and confidentiality in the handling and reporting of data. It is mandatory for the students and their supervisors who are carrying out research studies involving human subjects, to complete the Good Clinical certification before the submission of any research proposals.



#### **13.4.7 Entry into the Research Setting**

The Thesis Supervisor must be apprised of the anticipated location for data collection. The supervisor can often assist students, when needed, in gaining entry to an appropriate setting for data collection. The Thesis Supervisor may be able to assist students by providing specific information about the administrative structure and patterns of authority within a particular agency. The following general suggestions will be helpful to students who plan to use agency settings for the conduct of research. Communicate a brief overview of the projected research to the Associated Institution/Hospitals in a formal letter and indicate that they will be contacted to set up a time for a personal appointment.

Prepare a statement and consent form that clarifies what is expected of research subjects during the course of the study.

Determine the potential importance of the study for the agency as perceived by the person contacted. Make an appointment with the appropriate person in the agency to explain the research and the details of data collection.

Obtain information and forms to be completed for the RAKMHSU REC within agencies where a formal review process exists or a letter granting permission to conduct the research in that clinical agency. Laboratory based experiments/research to be conducted in the laboratories of RAKCOP/ Industries/collaborative agencies have to be planned after the discussions with supervisor.

#### **13.4.8 Seminar/Progress Report:**

During the third and fourth semesters, every candidate has to present two seminars/progress reports concerning their research project, which will carry 50 marks.

#### **13.4.9 Thesis Format:**

The Thesis shall be written under the following headings/chapters

- Structured Abstract
- Introduction
- Aims and objectives of the study



- Review of literature
- Material and methods
- Results
- Discussion
- Limitations
- Future directions
- Conclusion
- References
- Annexure(s)

The written text of the Thesis shall be about 100 pages, excluding references, tables, questionnaires, and other annexures. It should be neatly typed with double line spacing on one side of the bond paper (A4 size, 8.27" x 11.69") and bound properly. The Thesis shall be certified by the Supervisor and Co-supervisor, if any, Chairperson and Dean of the institution. The Thesis shall be submitted at least one month before the end of the 4th semester of MS.

#### **13.4.10 Thesis Supervisor**

A Thesis Supervisor shall be a full-time faculty of RAK College of Pharmacy and recognized by RAKMHSU as per the guidelines from CAA for the supervision of research thesis work. However, a Co-Supervisor can be opted wherever required. The Co-supervisor shall also be a Master's faculty / qualified professional from a related industry/hospital recognized by RAKMHSU.

The role of the supervisor is to advise on all aspects of the research project including

- Project area and relevant literature
- Feasibility of the project
- Time scale of the research
- Specification of the research questions
- Design and adequacy of methods



- Sources of data and access to fields of observation
- Analysis and interpretation of results
- Structure and style of reporting

#### **13.4.11 Eligibility for a Recognized Thesis Supervisor**

- Assistant Professor and above with Ph.D. in the respective area and a minimum of 5 years of teaching experience after Ph.D. or equivalent degree.
- Should have at least three research publications in indexed journal

#### **13.4.12 Submission of Thesis**

Four copies of Thesis duly certified by the Thesis Supervisor, Chairperson and the Dean, RAK College of Pharmacy, shall be submitted to the Dean, Examination, RAKMHSU, one month before the last working date for the 4th semester notified by the university.

#### **13.4.13 Viva-Voce Examination**

The viva-voce examination shall assess the depth of knowledge, logical reasoning, confidence, documentation, and oral communication skills. The viva-voce examination shall be held after the submission of the Thesis. If any candidate fails to submit the Thesis on or before the date prescribed, their viva-voce shall be conducted during the subsequent examination, which the Dean, Examination, shall schedule. There will be only one viva-voce exam per semester. The viva-voce exam shall be held within two months of submitting the Thesis.

#### **13.4.14 Examiners**

At least two examiners will be appointed who are expected to be specialists in the subject area; one of them will be an external examiner and the other will be an internal examiner. Normally, the RAK College of Pharmacy supervisor shall be the internal examiner.

#### **13.4.15 External Examiner:**

Assistant Professor and above with Ph.D. in the respective area and a minimum of 5 years of teaching experience after Ph.D. or equivalent.



#### 13.4.16 Distribution of Marks

Assistant Professor and above with Ph.D. in the respective area and a minimum of 5 years of teaching experience after Ph.D. or equivalent.

|              |                               |                  |
|--------------|-------------------------------|------------------|
| a            | Research proposal preparation | 25 marks         |
| b            | Research / Progress report    | 25 marks         |
| c            | Viva – voce                   | 50 marks         |
| d            | Research thesis               | 100 marks        |
| <b>Total</b> |                               | <b>200 marks</b> |

The Thesis and viva-voce evaluation shall be conducted by both the examiners appointed by the university.

#### 13.4.17 Scheme of Evaluation of MS Thesis

The Research Thesis Evaluation Scheme thoroughly evaluates the thesis of M.S. (Clinical Pharmacy) candidates. It uses a distinct grading scale to assess various aspects, including the abstract, literature review, methodology, results, discussion, and presentation quality. In addition, it takes into account the research proposal and progress presentation scores to provide a comprehensive evaluation of the student's research abilities. The evaluation scheme culminates in calculating total marks out of 200, then converted to a final score out of 100, offering a comprehensive assessment of the student's overall performance in their research endeavors Raw marks will be converted into grades as per RAKMHSU guidelines.

#### 13.4.18 Plagiarism for Master's Thesis

The Master's Thesis must consist exclusively of the student's original work, and must be unique to the student and Program while, the thesis' author assumes responsibility for its content. In cases where the work site, builds on or uses research or data provided by others, the thesis content should acknowledge and reference this in accordance with instructions.



Inadequate referencing considered plagiarism will also include appropriation or imitation of the language, ideas, and thoughts of another author and representation as one's original work.

This includes:

- a) Paraphrasing another's ideas or conclusions without acknowledgement;
- b) Lifting of entire paragraphs, chapters, etc. from another's work; and
- c) Submission as one's own work, any work prepared by another person or agency.

### **RAKCOP Master's Program**

All the content (final proposal and final thesis) are scanned for similarity index using the Turnitin software used by RAKCOP, RAKMHSU. Similarity index is based on the percentage of matched text out of the total number of words in the document. For complete details on Plagiarism, please refer to Section 10.7.

## **13.5 RAKCOP Advisory Board**

The RAKCOP Advisory Board comprises 16 members, including President and Vice President Academic Affairs as special invitees. The Advisory Board will meet once or twice a year to conduct its deliberations.

### **13.5.1 Responsibilities**

1. Advise the college concerning its vision, mission, goals & objectives of pharmacy programs.
2. Oversee the college academic, industrial, hospital & community training, research & other outreach projects.
3. Assist in getting collaborative projects & arrangements with external agencies, especially hospitals, community pharmacies & pharmaceutical industries.
4. Advise on fundraising, research projects & institution of chairs in the college with the assistance of industries & other bodies.
5. To help the college collect feedback about the students' performance in the workplace, especially in hospitals, industries, communities & regulatory sites.



6. Identify new areas of research/projects with the help of members & others to make need-based relevant and effective projects.
7. Share graduate projects (completed) of the previous year & seek advice for improvement & relevance of projects.
8. Suggest to the college about the new & need-based, short-term programs & certificate courses to be offered in the future.
9. Advise the college about community engagement and inter-professional & scholarly activities.

### 13.5.2 RAKCOP Advisory Board Members

| External members |                                |                                                                                                          |
|------------------|--------------------------------|----------------------------------------------------------------------------------------------------------|
| 1.               | Dr. Lana Hammad                | Head of Pharmacy, Skeikh Khalifa Hospital UAE                                                            |
| 2.               | Ms. Rasha Ahmed                | Senior Technical Training Manager<br>Gulf Pharmaceutical Industries (Julphar)                            |
| 3.               | Ms. Rasha Mohsen               | Scholarships Manager<br>Sheikh Saud bin Saqr Al Qasimi Foundation for Policy Research,<br>Ras Al Khaimah |
| 4.               | Dr. Arwa Monassar Ali Al Nahdi | Head of Pharmacy Department, Obaidallah Hospital.                                                        |
| 5.               | Dr. Abeer Alhammad             | RAK PHC Pharmacist In-charge, Ras Al Khaimah                                                             |
| 6.               | Dr. Rawad Hodeify              | Department Chair / Associate Professor - Medical Biotechnology,<br>AURAK                                 |
| 7.               | Mr. Alaa Mhanna                | Arab Bank                                                                                                |
| 8.               | <b>Mr. Malik Metahri</b>       | Chief Technical Officer, Julphar                                                                         |
| Special invitees |                                |                                                                                                          |
| 9.               | Dr. Prof. Ismail Matalaka      | President, RAKMHSU                                                                                       |
| 10.              | Prof. Ali Hasan Shibli Hajeer  | VP, Academic Affairs                                                                                     |
| Internal Members |                                |                                                                                                          |
| 11.              | Prof. Mohamed El-Tanani        | Dean, RAKCOP & VP Research (Member Secretary)                                                            |
| 12.              | Dr. Sathvik B.Sridhar          | Professor & Associate Dean                                                                               |
| 13.              | Dr. Bhoomendra Bhongade        | Professor & Chairperson, Pharm. Chemistry                                                                |
| 14.              | Dr. Shahnaz Usman              | Professor & Chairperson, Pharmaceuticals                                                                 |
| 15.              | Dr. Syed Arman Rabbani         | Chairperson In charge & Associate Professor (Invitee)                                                    |
| 16.              | Dr. Tarun Wadhwa               | Associate Professor (Invitee)                                                                            |





### 15. 3. RAKCOP Faculty profile (Page No. 146 as per 2023-24 catalog)

| Sl. | Name                            | Designation                                                         | Qualification                                                                                                                                                                            |
|-----|---------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Prof. Mohamed El-Tanani         | Vice President, Research and Post Graduate Studies and Dean -RAKCOP | PGCHET (Queen's University) (UK) (2006), Ph.D. (Clinical Biochemistry) (Liverpool Uni.) (UK)(1997), M. Phil. (Clinical Biochemistry) (Liverpool Uni.) (UK)(1993), Honors PG Diploma, DSc |
| 2   | Dr. Sathvik Belagodu Sridhar    | Professor & Associate Dean                                          | Ph.D - Pharmacy Practice (2008), M. Pharm - Pharmacy Practice (1999) (Rajiv Gandhi Uni. Of Health Sciences), B.                                                                          |
| 3   | Dr. Syed Arman Rabbani          | Associate Professor & Chairperson In-charge                         | Ph.D Pharmaceutical Medicine (2013); M. Pharm. (2010); B. Pharm (2008): Jamia Hamdard University, Delhi, India                                                                           |
| 4   | Dr. Bhoomendra Atmaram Bhongade | Professor& Chairperson - Pharmaceutical Chemistry                   | Ph.D-Pharmacy Medicinal Chemistry (2006) (Rajiv Gandhi Uni. Of Health Sciences), M.Pharm. -Pharmaceutical Chemistry (1997) (Karnataka Uni.), B.                                          |
| 5   | Dr. Shahnaz Usman               | Professor & Chairperson-Pharmaceutics                               | Ph.D - Pharmaceutics (2007), M.Phil. - Pharmaceutics (1998), B.Pharm. (1990) (University of Karachi), Pak                                                                                |
| 6   | Dr. Areeg Anwer Ali             | Professor                                                           | Ph.D-Pharmacology (2005); M. Pharm -Pharmacology (2000) (Hamdard Uni.),                                                                                                                  |
| 7   | Dr. Sirajunisa Talath           | Professor                                                           | Ph.D- Pharmaceutical Chemistry (2007), M. Pharm (2002) (Rajiv Gandhi Uni. Of Health Sciences),B.Pharm                                                                                    |



|    |                                           |                     |                                                                                                                                                                                                                                                                                                                                                         |
|----|-------------------------------------------|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8  | Dr. Ikramy Abdelraheem<br>Khalil Ibraheem | Professor           | Ph.D. – Pharmaceutics, Drug and Gene Delivery (2006), Hokkaido University, Hokkaido, Japan.<br>Master of Pharmaceutical Sciences - Pharmaceutics, Drug and Gene Delivery (2003), Hokkaido University, Hokkaido, Japan.<br>B.Pharm. (1997) Assiut University, Assiut, Ph.D (Clinical Pharmacy) (2014) (KLE Uni., India); M. Pharm. (2007) (MAHE, India); |
| 9  | Dr. Tarun Wadhwa                          | Associate Professor | Ph.D. (2004) (M.D. Univ. of India);                                                                                                                                                                                                                                                                                                                     |
| 10 | Dr. Adil Farooq Wali                      | Associate Professor | Ph.D - Pharmaceutical Sciences (2015), M. Pharm. (2012) (Kashmir Uni.), B. Pharm. (2006) (Punjab Tech. University):Ind                                                                                                                                                                                                                                  |
| 11 | Dr. Javedh Shareef                        | Assistant Professor | Ph.D - Pharmacy Practice (2016) (NITTE Uni.), M. Pharm. (2005) (Manipal Uni.), B.Pharm. (2001) (The Tamil Nadu MGR                                                                                                                                                                                                                                      |
| 12 | Dr. Syed Sikandar Shah                    | Assistant Professor | Ph.D – Clinical Pharmacy (2020) (Near East Uni.) (Cyprus), M.Sc.(2016) (Near East Uni.) (Cyprus), Pharm. D. (2014)                                                                                                                                                                                                                                      |



## **14 Assessment and Grading System**

### **14.1 Assessment Committee**

The RAKMHSU Assessment Committee consists of the Vice President (Academics) as the Chairperson, In-Charge of Assessment Office as a Secretary, Director, Clinical Education, Deans, Associate Deans, and Department Chairpersons of all the Colleges and other nominated faculty as Members. The Assessment Committee determines whether the students meet the general requirements for promotion. It is also responsible for the approving and announcing Assessment results, as well as taking actions for misconduct / malpractice during the assessments.

### **14.2 Time of Assessment**

All End-Semester Assessments will be held at the end of the semester, January/February and June/July months of the year. The timings for the Repeat Assessment depend on the announcement of the results of these exams, but in general, they are conducted within 6 weeks from the announcement of the results.

### **14.3 Requirements for Appearing in Assessment**

No student shall be allowed to appear for any Assessment during the semester if the student does not fulfill the minimum attendance requirement of 75%.

In addition, students need to achieve a score of 50% in Continuous Assessment to be qualified to take the End Semester Assessment.

Students scoring less than 50% in CA, even after Remedial Assessment shall repeat the semester.

#### **Attendance:**

The minimum attendance at scheduled teaching-learning in each course is set at 75%, and no further exemption is given for any reason, including medical problems and personal or family reasons.

A student must have a minimum of 75% attendance in each course at each continuous Assessment and end-semester Assessment.



If the attendance for any course in the semester/year is less than 60%, the student shall not be allowed to take the Assessment at the end of the semester in that course and will be required to repeat the whole semester for that particular course.

Students with less than 75% attendance in a particular course but more than 60% attendance at the end of the semester will not be eligible to appear for the End Semester Assessment. However, students will be allowed to compensate for the absence before the Repeat Assessment in a remedial process. The Chairperson and faculty members of each department ensure compliance with attendance rules through daily updates of attendance in the university management system (UMS) With prior written approval, leave sanctioned for students officially representing the university will be exempted from being counted as an absence. Such leave approval allows only absence from scheduled teaching-learning sessions and NOT Assessment. Any Assessment missed during such a period of absence will NOT be repeated or compensated except under regulations that apply to all other students.

Granting leave on prior written requests for sickness or other personal matters does not make the student eligible for attendance. All types of leave availed by the student in an academic year should not exceed 25% of teaching hours No student will be allowed to appear for the comprehensive Assessment if the attendance is less than 75% in any course. For the clinical clerkship/rotations, the attendance requirement is 95 % and 90% for master programs in Nursing and Pharmacy respectively.

**Note:** Attendance will be calculated from the date of commencement of the Semester and not from the date of registration of the student. If any student is unable to register on the day of the commencement of the Semester due to any reason, they should inform the Dean of the College immediately, giving reasons for the delay. Procedure for Notification of Absence:

If the student knows about an upcoming legitimate absence, the student should contact the faculty, the chairperson, and the Office of Student Affairs immediately to report the absence, including the reason for the absence. The implications for the absence (e.g., remediation, course grade adjustment, remedial exam, etc.) will be given to the student by the departmental



chairperson, and final decisions regarding these actions shall be taken in consultations with the Dean.

If the absence occurs due to an unforeseen emergency, the student should contact the chairperson and the Office of Student Affairs immediately to report the absence, including the reason for the absence. The implications for the absence (e.g., remediation, course grade adjustment, remedial exam, etc.) will be given to the student by the chairperson, and final decisions regarding these actions shall be taken in consultations with the Dean.

#### 14.4 Assessment Methodology

At RAKMHSU, the Assessment / Assessment methodology is to assess the student continuously throughout the semester. For this purpose, 40% weightage is given to the end-semester Assessment, and 60% weightage is given to various Assessments spread throughout the semester in the name of “Continuous Assessment”.

#### Number of MCQs and Duration for the Assessments

| CREDIT HOURS | Type | MID SEMESTER EXAM |            |                | END SEMESTER EXAM |             |                |
|--------------|------|-------------------|------------|----------------|-------------------|-------------|----------------|
|              |      | Marks             | Duration   | Total duration | Marks             | Duration    | Total duration |
| 2 CREDITS    | MCQ  | 15 marks          | 30 minutes | 105 minutes    | 20 marks          | 40 minutes  | 160 minutes    |
|              | ERE  | 25 marks          | 75 minutes |                | 40 marks          | 120 minutes |                |

The Dean has the authority to modify the number of questions and duration for the assessment following course learning outcomes and credit hour. Any change will be communicated to both students and the Assessment Office.

#### 14.5 Continuous Assessment:

The methodology for conducting various continuous Assessment components and their respective weightages are as follows:

##### A. Theory



- Multiple Choice Questions (MCQ)
- Restricted Response Essay (RRE) / Extended Response Essays (ERE)

#### B. Active Learning Component

- Problem-Based Learning (PBL)
- Team-Based Learning (TBL)
- Case Based Learning (CBL)
- Seminar
- Assignment
- Quiz (for MS in Pharmacy Programs)

#### C. Practical/Clinical

- Case studies/Care Plans
- Case Presentations
- Preceptor / Faculty evaluation
- Daily Reflective Diary, Patient Profile Form, Patient Care Activities, Report Evaluations ( for MS in Clinical Pharmacy)
- Objective Structured Clinical Assessment (OSCE)
- Viva D. Thesis
- Thesis report
- Viva

### **14.5.1 Mid Semester Assessment (Total Weightage 60% of Continuous Assessment)**

- There will be only one Assessment in the format of the end-semester exam which carries 60% weightage of continuous Assessment. The mid-semester Assessment shall be an approximately 2-hour Assessment comprising MCQ and/or RRE/ERE
- 75% attendance is mandatory to appear for the mid-semester assessment.
- For all students the percentage of attendance will be calculated from the date of commencement of the semester



- The Dean of the College will notify the students about the schedule of the Semester Assessment including the date, time, and venue.
- For clinical rotation courses, the mid-semester Assessment will be in the form of OSCE for MSN/MSM programs and a formal mid-rotation evaluation by the preceptor for MS in Clinical Pharmacy Program.

| Type of Assessment  | Percent weightage |
|---------------------|-------------------|
| Mid sem examination | 60                |
| Assignment          | 10                |
| Seminar             | 10                |
| PBL/TBL             | 10                |
| Quiz                | 10                |
| <b>Total</b>        | <b>100</b>        |

#### 14.5.2 Assignment

- Date of submission: The faculty shall fix the precise date of submission and once the date is fixed, the faculty must maintain the deadline.
- Topics: Different topics can be given to different students or different groups of students. The topics for the assignments can be announced at least 2 weeks in advance.
- The form of assignment will depend on the nature of the course and may consist of individual or group work.
- The faculty shall provide detailed guidelines to the students on the format of the assignment.

#### 14.5.3 Seminar

The students will be assessed during the seminar session taking into account the organization and content of the presentation, personal attributes, use of audio-visual aids, presentation skills and questions and answers.

1. Absence in Seminar: There shall not be any 'remedial' or 'repeat' for the Seminar.





2. Timings/Duration: Seminar to be conducted during the regular class hour for that particular course, always with prior announcements.
3. The students will be assessed on their problem-solving abilities and learning in team-based sessions. Each course will have PBL/ TBL sessions and their placement will be informed by the course faculty. The course faculty will decide the mode of Assessment of PBL activity which will be either in the form of submission of an assignment or presentation of a seminar. The TBL activity will be assessed by multiple-choice questions.
4. As a part of training, the student will do the peer and self-review, but this will not be added to the continuous Assessment.
5. There will be no repeat PBL.
6. The PBL ideally has to be integrated across several courses and the marks awarded will be taken into each of the courses equally.
7. When integrated PBL is not possible, individual course PBL can be planned. However, this will be solely at the discretion of the Dean of the College.

#### **14.5.4 PBL / TBL**

The students will be assessed on their problem-solving abilities and learning in team-based sessions. Each course will have PBL/ TBL sessions and their placement will be informed by the course faculty. The course faculty will decide the mode of Assessment of PBL activity which will be either in the form of submission of an assignment or presentation of a seminar. The TBL activity will be assessed by multiple-choice questions.

1. As a part of training, the student will do the peer and self-review, but this will not be added to the continuous Assessment.
2. There will be no repeat PBL.
3. The PBL ideally has to be integrated across several courses and the marks awarded will be taken into each of the courses equally.
4. When integrated PBL is not possible, individual course PBL can be planned. However, this will be solely at the discretion of the Dean of the College.



TBL will be scheduled at frequent intervals throughout the course. Each TBL consists of Individual readiness assurance test (I - RAT) and Team readiness assurance test (T-RAT). Weightage for I - **RAT is 40%** and **T- RAT is 60%**, to calculate the final grade achieved by each student for a particular TBL.

#### **14.5.5 Quiz**

There will be one quiz for each course per semester, and its placement will be notified at the beginning of the semester. A quiz can be in the form of Extended Response Essays (EREs) including case-based clinical scenario related questions relevant to the courses.

#### **14.5.6 Continuous Assessment in Practical/Clinical**

In courses with practical or clinical credit hours, the skills will be assessed using a variety of Assessment tools. The tools used, relative contributions, and frequency will depend on the nature of the course. This information is available in the individual course syllabus

#### **14.5.7 Remedial Exam**

A remedial exam of mid-semester Assessment can be conducted for the following students:

- a. Any student who wasn't allowed to appear for mid-semester Assessment because of lack of attendance but achieved 75% and above by the time when remedial mid-semester Assessment is planned
- b. Any student whose continuous Assessment marks are less than 50%, but whose attendance is 75% and above by the time when the remedial mid-semester Assessment is conducted.
- c. Any student who was absent in mid mid-semester Assessment with a genuine reason The remedial mid-semester Assessment to be conducted before the end of the semester with the portion covered till that date. There shall be no second remedial Assessment for any reason. Between the mid-semester and the remedial, the best of two raw marks are to be taken for final computation, with the provision that the overall continuous Assessment marks shall not exceed 70% after remedial Assessment marks are substituted for mid-semester Assessment marks. Students securing 50% or above in continuous Assessments are not allowed for remedial exams.



### **14.5.8 End Semester Assessment**

There will be an end-semester exam at the end of each semester for theory and practical/clinical for each course. The theory will consist of MCQ and RRE/ERE with a weightage as described in the course syllabi. The format of practical will vary with the nature of the course. This Assessment will contribute 40% to the overall mark of each component. For clinical rotation courses, the end-semester Assessment will be in the form of OSCE.

When the continuous Assessment marks and End Semester Assessment marks are summated, each student is expected to score a minimum of GPA 3.0 in each of the components separately in theory and practical/clinical components. A student who fails in theory or practical/clinical component will appear for the respective component only for Repeat Assessment.

### **14.5.9 Repeat Exam**

Any student who fails the course after the End semester Assessment may take the Repeat 1 Assessment within 6 weeks of the announcement of results. This test will be of a similar format to the End Semester Assessment. A student failing any courses/s at the repeat 1 Assessment will repeat the course/s. A student failing in only one component of a course (theory or practical/clinical) will take only the failed component in the Repeat Assessment.

#### **14.5.9.1 Repeat OSCE**

Any student who fails the End Rotation OSCE on the first attempt may take the Repeat OSCE within 6 weeks of the announcement of results. The format of Repeat OSCE will be similar to the End Rotation OSCE. A student failing to Repeat OSCE will repeat the respective Clinical Rotation (s) and will be required to re-register for that particular semester and retake the failed Clinical Rotation (s). However, the students will not repeat the rotations related to their Research Theses.

#### **14.5.9.2 Assigning Grades for the Repeat Exam**

By taking the Repeat 1 Examination, a student's maximum grade is restricted to 3.2 grade points with a C+ grade. The transcript identifies this as a Repeat 1 (R1) attempt.



#### **14.5.10 Progression**

If a student does not secure the minimum passing grade in more than two courses of Semester 1, he/she shall NOT be permitted to proceed to Semester II. Similarly, if a student does not secure the minimum passing grade in more than two courses of Semester II, he/she shall NOT be permitted to proceed to Semester III. Any failed course carried forward needs to be passed by the end of the following semester. Students who fail in more than two courses in a semester shall repeat the semester and retake the failed courses. In this instance, all components of the course shall be taken irrespective of whether the student previously failed all components or not. Any student who obtains less than 50% in continuous Assessment in any component even after the Remedial Assessment shall repeat the semester and re-take all components of the course. A student must obtain pass grades in all courses of a semester to complete the semester. Any student who does not achieve passing grades in all courses of any semester after the Repeat Assessment will be required to reregister for that particular semester and retake the failed course(s).

#### **14.6 Academic Dismissal**

Academic dismissal is the involuntary separation of a student from the University, when a student does not fulfill the attendance requirement of 75% in a semester or could not achieve a minimum GPA of 3.0, even after repeating a semester.

##### **14.6.1 Appeal procedure to revoke Academic Dismissal**

student may appeal for his Academic Dismissal by submitting a written request within five working days from the time the Academic Dismissal letter was signed and mailed to the Office of the Registration.

This written request must state the basis for appeal that would warrant modification of the student's status. The Assessment Office 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 Assessment Office will communicate the final decision to the student through the



Office of the Registration. During the interim period of appeal after the dismissal, the student is prohibited from attending any activity in the College/University.

### **14.7 Hall Ticket**

The following rules are applicable regarding hall tickets:

- The Assessment Office issues the Hall Tickets at least one week 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 or poor academic performance in continuous Assessment, the student might be barred from writing exams of such courses, and in such a case those courses will not be printed on the Hall Ticket.
- Hall tickets must be brought to the Assessment hall every day and presented to the invigilator prior to the Assessment.
- No faxed copies/photocopies of the hall tickets will be accepted by the faculty.
- A duplicate Hall Ticket will be issued only by the Assessment Office upon payment of required fee.

### **14.8 Dishonesty in Assessment**

All academic work and materials submitted for Assessment must be the work of the student. Cheating is not limited to copying from others' work and giving unauthorized assistance, but it also includes the use of devices or procedures for the purpose of achieving false scores in Assessment. Students are prohibited from submitting any material prepared by or purchased from another person or company.

Students are expected to take themselves seriously and act responsibly. If the student violates the rules of the Assessment, it will result in penalty ranging from a warning to dismissal from the University.



A faculty member who notices the cheating shall report the incident with full particulars to the respective Chief Superintendent, who will recommend the penalty to the Assessment Office. The decision of the President will be final.

### **14.9 Withdrawals**

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

### **14.10 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 the Registration. The period of postponement will be up to a maximum of one academic year during the entire period of study. The postponement period will be considered and calculated as part of the maximum study time limitation for the program, from the date of registration.

- a) Leave of absence for personal and non-medical reasons are processed by the Dean of the College upon receipt of a written request from the student.
- b) Leave of absence may be granted to students, who are in good academic standing (GPA > 3.0).
- c) For medical leave of absence, students must proceed through the Dean of the College to the Office of the Registration.
- d) Granting of medical leave will not entitle the student to appear for any exam if the attendance is less than 75%.

### **14.11 Course Grading System**

Students shall be assigned grades (letters) for each course in which they are examined. The letter reflects the student's achievement in the course. The minimum grade for passing a course is letter "C" and grades are written in letters according to the following table:

| Description | Grades | Points | Percentage |
|-------------|--------|--------|------------|
| Outstanding | A+     | 4.0    | 95-100     |
| Excellent   | A      | 3.8    | 90-94      |
| Very Good   | B+     | 3.6    | 85-89      |



|              |    |     |       |
|--------------|----|-----|-------|
| Good         | B  | 3.4 | 80-84 |
| Satisfactory | C+ | 3.2 | 75-79 |
| Pass         | C  | 3.0 | 70-74 |
| Fail         | F  | -   | < 70  |

#### **14.12 Grade Point Average / Cumulative 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 its credit hours, and dividing the total by the number of total credit hours taken during the semester.

The CGPA is the average of all the GPA of a given course during the entire program. Both GPA and CGPA are rounded to the nearest two decimal units.

#### **14.13 Grade Appeals**

A student may appeal against a grade of the end-semester Assessment within 5 working days from the announcement of the results of the end-semester Assessment by forwarding a written request to the Assessment Office. The Assessment Office shall call the respective Chairperson, and if necessary the Assessment Committee Meeting, to review the Assessment paper(s). Any change of grade will be informed to the student by the Assessment Office.

#### **14.14 Announcing of Grades**

The Grades will be announced as per the dates mentioned in the Academic Calendar for a given semester. Students wish to receive their grades electronically, may submit a request letter to the Office of the Registration.

#### **14.15 Graduation**

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



- a) Must have satisfactorily completed the program within the maximum study time limitation of respective programs (excluding internship wherever applicable) from the date of registration. This period is four years for full time study and six years for part time study.
- b) Must have met the attendance requirement of 75% separately for theory and practical classes in each semester.
- c) Must have achieved a CGPA of more than 3.0.
- d) Must have successfully completed the Dissertation / Thesis
- e) Must have completed all required coursework in the curriculum
- f) Must have earned at least 75% of total credits required for the program at RAKMHSU.
- g) The student becomes a degree candidate when the Department Chairperson, on the request of the faculty advisor, certifies that the student has completed the program and the University requirements for graduation and, consequently, recommends him/her to the Academic Council through the Dean for the conferring of the appropriate degree.
- h) 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.

### **14.16 Academic Honors**

Academic Honoring of the Master Degree is classified as follows:

1. CGPA 3.8 or higher Master with Distinction
2. CGPA 3.5 - 3.79 Master with Merit
3. CGPA 3.0 - 3.49 Pass

The Assessment Office issues the Students' Academic Honor List at the end of each academic year. To be placed on the Students' Academic Honor List, a student must:

- Have registered for the stipulated credits per semester, and have received no failing grades.
- Have at least a GPA of 3.8 or higher.
- Should have passed all course at the main University Assessment.
- Have no disciplinary action against him/her.





### **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 graduate programs will be awarded the honors. Award is given at the University Awards day.

### **b) President's Merit List**

Students who have successfully completed the graduate program with Distinction (CGPA of 3.80 and above) are listed in the President's Merit list. Award is given at the University convocation.

### **c) University Gold Medal**

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.

## **14.17 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.

Student may request transcripts of their academic record at the Office of the Registration upon written request approved by the Dean of the College, along with the prescribed fee.

## **14.18 Award of Degree**

Degree certificates in English and Arabic shall be processed by the Office of the Registration. To avail degree certificate, the student must satisfy graduation requirements. Degree certificates shall be issued during Convocation which will be held annually. It contains the following information:

- A statement of the degree attained including the date of convocation.



## 15. RAKMHSU Members

### 15.1 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      |

### 15.2 List of Senior Administrators

| S.No. | Name                                             | Designation                                                                                   |
|-------|--------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 1     | Dr. Ismail Ibrahim Ali Matalka                   | President                                                                                     |
| 2     | Dr. Ali Hasan Shibli Hajeer                      | Vice President - Academic Affairs                                                             |
| 3     | Dr. Mohamed El -Tanani                           | Vice President - Research and Acting Dean - RAK COP                                           |
| 4     | Dr. Elsheikh Elsiddig Elsheikh Ahmed Badr        | Executive Director- Center for Health Workforce Development and Professor- Community Medicine |
| 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 | Mr. Mohammad Danish                      | Sr. Manager - Human Resources                      |
| 11 | Mr. Naseeroddin Patel                    | Sr. Manager - IT Services                          |
| 12 | Ms. Rima Ghaleb Altaki                   | Sr. Manager - Registrations                        |
| 13 | Ms. Rasha Zakaria El Youssef             | Manager - Admissions & Marketing                   |
| 14 | Mr. John Emmanuel                        | Manager - Facilities Management                    |

### 15.3 RAKCOP Faculty Profile (MS Program)

| S.No. | Name of Faculty              | Designation                         | Degree / Institution                                                                                                                                                    |
|-------|------------------------------|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1     | Dr. Sathvik Belagodu Sridhar | Associate Dean- RAK COP & Professor | Ph.D - Pharmacy Practice (2008), M. Pharm - Pharmacy Practice (1999) (Rajiv Gandhi Uni. Of Health Sciences), B. Pharm. (1996), D. Pharm. (1991) (Bangalore Uni.): India |
| 2     | Dr. Areeg Anwer Ali          | Professor                           | Ph. D- Pharmacology (2005); M. Pharm -Pharmacology (2000) (Hamdard Uni.), B. Pharm. (1998) (Saurashtra Uni.): India                                                     |



|   |                        |                                                     |                                                                                                                                           |
|---|------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | Dr. Syed Arman Rabbani | Associate Professor & Chairperson In -Charge        | Ph.D Pharmaceutical Medicine (2013); M. Pharm. (2010); B. Pharm (2008): Jamia Hamdard University, Delhi, India                            |
| 4 | Dr. Tarun Wadhwa       | Associate Professor & Incharge Documentation Center | Ph.D. (Clinical Pharmacy) (2014) (KLE Uni., India); M. Pharm. (2007) (MAHE, India); B. Pharm (2004) (MDU, India)                          |
| 5 | Dr. Javedh Shareef     | Assistant Professor                                 | Ph.D - Pharmacy Practice (2016) (NITTE Uni.), M. Pharm. (2005) (Manipal Uni.), B. Pharm. (2001) (The Tamil Nadu MGR                       |
| 6 | Dr. Syed Sikandar Shah | Assistant Professor                                 | Ph.D - Clinical Pharmacy (2020) (Near East Uni.)(Cyprus), M. Sc.(2016) (Near East Uni.) (Cyprus), Pharm. D. (2014) Abasyn Uni.)(Pakistan) |