**GRADUATES COMMITTEE REPORT**

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| Institution  **Najran University** |
| College/ Department |
| **Year and semester to which this report applies** |
| **Location (if not on main campus) (M/F)** |

1. **Summary of graduates in the current semester**

|  |  |  |  |
| --- | --- | --- | --- |
| The number of graduates who have completed the internship period | | ……… | (…….%) |
| The number of graduates per semester since program start (using year/graduate graph) | | | |
| The highest GPAof graduates GP A | | ……… | (…….%) |
| Minimum GPA for graduates | | ……… | (…….%) |
| The average GPA for graduates | | ……… | (…….%) |
| The number of graduates outside the region of Najran | | ……… | (…….%) |
| The most important observations about the program (according to themes in the report) | ………………………………………………………………………………  ………………………………………………………………………………  ……………………………………………………………………………… | | |
| Proposals on the development of the follow-up policy of graduates | ………………………………………………………………………………  ………………………………………………………………………………  ……………………………………………………………………………… | | |
| A summary of what has been updated in the college website | ………………………………………………………………………………  ………………………………………………………………………………  ……………………………………………………………………………… | | |

1. **Summary of satisfaction rate of graduates (attach the graduate questionnaires)**

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| --- | --- | --- |
| Percentage of graduates satisfied with their classrooms and laboratories rate | ……… | (…….%) |
| Evaluation of graduates for library services (average estimates of the appropriateness of library services on an annual appreciation scale of five points for the final year students | ……… | (…….%) |
| Percentage of graduates since 6 months how are employed | ……… | (…….%) |
| Percentage of graduates since 6 months how are enrolled in the graduate study | ……… | (…….%) |
| Percentage of graduates since 6 months did not look for the employment or graduate study | ……… | (…….%) |
| Satisfaction of employment for professional and personal skills of the graduates of the program (average year) (Attached survey) | ……… | (…….%) |

1. **Summary of periodic meeting with graduates**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Number** | **Meeting period** | **Type of meeting activity (e.g. training course for developing skills)** | **Satisfaction rate of meeting** | **Notes** |
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1. **Policies and Procedures**

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| --- | --- | --- |
| **D.1. Number of available policies** | ………………………. | |
| **D.2. Statement of adopted policies only** | **Policy title** | **The level of policy activation (High, Medium, low or None)** |
| **………………………………………………………………** | ………………………. |
| **………………………………………………………………** | ………………………. |
| **………………………………………………………………** | ………………………. |
| **D.3. Improvement plan for policies** | **Statement of policies with low or none level of activation** | **Summary of planning Action** |
| **………………………………………………………………** | ………………………. |
| **………………………………………………………………** | ………………………. |
| **………………………………………………………………** | ………………………. |
| **………………………………………………………………** | ………………………. |

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| **Report complete by**: | **Signature** | **Date Report Completed** |
|  |  |  |
| **Approval of Measurement and Evaluation Committee by (if required):** | **Signature** | **Date** |
|  |  |  |
| **Department Council approval No:** | **Head of Department Council** | **Date** |
|  |  |  |

Note: all above signature are not required if report send by electronic administrative transactions