

## Mechanism for identifying outstanding, talented and failing students in the chemistry program

### Mechanism for identifying outstanding students:

They are students whose averages exceeded 4.75 out of 5. The Advising Unit pays special attention to them, as they are counted each semester in cooperation with the academic advisors for students, holding meetings with them, honoring them, and involving them in the activities and committees of the college.

### Mechanism for identifying talented students:

Talented students are outstanding students who have talent. Students are counted and identified by the Student Forum Committee for each semester, as it is accused of sending advertisements to students wishing to participate and highlight their talents. They are framed and refined by specialized arbitration committees at the college level, and the winners are honored among them.

### Mechanism for identifying failure students:

Failure students are identified by course professors and academic advisors, and follow-up on their attendance and academic achievement (follow-up academic records for students) since the beginning of the semester until their problems are counted, followed up, and up-to-date with their level.

## Follow-up and evaluation of failing students:

### 1) Defining the struggling student: The student is defined through the following procedures:

- The level of the general academic achievement of the student:  
The cumulative GPA is less than 2 out of 5 (this means  
That the student has received a warning or an academic warning).

### 2) Mechanism for identifying struggling students:

- The struggling students are identified by course professors and academic advisors, and their attendance and academic achievement are followed up (follow-up of students' academic records) from the beginning of the semester until their problems are counted, followed up, and their level is kept up to date.

### 3) Determine and identify the problems that struggling students suffer from:

- The problems that the struggling students suffer from through the academic advisor are determined and identified, through individual and group counseling, using the models of the Academic Advising Unit.

- Some students with special cases are referred to the academic advising unit, which diagnoses their problems and finds solutions for them.
- The need to identify the reasons and factors that led to academic delays, such as lack of organization of time, inability to memorize and recall, weak wit of students, failure to solve homework, poor follow-up at home, the student's hatred of the subject, the existence of circumstances that prevent him from studying, or for reasons related to the course instructor or the curriculum and other reasons.

#### 4) Determining areas of failure and defining ways and means of care:

The Committee for Follow-up of Failing Students in the Academic Advising Unit, through academic advisors, studies the cases of struggling students and determines the best ways to deal with them. The following procedures are used in dealing with them:

- ✓ Holding meetings between the academic advisor and the student to determine the cause of academic failure, and work to solve these causes, whether academic, social, or psychological.
- ✓ Contacting the student's guardian in some cases, informing him of the student's academic failure and finding out its reasons.
- ✓ If the stumbling is due to psychological and health conditions, then the solution is done through the academic advisor, as well as the Committee for dealing with Psychological and Social Conditions

(Specialists in psychology and psychological counseling in the Academic Advising Unit).

- ✓ If the reason for stumbling is due to the inability to comprehend or academic achievement, then the reasons for that are studied with the student, and those reasons are treated by taking appropriate.

corrective measures through rehabilitation courses.

- ✓ Courses that have a high rate of student faltering, such as English and Mathematics, are identified and communicated with departments to provide additional lectures for these courses for faltering students.

#### 5) Suggesting and defining ways to solve problems and follow up on resolving the problems suffered by the struggling students:

- ✓ Organizing a meeting with the students who failed academically, and holding meetings with the teachers of the courses who were late in them to discuss the reasons for the delay and guide them to the best ways to improve their academic level, after the results of the semester work and the mid-term and semester exams.
- ✓ The academic advisor communicates with the Academic Counseling Committee by submitting a monthly report to the Academic Counseling Unit regarding these students using the academic advisor's identification and follow-up form for failing students.

\* Corrective procedures followed for students who fail in the event of inability to absorb or collect through: -

- ✓ The focus of the faculty member on the students who fail to motivate them to participate and deliver during the lecture and stimulate their study skills.
- ✓ Encouraging the student to visit the course instructor during office hours to inquire about any issue that the students need further clarification on.
- ✓ The academic advisor provides advice on how to organize the student's time outside the university and guides him to ways of studying well according to an organized schedule.
- ✓ The academic advisor encourages students to participate in student activities at various levels in the deanship and the university, as participation is key for students to adapt to university life and raise their academic level.
- ✓ Guiding students by the academic advisor and course professor on how to use the university's electronic portal, the digital library, and the e-learning system.

**6) Evaluating the performance of failing students to determine the extent to which the objectives of the mechanisms are achieved:**

The performance of defaulting students is evaluated to determine the extent to which the objectives of the mechanisms are achieved through the following procedures:

- Through improvement in the cumulative GPA and semester GPA, and a comparison between the pre and post-GPA.
- By following up on the improvement in academic achievement in the subjects in which the student failed.

### Models used:

The following indicative models were used:

- An academic and student counseling form for a male / or female student.
- Individual indicative case form.
- A group counseling form.
- A form (a form to assist a struggling student at the university).
- A model for counting and following up with the academic advisor for students who fail to study.
- Form for counting and following up with the academic advisor for outstanding and gifted students.
- Case study form.

Academic Advising Committee

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