جامعة الأمير مساعد بن عبدالرحمن
Prince Musaid Bin Abdulrahman University
2011-1432

College of Administrative and Financial Sciences

STUDY PLAN PROJECT

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (BSBA) - MAJOR IN MANAGEMENT

2026

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Introduction

As a specialization, administration is at the heart of business management. Administration graduates are equipped with competencies that enable them to draw and administer integrated plans for the units and institutions they serve, in addition to the ability to supervise and control through sound decision-making processes. They also have skills in project administration and supervision in the wide sense of the word.
The focus of administration as a specialization is to prepare administrators according to scientific methods and standards, enabling them to carry out their jobs in planning, organizing, advising, and supervising. They are also trained to take up institutional jobs in the areas of finance, human resources, operation management, marketing, and research and development, in addition to their ability to contribute to the relationship between their employer and employer's peer institutions.

College of Administrative and Financial Sciences Dean's Word

In the name of God, the most gracious, the most merciful.

We praise God, and seek His help and guidance, pray, and greet the most honorable of creation and messengers, our prophet Muhammad, may God bless him and grant him peace.
Management science is applied to all aspects of our lives to achieve desired goals. Therefore, the Department of Business Administration at the College of Administrative and Financial Sciences focuses on theoretical fundamentals and updated global practices, which in turn refine students' skills and develop their knowledge by qualifying students to contribute, innovate, and develop in the field of business administration with its theory and classifications that are included in the business administration program. Starting from the fundamentals of administration through projects management, operations management, developing strategies, and tools to help in marketing science practices, and do not forget quality control and behaviors that must be followed inside and outside organizations, whether profit or non-profit organizations. Finally, the program includes technology management and knowledge management to make the appropriate decisions and use its tools. Also, how to manage small businesses and entrepreneurship within their various types, due to the importance of those topics correlated to the Kingdom's Vision 2030 and its impact on the local economy.
To prepare students and adapt them to the Saudi market and apply the theories and knowledge they have acquired through the business administration program over the four years, students apply and practice what they have learned in intensive cooperative training at the end of the bachelor's program to empower them achieving their practical goals in the future. In addition, there are three master's programs in cooperation with Colorado University to meet the market need to expand students' horizons of in-depth and focused knowledge in the field of business administration.

God grants success,
Dr. Sulaiman Al-Azzaz

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The Importance and Reasons for Creating the Program

As a specialization, administration is at the heart of business management. Administration graduates are equipped with competencies that enable them to draw and administer integrated plans for the units and institutions they serve, in addition to the ability to supervise and control through sound decision-making processes. They also have skills in project administration and supervision in the wide sense of the word.

The focus of administration as a specialization is to prepare administrators according to scientific methods and standards, enabling them to carry out their jobs in planning, organizing, advising, and supervising. They are also trained to take up institutional jobs in the areas of finance, human resources, operation management, marketing, and research and development, in addition to their ability to contribute to the relation between their employer and employer's peer institutions.

The BA in Business Administration aims at preparing a specialized workforce and developing the skills and competencies needed for meeting the requirements of the job market in both public and private sectors.

The graduates of the program are expected to:

1. Show understanding for practicing administrative jobs in various organizations.
2. Specify objectives for administrative units and organizations.
3. Distribute tasks and responsibilities among employees and specify the areas of authorities within the organization.
4. Encourage and stimulate employees to fulfill the organizations' objectives.
5. Evaluate performance and following standard procedures.
6. Suggest and draw long-term policies and plans.
7. Specify and envisage opportunities, challenges and threats to the organization from the surrounding external environment.
8. Utilize up-to-date technologies in the administrative operations.

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Program Objectives

1. Contribute to the development of managerial practices.
2. An effective use of the learning technologies to achieve the learning outcomes of the program.
3. Provide balance of academic knowledge with practical applications.
4. Contribute to the development of best-in-class methods of teaching and learning in the field of management and business.
5. Assure a high compliance of the targeted learning outcomes to the market labor required skills.
6. Encourage reflective, strategic, and analytical skills in making business decisions.
7. Promote the sense of ethics and social responsibility within Saudi business and governmental organizations.
8. Fulfill the requirements of accreditation bodies nationally (NCAAA) and internationally (AACSB).

Duration of Study in the Program

8 Semesters

Total Credit Hours: (130)

The total credit hours in this program are 130, and divided as follows:

- 34 credits as university requirements
- 57 credits as college requirements
- 33 credits as department requirements
- 6 credits of field experience/internship

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Program Learning Outcomes

Knowledge and Understanding	
K1	Recognize the fundamental concepts, principles and theories in business discipline applicable at the local or global level.
K2	Recognize the complexity of current information, micro and macro business models, business practices and strategies in management and other related fields of management.
K3	Describe how competitive global environments are changing business practices and the influence of culture and cultural diversities on business environment in the field of management.
Skills	
S1	Demonstrate effective skills in written and verbal communications using appropriate technologies and tools.
S2	Show an ability to integrate the concepts of the core areas of business field.
S3	Develop critical and analytical thinking for effective opportunity in identification, problem solving and decision-making for business issues.
S4	Identify appropriate management and leadership styles for different situations
Values, Autonomy, and Responsibility	
V1	Demonstrate effective and collaborative interpersonal skills in a team setting.
V2	Recognize and apply academic integrity, professional code of conduct and ethical standards in business practice.

Career Opportunities for Graduates of the Program

The program in Business Administration Qualifies graduates that are capable of operating in various managerial positions including but not limited to:

- CEO, Director, General Manager, Head of Section, Division Manager.
- Administrative Developer, Business Engineering, Organizing Specialist.
- Planning Manager.
- Administrative Inspector, Assistant Administrative Inspector.
- Administrative Monitor, Administrative Monitor Assistant.
- Monitor Staff Affairs, Checker Staff Affairs.
- Administrative Services Supervisors.
- Management Analyst, Business Data Analyst.
- Business development coordinator.
- Business Operations Manager.
- Business Systems Consultant
- Client Relational Specialist.
- Customer Service Representative.
- Recruiting Specialist.
- Social and Community Service Manager.
- Meeting, Convention and Event Planner.
- Executive Assistant.

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University Mission, Vision, and Goals

Mission
Providing high-quality flexible education which utilizes technology and modern teaching methods to all segments of society, and contributing to the production, dissemination, and utilization of knowledge to achieve social, cultural, and economic development.

Vision
Lead the utilization of technology in education to contribute to national development.

Goals

1. Provide outstanding education to empower learners to achieve their academic and professional aspirations.
2. Build a leading regional role in e-learning.
3. Grow in digital innovation and Techpreneurship.
4. Enhance engagement with communities across the Kingdom.
5. Achieve fiscal sustainability and expenditure efficiency.

College of Administrative and Financial Sciences Mission, Vision, and Goals

Mission
Providing qualitative and distinguished programs in various fields of administrative and financial sciences using the latest educational technologies and modern learning styles to graduate qualified students with administrative and financial skills and knowledge to contribute to achieving economic, cultural, and social development.

Vision
The College of Administrative and Financial Sciences aiming to be a pioneer in the field of teaching administrative and financial sciences at the local and regional levels using modern educational techniques.

Goals

1. Providing distinguished programs to enable learners to achieve their academic and professional ambitions in administrative and financial sciences.
2. Qualitative contribution to achieving excellence and a culture of innovation in the art and science of management.
3. Providing learners with skills and knowledge of high quality and efficiency while using the latest educational technologies and modern learning styles.
4. Developing scientific research in administrative and financial sciences.
5. Obtaining local and international academic accreditations.

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6. Strengthening local and international communication and partnerships with specialized bodies in the field of administrative and financial sciences.
7. Activating community service by providing consultations, programs, workshops, seminars, and training and educational meetings.

BSBA – Management – Mission, Vision, and Goals

Mission

To graduate competent managers and leaders with advanced business knowledge by providing students with high-quality blended learning, distinct teaching competencies, and advanced managerial skills, allowing them easy integration in the Kingdom's dynamic business environment and favoring innovation and entrepreneurship spirit.

Vision

The program of Business Administration aims at producing managers and developing their skills and abilities to keep pace with the needs of the labor market in public institutions and private sectors.

Goals

The program of business administration aims at producing managers and developing their skills and abilities to keep pace with the needs of the labor market in public institutions and the private sector. In addition to this main goal, the program seeks to:

1. Contribute to the development of managerial practices.
2. An effective use of the learning technologies to achieve the learning outcomes of the program.
3. Provide a balance of academic knowledge with practical applications.
4. Contribute to the development of best-in-class methods of teaching and learning in the fields of management and business.
5. Assure high compliance of the targeted learning outcomes with the market labor required skills.
6. Encourage reflective, strategic, and analytical skills in making business decisions.
7. Promote a sense of ethics and social responsibility within Saudi business and governmental organizations.
8. Fulfill the requirements of accreditation bodies nationally (NCAAA) and internationally (AACSB).

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Business Administration Programs' Alignment with the Institutional Mission and Goals

Bachelor of Business Administration Mission Alignment with Prince Musaid bin Abdulrahman University Mission

		PMUMission		
		Provide outstanding education to all segments of society	that contribute to the production, dissemination, and utilization of knowledge	in achieving social, cultural, and economic development
Program Mission	To graduate competent managers and leaders with advanced business knowledge by providing students with high quality blended learning, distinct teaching competencies, and advanced managerial skills allowing them an easy integration in the Kingdom's dynamic business environment, favoring innovation and entrepreneurship spirit.	x	X	x

Bachelor of Business Administration Goals Alignment with Prince Musaad bin Abdulrahman University Goals

	PMU Goal 1	PMU Goal 2	PMU Goa 13	PMU Goal 4	PM Goa 15
Contribute to the development of managerial practices	x				
An effective use of the learning technologies to achieve the learning outcomes of the program		x			
Provide balance of academic knowledge with practical applications	x				
Contribute to the development of best-in-class methods of teaching and learning in the field of management and business			x		
Assure a high compliance of the targeted learning outcomes to the market labor required skills				x	
Encourage reflective, strategic, and analytical skills in making business decisions.					x
Promote the sense of ethics and social responsibility within Saudi business and governmental organizations				x	
Fulfill the requirements of accreditation bodies nationally (NCAAA) and internationally (AACSB)	x				

Bachelor of Business Administration Mission Alignment with College of Business Administration Mission

		CAF Mission		
		Providing qualitative and distinguished programs in various fields of administrative and financial sciences using the latest educational technologies	graduate qualified students with administrative and financial skills and knowledge	contribute to achieving economic, cultural, and social development.
Program Mission	To graduate competent managers and leaders with advanced business knowledge by providing students with high quality blended learning, distinct teaching competencies, and advanced managerial skills allowing them an easy integration in the Kingdom's dynamic business environment, favoring innovation and entrepreneurship spirit.	x	x	x

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BSBA in Management Goals Alignment with College of Business Administration Goals

	CAF Goal 1	CAF Goal 2	CAF Goal 3	CAF Goal 4	CAF Goal 5	CAF Goals 6	CAF Goals 7
Contribute to the development of managerial practices	x						x
An effective use of learning technologies to achieve the learning outcomes of the program		x	x				
Provide balance of academic knowledge with practical applications				x			
Contribute to the development of best-in-class methods of teaching and learning in the field of management and business	x		x				
Assure a high compliance of the targeted learning outcomes to the market labor required skills						x	
Encourage reflective, strategic, and analytical skills in making business decisions.	x						x
Promote the sense of ethics and social responsibility within Saudi business and governmental organizations		x					
Fulfill the requirements of accreditation bodies nationally (NCAAA) and internationally (AACSB)					x		

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Graduate Attributes Alignment

Institutional Graduate Attributes: Students are expected to:

1. **Core Knowledge**: Demonstrate high level understanding of the fundamentals, processes, and contributions associated with academic discipline.
2. **Critical Thinking**: Employ critical thinking skills, by applying knowledge, for making well-reasoned arguments and effective decisions.
3. **Personal Responsibility Skills**: Practice the lifelong skills needed in all social, economic, mental, and emotional health aspects.
4. **Technological Mastery**: Illustrate effective utilization of technological tools and methods relating to the program of study.
5. **Ethics & Values**: Utilize skills that exhibit ethical behavior to characterize accountable, responsible and contributing citizens to society.
6. **Community Engagement**: Recognize the social and environmental responsibilities through the participation of extra-curricular activities.
7. **Teamwork**: Demonstrate team spirit and leadership skills in a collaborative and inclusive environment.
8. **Innovation and Entrepreneurship**: Ability to generate creative ideas, identify opportunities, and develop innovative solutions for business challenges.

	SEUGA 1	SEUGA 2	SEUGA 3	SEUGA 4	SEUGA 5	SEUGA 6	SEUGA 7
Core Knowledge of Business Discipline	x						
Analytical and problem-solving skills		x					
Strong ethical behavior in business practices					x		
Teamwork skills							x
Innovation and Entrepreneurship		x		x			

Admission Requirements

Admission to the university is competitive according to the weighted percentage and available seats, provided that the applicant fulfills the following conditions:

- The applicant must be a Saudi national, or a valid legal resident in the Kingdom of Saudi Arabia.
- The applicant must have a high school diploma or its equivalent from inside or outside the Kingdom.
- The applicant for academic programs in the College of Health Sciences must have a high school diploma with a scientific track.
- There is no requirement for a male or female student to take specific years to graduate from high school or its equivalent.
- The applicant must be medically fit.
- The applicant must have a valid score in the general aptitude test as determined by the Education and Training Evaluation Authority or the entity conducting the test.
- The applicant must have a valid score in the English language test, either STEP or IELTS, as determined by the Education and Training Evaluation Authority or the entity conducting the test. (Obtaining standardized test scores supports the applicant's candidacy in the admission process but is not considered a fundamental requirement for university application).

Admission Steps

- Access the Admission Portal and review the admission requirements and academic programs available for applicants in the university branches in the Kingdom of Saudi Arabia.
- Check the timeline for the admission phase to know the start and closing dates of the application portal, the results announcement date, and the deadline for announcing admission results.
- Fill in the required information accurately through the application link.
- Ensure the completion of the admission application.
- Select the study program carefully and confirm the order of preferences (if applicable).
- Monitor the application status in the Admission Portal regularly.
- Admission is based on competitive selection according to admission criteria, seat availability, and the ranking of preferences among applicants after the specified electronic application period.
- The applicant is required to pay the fees and complete the remaining procedures to obtain the final admission after the announcement of preliminary admission results.

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Program Study Plan

The Bachelor of Business Administration - Major in Management program contains 42 courses, distributed over 8 semesters. The program is only offered in English.

University Requirements: (34 Credits)

- **CI001**: Academic Skills
- **COMM001**: communication skills
- **CS001**: Introduction to AI
- **ENG001**: English language Skills
- **ISLM101**: Introduction to Islamic culture
- **ISLM102**: Professional Conduct & Ethics in Islam
- **ISLM103**: Islamic Economic System
- **ISLM104**: Social System and Human Rights
- **MATH001**: Fundamentals of Math

College Requirements: (57 Credits)

- **ACCT101**: Principles of Accounting
- **ACCT301**: Cost Accounting
- **ECOM101**: E-Commerce
- **ECOM201**: Introduction of E-Management
- **ECON101**: Microeconomics
- **ECON201**: Macroeconomics
- **FIN101**: Principals of Finance
- **LAW101**: Legal Environment of Business
- **MGT101**: Principles of Management
- **MGT201**: Marketing Management
- **MGT211**: HR Management
- **MGT301**: Organizational Behavior
- **MGT311**: Intro to Operations Management
- **MGT321**: Into to International Business
- **MGT322**: Logistic Management
- **MGT401**: Strategic Management
- **MIS201**: Management of Information Systems
- **STAT101**: Statistics
- **STAT201**: Quantitate Methods

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Department Requirements: (33 Credits)

- **MGT312**: Decision Making and Problem Solving
- **MGT323**: Project Management
- **MGT324**: Public Management
- **MGT402**: Entrepreneurship & Small Business
- **MGT403**: Knowledge Management
- **MGT404**: Organization Design and Development
- **MGT421**: Communications Management
- **MGT422**: Business Ethics & Social Responsibility
- **MGT325**: Management of Technology
- **MGT424**: Quality Management
- **MGT425**: Spreadsheet Decision Modeling

Field Experience/ Internship: (6 credits)

- **MGT430**: Internship

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Program Structure

#	Course Code	Course Title	Credit hours	Pre-requisites
1	ACCT101	Principles of Accounting	3	First Year
2	ACCT301	Cost accounting	3	ACCT101
3	CI001	Academic Skills	2	
4	COMM001	Communication Skills	2	
5	CS001	Introduction to AI	3	
6	ECOM201	Introduction to E-Management	3	MGT101
7	ECON101	Microeconomics	3	Passing First Year
8	ECOM101	E-Commerce	3	
9	ECON201	Macroeconomics	3	
10	ENG001	English language Skills	8	
11	ENG001	English language Skills (Continued)	8	
12	FIN101	Principles of Finance	3	ACCT101
13	ISLM101	Introduction to Islamic culture	2	Passing First Year
14	ISLM102	Professional Conduct & Ethics in Islam	2	
15	ISLM103	Islamic Economic System	2	ISLM101
16	ISLM104	Social System and Human Rights	2	ISLM102
17	LAW101	Legal Environment of Business	3	Passing First Year
18	MATH001	Fundamentals of Math	3	
19	MGT101	Principles of Management	3	Passing First Year
20	MGT201	Marketing management	3	MGT101
21	MGT211	H.R Management	3	MGT101
22	MGT301	Organizational Behavior	3	MGT211
23	MGT311	Intro to Operations Management	3	MGT101 STAT101
24	MGT312	Decision Making and Problem Solving	3	MGT101
25	MGT321	Intro to International Business	3	
26	MGT322	Logistics Management	3	MGT101
27	MGT323	Project Management	3	MGT311
28	MGT324	Public Management	3	MGT101
29	MGT401	Strategic management	3	MGT201 FIN101
30	MGT402	Entrepreneurship	3	MGT101
31	MGT403	Knowledge Management	3	MGT101
32	MGT404	Organization Design and Development	3	MGT101
33	MGT421	Communications Management	3	MGT101
34	MGT422	Business Ethics and Organization Social	3	

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		Responsibility		
35	MIS201	Management of information systems	3	MGT101
36	STAT101	Statistics	3	Passing First Year
37	STAT201	Quantitative Methods	3	STAT 101
38	MGT325	Management of Technology	3	MGT101
39	MGT424	Quality Management	3	MGT101
40	MGT425	Spreadsheet Decision Modeling	3	MGT101
41	MGT430	Internship	6	After Completing 90 credit hours
Total Credits			**130**	

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Program Structure by Levels

First Year

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ENG001	English Language Skills	8	
2	CS001	Introduction to AI	3	
3	COMM001	Communication Skills	2	
4	ENG001	English Language Skills (Continued)	8	
5	MATH001	Fundamentals of Math	3	
6	CI001	Academic Skills	2	

Level three

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ISLM101	Introduction to Islamic culture	2	Passing First Year
2	STAT101	Statistics	3	Passing First Year
3	LAW101	Legal Environment of Business	3	Passing First Year
4	ECON101	Microeconomics	3	Passing First Year
5	MGT101	Principles of Management	3	Passing First Year
6	ACCT101	Principles of Accounting	3	Passing First Year

Level Four

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ISLM102	Professional Conduct & Ethics in Islam	2	STAT101
2	STAT201	Quantitative Methods	3	ACCT101
3	FIN101	Principles of Finance	3	MGT101
4	MGT201	Marketing Management	3	MGT101
5	MGT211	H.R Management	3	-
6	ECOM101	E-Commerce	3	STAT101

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Level Five

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ECON201	Macroeconomics	3	
2	MIS201	Management of Information system	3	MGT101
3	ECOM201	Introduction to E-Management	3	MGT101
4	MGT301	Organizational Behavior	3	MGT 211
5	MGT311	Intro to Operations Management	3	MGT101 STAT101
6	MGT312	Decision Making and Problem Solving	3	MGT101

Level Six

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ISLM103	Islamic Economic System	2	ISLM101
2	ACCT301	Cost Accounting	3	ACCT101
3	MGT321	Intro to International Business	3	-
4	MGT322	Logistics Management	3	MGT101
5	MGT323	Project Management	3	MGT311
6	MGT 325	Management of Technology	3	MGT 101

Level Seven

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	ISLM104	Social System and Human Rights	2	ISLM102
2	MGT401	Strategic Management	3	MGT201 FIN101
3	MGT324	Public Management	3	MGT101
4	MGT403	Knowledge Management	3	MGT101
5	MGT 424	Quality management	3	MGT 101

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Level Eight

#	Course Code	Course Title	Credit Hours	Pre-Requisites
1	MGT404	Organization Design and Development	3	MGT101
2	MGT421	Communications Management	3	MGT101
3	MGT402	Entrepreneurship	3	MGT101
4	MGT422	Business Ethics and Organization Social Responsibility	3	Department
5	MGT430	Internship	6	Complete 90 credit hours

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Program Courses Descriptions

Course Title	**Academic Skills**
Course Code	CI001
Pre-requisite(s)	None
Credit hours	2
Contact hours	2
Course Description	The course aims to enable students develop their own self-management and organize their competence and abilities to achieve successful in both academic university years and professional life in the future. The course focus in three main skills and knowledge: learning teaching process, research and methods of research and thinking skills.

Course Title	**Communication Skills**
Course Code	COMM001
Pre-requisite(s)	None
Credit hours	2
Contact hours	2
Course Description	This course deals with communication skills as a tool for achieving personal psychological and social adaptability. It is one of the key skills in the self-development department. Moreover, it focuses on the methodology that enables students to be aware of conscious communication and positive interaction with the society, to find a balance and integration in the student's personality aspects (Mentally, Physically and emotionally) in order to accomplish this the course learn the following: The definition of the nature of communication and its elements, types and characteristics, objectives and efficient communication and tools, the relationship between verbal and non-verbal communication, and self-concept, and disclosure of the self, the skill of persuasion, personal interviews, personal abilities sought by sectors, the skill of writing a resume, skill diction and effective presentation.

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Course Title	Introduction to AI
Course Code	CS001
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This multidisciplinary course introduces university students to the foundational concepts, techniques, and real-world applications of Artificial Intelligence (AI). Designed for learners from all academic backgrounds, the course presents AI in a clear, accessible manner—without requiring advanced mathematics or programming skills. Through engaging examples and practical case studies, students will explore how AI systems make decisions, solve problems, and adapt to various environments. The course also includes hands-on experience with modern AI tools and cloud-based platforms, enabling students to apply AI concepts in realistic scenarios. Ethical and societal implications of AI are also discussed to foster responsible and informed use of intelligent technologies

Course Title	English Language Skills
Course Code	ENG001
Pre-requisite(s)	None
Credit hours	8
Contact hours	8
Course Description	English 001 is an intensive course of study in the fundamentals of the English language. It is delivered using a blended model of learning where students are exposed to face to face classes with native English speakers, after which they compound their learning by studying online where they perform a number of interactive activities. Students are also given the opportunity to use their language in online virtual classes every week. The course aims to develop a competent use of English in the four skills: reading, writing, listening, and speaking, as well as communication in order to prepare them for their chosen Degree. The passing of the course requires passing the STEP exam with a minimum of 83 points.

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Course Title	**Fundamentals of Math**
Course Code	MATH001
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course will address the outcomes of introductory and intermediate algebra. Topics include: basic algebraic properties, integers, simplifying and factoring polynomials, solving, and graphing linear equations and inequalities, solving systems of equations in two and three variables, functions, rational expressions, quadratic and rational equations and inequalities, absolute value, graphing systems of equations and inequalities, and other selected topics. Applications will be emphasized, and numeric, algebraic, and graphical modes will be used.

Course Title	**Introduction to Islamic Culture**
Course Code	ISLM101
Pre-requisite(s)	None
Credit hours	2
Contact hours	2
Course Description	The Islamic Culture course is one of the university requirements for all male and female students at the Prince Musaid bin Abdulrahman University. It is studied at one of the student's academic levels according to the vision of the college to which the student is affiliated, and it is taught by a member of the Islamic Studies Department Faculty.

Course Title	**Professional Conduct & Ethics in Islam**
Course Code	ISLM102
Pre-requisite(s)	None
Credit hours	2
Contact hours	2
Course Description	The Professional Conduct & Ethics in Islam course is one of the university requirements for all male and female students at the Prince Musaid bin Abdulrahman University. It is studied at one of the student's academic levels according to the vision of the college to which the student is affiliated, and it is taught by a member of the Islamic Studies Department Faculty.

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Course Title	**Islamic Economic System**
Course Code	ISLM103
Pre-requisite(s)	ISLM101
Credit hours	2
Contact hours	2
Course Description	This course aims to introduce students to crucial economic issues and the significance of studying them. Throughout the course, students will learn about insurance, its pillars, and characteristics, the stock exchange, its divisions, role, and legal rulings, as well as money laundering and its concept, effects, characteristics, forms, objectives, and controls. The course also delves into economic globalization, its meaning, objectives, tools, and effects, as well as electronic banking transactions, their benefits and risks. Lastly, the course covers inflation and its economic impact. By the end of the course, students will have a strong command of these essential economic concepts.

Course Title	**Social System and Human Rights**
Course Code	ISLM104
Pre-requisite(s)	ISLM102
Credit hours	2
Contact hours	2
Course Description	The Social System and Human Rights course is one of the university requirements for all male and female students at the Prince Musaid bin Abdulrahman University. It is studied at one of the student's academic levels according to the vision of the college to which the student is affiliated, and it is taught by a member of the Islamic Studies Department Faculty.

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Course Title	Principles of Management
Course Code	MGT101
Pre-requisite(s)	Passing First Year
Credit hours	3
Contact hours	3
Course Description	This course combines management theory and practices, placing emphasis on the development and application of competencies required for effective leadership, including planning, motivating, organizational control, change management, and decision-making, using current domestic and global business issues in the context of ethical, team-centered organizations. The course includes practice in conflict resolution and mediation, fostering the improvement of working relationships, using activities that integrate emotional intelligence and communication skills that help created a productive work environment.

Course Title	Marketing Management
Course Code	MGT201
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	Marketing has emerged as a key function within successful organizations. It is expected that the marketing professional be able to analyze their market, craft the right message, and develop and execute a plan that effectively reaches the target audience. Students will explore how to manage the marketing function within an organization, including market analysis, target marketing, branding, advertising, and marketing mix manipulation.

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Course Title	**H.R Management**
Course Code	MGT211
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course introduces the human resource function and related elements and activities. The course outlines the roles and functions of members of the human resources (HR) department as well as educating others outside HR in how their roles include HR-related activities. The student will learn about the evolution in human resources management (HRM). Emphasis is placed on the modern- day importance of HRM and the new corporate view of the function. Additionally, the student will be exposed to the view of HRM from the perception of both management and subordinate employees. The importance of maintaining fair and equitable compensation and benefit programs will be discussed. The student will be exposed to practical situations and problem-solving regarding areas of employee counseling, discipline, and termination. Equal Employment Opportunity will be discussed for the student to understand its need, importance, and the legal issues surrounding it. Other critical areas of training and development, staffing, and strategy will also be explored.

Course Title	**Organizational Behavior**
Course Code	MGT301
Pre-requisite(s)	MGT211
Credit hours	3
Contact hours	3
Course Description	Course Description This course focuses on the analysis of human work behavior at the individual, interpersonal, team and organizational levels. Emphasis is on the development of interpersonal competencies to allow individuals to effectively work as managers or professionals in the rapidly changing, team-oriented, culturally diverse, and technologically integrated global climate facing modern organizations. The roles of leaders, followers, and teams, and their influence on the culture and performance of an organization are addressed through the analysis of key organizational behavior concepts and related cases. Face to Face (F2F) and Virtual (online) classes will each be held once per week. Please refer to your class schedule for the days and times of these classes. Your professor will provide instructions on how to attend the virtual class. Participation in these classes is mandatory, and to do well in this course, it is expected that you attend all sessions. If there is some reason you cannot attend a class, please notify your professor.

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Course Title	Intro to Operations Management
Course Code	MGT311
Pre-requisite(s)	STAT10 1 MGT10 1
Credit hours	3
Contact hours	3
Course Description	Operations Management is one of the three major functions of business including; Marketing, Operations, and Finance/Accounting. This introductory course introduces the student to Operations Management; how products and services are created and delivered to the customer. Concepts and applications of operations management will be explored in a variety of business sectors. The course aims to familiarize students with the issues and problems confronting the company, especially the operations managers. It will also provide the concepts, insights, and tools to deal with these issues for gaining competitive advantages through managing and improving the operational capabilities of the organization.

Course Title	Decision Making and Problem Solving
Course Code	MGT312
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course focuses on the development of individual and team decision-making and problem-solving skills. Real world domestic and global issues will be analyzed, diagnosed, and evaluated through the application of a variety of quantitative and qualitative tools and techniques used to arrive at effective decisions and solutions.

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Course Title	Intro to International Business
Course Code	MGT321
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course addresses the factors that affect international business and business expansion. Discussion topics include demographic, economic, political, natural resource, technology, and cultural characteristics and the role they play in the advancement of multinational enterprises. Challenging business and legal issues in Asia, South and Central America, Europe, the Middle East, and North America including the United States shall be covered in the content presented to students. Face to Face (F2F) and Virtual (online) classes will each be held once per week. Please refer to your class schedule for the days and times of these classes. Your professor will provide instructions on how to attend the virtual class. Participation in these classes is mandatory, and to do well in this course, it is expected that you attend all sessions. If there is some reason you cannot attend a class, please notify your professor.

Course Title	Logistics Management
Course Code	MGT322
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	Course Description This course explores the transportation and logistics concepts within supply chains. Topics covered will include tools and techniques used in the design and operation of transportation and logistics systems and global issues in transportation and logistics management. In addition, “Quick Response” scenarios used to handle transportation and logistics issues, in the event of natural and non- natural disasters.

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Course Title	Project Management
Course Code	MGT323
Pre-requisite(s)	MGT311
Credit hours	3
Contact hours	3
Course Description	This course surveys the theory and practice of project management in the context of technical and human resource constraints. Students learn to apply the knowledge, skills, tools, and techniques for project activities necessary to meet project requirements. Software is used for the development and execution of project plans. Taking a systematic approach, the course follows the main process areas in a project's life cycle, including approaches prescribed by PMI's Project Management Body of Knowledge.

Course Title	Public Management
Course Code	MGT324
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course introduces students to management principles and practices, with a focus on public agency administration. We begin with a discussion on the nature of public administration and move to organization theory and the effect of structure on administrative behavior. We will also examine the people side of government organizations as well as management and leadership within organizations.

Course Title	Management of Technology
Course Code	MGT325
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course provides in-depth coverage of the role of information systems in business organizations, with a focus on their applications and current issues facing managers and users. Lectures, discussions, presentations, and student project work will promote an understanding of the strategic importance of information systems, their impact on people and organizations, the many ways they can improve work practices, and the ways they can improve products and services.

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Course Title	Strategic Management
Course Code	MGT401
Pre-requisite(s)	MGT20 1 FIN101
Credit hours	3
Contact hours	3
Course Description	The course examines the processes of formulating and implementing strategies, and the critical thinking behind the multifaceted role of organizations in complex business environments. Focuses on strategy issues in and between a range of commercial and public organizations, from entrepreneurial firms to multinational corporations.

Course Title	Entrepreneurship
Course Code	MGT402
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course helps students develop skills necessary to start and operate a business. Students will develop an awareness of the opportunities for business ownership and develop the planning skills needed to start and grow a business. Students will explore the traits and characteristics of successful entrepreneurs and develop necessary skills in research, planning, operations, and regulations affecting business. The capstone event for this course is the development and presentation of a formal business plan suitable for submission to potential backers.

Course Title	Knowledge Management
Course Code	MGT403
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course introduces student to understand the importance of Knowledge for business and management. It presents key concepts and processes of knowledge management and demonstrates them on case studies to understand how knowledge could be maintained, developed, and shared among company personnel. Focus will be on models, processes and application of Knowledge Management and its use to create the competitive advantage.

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Course Title	Organization Design and Development
Course Code	MGT404
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course aims to highlight the organization design process and its development. First, it focuses on developing an understanding about the basics of organizational design, the organizational design principles to manage change, keeping the design aligned with the needs of the firm and the different forms of organizational structure. Second, the course presents the different perspectives of an Organization Development at the individual, group, and organizational levels of analysis. Theoretical models will be considered, along with real-world examples of organizations that have or have not benefited in the past, or that might or might not benefit in the future, from Organization Development interventions. Students will learn how to use theoretical models to evaluate, and will learn, also, how to evaluate theoretical models in terms of their research and work experience.

Course Title	Communication Management
Course Code	MGT421
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	Employers are demanding business school students with strong communication skills. Covers the theory and process of communication in today's knowledge and information-intensive organizations. Develops oral and written communication skills, including professional presentations. Focuses on the role of interpersonal and team-based communication in building more effective business relationships.

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Course Title	Business Ethics and Organization Social Responsibility
Course Code	MGT422
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course focuses on the application and evaluation of scholarly articles, case studies, and real-life ethical dilemmas using an ethical decision-making model. Students will evaluate personal value systems; individual, leadership-driven, organizational, and community ethical issues; and the social responsibilities of global organizations. The course will culminate in an in-depth analysis of a real-life ethical dilemma based on an authentic organization.

Course Title	Quality Management
Course Code	MGT424
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course provides students with understanding and knowledge of the philosophies and methods used to improve effectiveness and efficiency of organizational processes. Quality concepts from Juran and Deming will be discussed along with more current quality concepts such as six-sigma, black-belt quality associates, and total quality management (TQM). In addition, issues applying quality concepts to global companies will be explained.

Course Title	Spreadsheet Decision Modeling
Course Code	MGT425
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course provides an introduction to several quantitative methods used to facilitate complex decision-making in business, with applications in many different industries, at different levels in the organization, and with different scopes of decisions. The power of the methods covered in this class is further enhanced by implementing them in spreadsheet software, which allows complex problems to be approached and solved in a straightforward and understandable manner.

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Course Title	**Internship**
Course Code	MGT430
Pre-requisite(s)	Complete 90 Hours
Credit hours	6
Contact hours	6
Course Description	The internship provides qualified students with an opportunity to receive professional training and experience in an actual work environment. This Internship is an ongoing seminar between the student, the faculty member and the employment supervisor. It involves an Internship Application and Learning Agreement, periodic meetings with the faculty representative, professional experience at a level equivalent to other senior-level courses and submission of material as established in the Internship Application.

Course Title	**Statistics**
Course Code	STAT101
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course introduces the student to statistics with business applications. The course covers both descriptive and inferential statistics. Topics included are: measures of central tendency; measures of dispersion; graphical displays of data; linear regression; basic probability concepts; binomial and normal probability distributions; confidence intervals; and hypothesis testing of mean, proportion for one or two populations. The course also covers ANOVA and hypothesis tests for Goodness of Fit. These topics will be covered using a basic knowledge of algebra and Microsoft Excel.

Course Title	**Legal Environment of Business**
Course Code	LAW101
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This is a survey course to address everyday legal problems encountered in business with an emphasis on the areas of contracts, agency, employment, property, business organizations, and cases relating to these and other areas.

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Course Title	Microeconomics
Course Code	ECON101
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	Introduction to Microeconomics is an introduction to economic theory involving the examination of how decision making by firms and individuals is shaped by economic forces. Emphasis is placed on demand, supply, market equilibrium analysis, and basic market structure models. The invisible hand as the driving force for economic decisions as well as market externalities are discussed. The class concentrates on providing a balanced approach to studying economic agents' behavior and the global implications and outcomes.

Course Title	E-commerce
Course Code	ECOM101
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	Electronic commerce is the exchange of information and transactions between organizations via computers. While E-commerce has been with us for a while, its more recent implementation via the Internet has enormous implications for marketing and communication. Students will evaluate the strategic implications of E-commerce as well as issues of planning, developing, and implementing E-commerce solutions for marketing.

Course Title	Quantitative Methods
Course Code	STAT201
Pre-requisite(s)	STAT101
Credit hours	3
Contact hours	3
Course Description	This course addresses the importance of applying quantitative methods and analysis to the solution of business problems using structured problem solving and specialized data analysis software tools. Some of the methodologies covered are linear programming, PERT/CPM analysis, time series and decision tree analysis and data mining.

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Course Title	**Introduction to E-Management**
Course Code	ECOM201
Pre-requisite(s)	MGT101
Credit hours	3
Contact hours	3
Course Description	This course aims to introduce students to electronic management and the effects that Information Communication Technologies (ICT) has on the management process. The functions of virtual managers will be highlighted in the context of managing virtual teams, resolving conflicts, and leading from a distance. Students will also be introduced to virtual communication and politics, in addition to the characteristics of virtual management in leading teams in cases of High-Risk and Catastrophic Events.

Course Title	**Macroeconomics**
Course Code	ECON201
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course will teach students the basic tools of macroeconomics and how to apply them to real world economic policy. Emphasis is placed on studying the economy as a whole. Issues of inflation, unemployment, the role of fiscal and monetary policies in stabilizing the economy, the role of government policy in promoting long-term economic growth and growth are discussed in the context of the global economic system. The course will be structured around the tools (models) of macroeconomics using primarily graphs, and occasionally equations. However, motivation for these tools and examples of their use will always be taken from current and real-world macroeconomics events and conditions.

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Course Title	**Management of Information Systems**
Course Code	MIS201
Pre-requisite(s)	None
Credit hours	3
Contact hours	3
Course Description	This course provides an introduction to information systems for business and management. It is designed to familiarize students with organizational and managerial foundations of systems, the technical foundation for understanding information systems, the role of information systems in enhancing business processes and management decision making across the enterprise, and the process of building and managing systems in organizations. The course will provide, also, students with information systems knowledge that is essential for creating successful and competitive firms. Learning activities include hands-on projects, application software exercises, and a running case study. Face to Face (F2F) and Virtual (online) classes will each be held once per week. Please refer to your class schedule for the days and times of these classes. Your professor will provide instructions on how to attend the virtual class. Participation in these classes is mandatory, and to do well in this course, it is expected that you attend all sessions. If there is some reason you cannot attend a class, please notify your professor.

Course Title	**Principles of Accounting**
Course Code	ACCT101
Pre-requisite(s)	Passing First Year
Credit hours	3
Contact hours	3
Course Description	This course is an introduction to accounting, emphasizing how general-purpose financial statements communicate information about the business corporation's performance and position for users external to management. Approximately one-third of the course emphasizes how the accountant processes and presents the information and includes exposure to recording transactions, adjusting balances, and preparing financial statements for service and merchandise firms according to established rules and procedures. Additionally, the course examines major elements of financial statements such as cash, receivables, inventory, long-lived assets, depreciation, payroll, bonds, and other liabilities and stocks.

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Course Title	Financial Accounting
Course Code	ACCT201
Pre-requisite(s)	ACCT101
Credit hours	3
Contact hours	3
Course Description	Financial accounting is the basic means of recording and reporting financial information in a business. After reviewing how accounting functions as an information development and communication system that supports economic decision-making and provides value to entities and society, students will discover the uses and limitations of financial statements and related information and apply analytical tools in making both business and financial decisions. Topics examined include those related to corporate financial position, operating results, cash flows, and financial strength. Students will study the basic accounting system and will be shown how the various accounting alternatives for recording financial transactions impact on the usefulness of the information provided for decision-making. During coverage of relevant topics, reference will be made to recent lapses in ethical reporting and the resulting impact on the financial markets and society.

Course Title	Cost Accounting
Course Code	ACCT301
Pre-requisite(s)	ACCT101
Credit hours	3
Contact hours	3
Course Description	This course provides students with practical cost accounting procedures with emphasis on job order process costs, standard cost and profit planning including differential costs, internal profit and price policies, and capital budgeting.

Course Title	Introduction to Accounting Information Systems
Course Code	ACCT402
Pre-requisite(s)	ACCT10 1 MIS201
Credit hours	3
Contact hours	3
Course Description	This course creates a framework for accounting information systems by combining knowledge about business as it relates to information systems, information technology, and accounting. Students will examine the REA enterprise ontology as it relates to databases that can be used to store and retrieve information for decision-making

	within an organization. Students learn that in the competitive organizations of today and tomorrow, accountants cannot simply prepare and report information; they must take a more active role in understanding and creating systems and processes that impact the organization's bottom line.

Course Title	**Tax and Zakat Accounting**
Course Code	ACCT422
Pre-requisite(s)	ACCT201
Credit hours	3
Contact hours	3
Course Description	This course introduces the theoretical foundations and applications of accounting in tax systems and the Zakat system. Particular emphasis is placed upon the measurement of taxable income and funds subject to Zakat, and the preparation of Tax and Zakat reports. Saudi Taxes Law is presented in a way to assist students in understanding factors affecting doing Business environment in Saudi Arabia. Moreover, Tax inspection skills and techniques are presented in addition to Accounting for Zakat within different legal entities and enterprises.

Course Title	**Principles of Finance**
Course Code	FIN101
Pre-requisite(s)	ACCT101
Credit hours	3
Contact hours	3
Course Description	This course is designed to survey the field of finance and provide the foundation for more advanced finance coursework. Topics include sources of business and financial information, financial statement analysis, the time-value-of-money, the nature and measurement of risk, financial institutions, investments, and corporate finance.

Course Title	**Corporate Finance**
Course Code	FIN201
Pre-requisite(s)	FIN101
Credit hours	3
Contact hours	3
Course Description	This course provides an introduction to the theory, the methods, and the concerns of corporate finance. The main topics include: 1) the time value of money and capital budgeting techniques; 2) uncertainty and the trade-off between risk and return; 3) security market efficiency; 4) optimal capital structure, and 5) dividend policy decisions.

Course Title	Banks management
Course Code	FIN401
Pre-requisite(s)	FIN101
Credit hours	3
Contact hours	3
Course Description	The aim of this course is to provide a good grasp of both the basics (the structure and environment of banking) and selected aspects of the applied economics of the modern banking firm. It aims to develop a deeper understanding of best management practices in the modern banking lines, and to enable students to envisage change and change management in the banking sector. The course highlight topics such as financial institution performance evaluation, risk management, portfolios, and liquidity sources of funds.

Course Title	Financial Institutions and markets
Course Code	FIN402
Pre-requisite(s)	FIN101
Credit hours	3
Contact hours	3
Course Description	This course provides an overview of the financial system. The roles of financial intermediaries, financial markets, financial institutions, and central banks are discussed in the context of global economy. In addition, Student will study the structure of financial markets and examine the international financial system, discussion the completion issues among the financial industry.

Course Title	Web Design
Course Code	IT404
Pre-requisite(s)	None
Credit hours	3
Contact hours	
Course Description	This course presents introductions to many of the basic concepts, issues, and techniques related to designing, developing, and deploying websites. During the course, students will learn about Web design, HTML, XHTML, basic JavaScript, Dynamic HTML, and Cascading Style Sheets (CSS). Students will learn how to create sites both manually and through the use of website development software. Note This is a technology course in a technology program, and it requires the purchase of software that may be used in subsequent courses as well as being suitable for commercial work beyond completion of degree studies.

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Course Title	E-Marketing
Course Code	ECOM301
Pre-requisite(s)	MGT201
Credit hours	3
Contact hours	3
Course Description	Common strategies for the marketing of goods and services via the Internet range from public relations and corporate communications to advertising and electronic commerce. Students investigate and evaluate various marketing and communication strategies and tactics for the World Wide Web. An emphasis is placed on critical evaluation skills as well as website planning, development, design, and other factors which contribute to a website's success.

Course Title	E-Business Strategies & Business Models
Course Code	ECOM421
Pre-requisite(s)	MGT401
Credit hours	3
Contact hours	3
Course Description	This course exposes students to contemporary management thinking, methods, and strategies necessary to effectively build and manage e-business systems. Based on the strategic management methodology, students will apprehend the process of formulating and implementing strategies in an e-Business environment. In addition, the course introduces students to the process of translating business strategies to an operational business model. Students will learn how company generates sales and achieves profitability and the development of an innovative business model helps entrepreneurs create a sustainable competitive advantage.

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Assessment Methods

The SEU uses different methods and ways of assessment for each curriculum to measure the extent of effectiveness of the teaching strategies based on the targeted learning outcomes, where the student's academic performance is to be evaluated as per the strategies of evaluation contained in the academic plans and curriculum descriptions. The assessment can't be changed unless the procedures of developing the plans and academic programs are implemented.

The university shall follow the following methods of evaluation to measure the students' performance during the academic year as follows:

1. Course Work including (Assignments, Quizzes, Projects, Case Studies, Discussion Board, etc.)
2. Midterm Examination
3. Final Examination.

The marks of the curriculum are distributed on the assessment methods as follows:

The evaluation method	The ratio of the total marks of the curriculum
Course Work	40%
Midterm Examination	20%
Final Examination	40%

A. First: Course Work

The philosophy of the SEU, in its education system, depends on applying several different types of assessment strategies in every curriculum through the specification of several assignments that the student shall do during the term to be provided with different skills and to be able to solve all problems. The assignments include the following types: (The written reports and essays, problem-solving, objective tests, discussions, and the oral presentations) and all assignments shall be provided electronically via (Blackboard) according to the date of the assignment delivery specified previously. In addition, all tasks provided shall be checked to detect the ratio of similarity via the tool of Blackboard Safe Assign plagiarism checker. The students shall be provided with the obtained mark as well as the feedback via Blackboard. The process of discussing the tasks and assignments shall be done electronically via the tool of Blackboard discussion board.

B. Second: (Midterm/Final Examination)

The SEU organizes unified final examinations of all branches. At the same time, all faculty members, who teach the curriculum, shall participate in preparing their questions under the supervision of a committee under a presidency of a coordinator from the faculty members specified by the scientific department that the curriculum follows.

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Students Services

#	Services	Description	Link to the Services
1	Academic advising	Academic advising is the task assigned to faculty members to help students with their academic achievement in the best possible way through guidance and introduction to the rules and regulations. Academic advising also helps students choose the appropriate major that matches their interests, as well as helping students to overcome any problems, whether social or academic, that may impact their learning progress.	Academic Advising (seu.edu.sa)
2	Study and Exam and rules and regulations	Clarification of all regulations and procedures implemented at the university, including but not limited to: • Academic procedures guide for a university student. • Disciplinary Regulations at Prince Musaid bin Abdulrahman University. • Course Equivalency in Prince Musaid bin Abdulrahman University. • Rules for providing absence excuses from lectures and exams.	Rules and Regulations (seu.edu.sa)
3	Student Care Center	The Student Care Center has been established to provide a supportive and stimulating university environment for adhering to values and for the scientific and psychological growth of university students, in an effort to prepare generations capable of contributing to the nation's development.	Student Care Center (seu.edu.sa)
4	Student Fund	Student Fund Department is an	Student Fund

	Department	independent financial and administrative department which is directly linked to His Excellency the President of the University through the Student Fund Department Council, which is chaired by the Dean of Admission and Student Affairs at the University and aimed at contribution to supporting student trips and parties with a social, cultural, and educational goal. As well as fund student projects with a social, cultural, and educational goal.	Department (seu.edu.sa)
5	Student Clubs	Student clubs invest in the youthful aspirations to propel them towards a promising future and foster their social, cultural, and academic development through four clubs: • Entrepreneurship Business Club • Nazaha Clubs • Ataa Volunteer Club • Women Empowerment Club	Student Clubs (seu.edu.sa)
6	Academic Assistant	This service is designed to provide assistance with college-related inquiries, including registration, technical issues, and e-exams. It can be accessed through electronic services.	Electronic Services Login

Contact Us

Department / Unit	Email
Admission Department	admissions@seu.edu.sa
Registration Department	registration@seu.edu.sa
Academic Advising	cafaa@seu.edu.sa
Alumni Affairs Department	graduation@seu.edu.sa
Psychological Advising Unit	pscu@seu.edu.sa

Social Advising Unit	scu@seu.edu.sa
Scholarship Unit	student.scholarship@seu.edu.sa
Talented and Innovative Unit	tis@seu.edu.sa
Student Affairs Department (Student Activities)	S.affairs@seu.edu.sa
CAF Student Clubs and Activities	caf.activities.clubs@seu.edu.sa
CAF Internship (Cooperative Training)	caf.coop@seu.edu.sa
CAF Alumni Affairs	caf.alumni@seu.edu.sa
Access problems to Student Services and beneficiary support	Iamsupport@seu.edu.sa

For any other enquiries, please raise a ticket through Daam system.