

**Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department**



Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing academic programs and course descriptions to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses/subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college, and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills, and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name:

Faculty/Institute: Al-Kut University College.....

Scientific Department: . Department of Medical Laboratory
Technologies.....

Academic or Professional Program Name: .. Bachelor's degree.....

Final Certificate Name: Bachelor of Science in Medical Laboratory
Technology.....

Academic System: ... COURSES

Description Preparation Date: 2024\4\16

File Completion Date: 2024\4\16

Signature:

Head of Department Name:

Date:

Signature:

Scientific Associate Name:

Date:

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department:

Date:

Signature:

1. Program Vision

- Establishing specialized medical laboratories
- Creating postgraduate studies (master's and doctorate) in pathological analysis specializations
- Hosting pathological analysis specialists from prestigious universities in the world in order to raise the academic level of graduates and place them in the ranks of colleges in prestigious universities.

2. Program Mission

The program mission is written here as stated in the university's catalog and website.

3. Program Objectives

1- The graduate must be proficient in the process of drawing blood and dealing with all laboratory samples, collecting and transporting them, with the ability to deal with all laboratory equipment.

2 - The graduate must be proficient in microbiology examinations with the necessary knowledge of how to use all the necessary techniques to diagnose the bacterial causes of diseases and be able to give the correct opinion on this subject while conducting examinations in all branches of life, including viruses, fungi, parasites and bacteria.

3 – The graduate should be able to study clinical immunology and identify the immune mechanism responsible for the pathogenesis of common immune diseases. And to distinguish the different diagnostic methods as well as the important differential examinations for each disease and conduct them.

4 – The graduate should be able to practice basic skills in chemistry and be familiar with how to prepare solutions of different concentrations, in addition to diagnosing organic and life materials and conducting laboratory tests related to biochemistry, including hormones and others.

5 – The graduate must be proficient in the histology subject, prepare histological sections for that purpose, and conduct all partial tests, pathological parameters, and staining for histological sections.

6 – The graduate should be able to deal with what happens with blood transfusion and donation, diseases acquired through blood transfusion, and conduct all laboratory tests related to hematology.

7 – Its ability to deal with all modern technologies, including DNA analysis and forensic medicine

4. Program Accreditation

Does the program have program accreditation? And from which agency?

5. Other external influences

Quality Assurance Program of the Ministry of Higher Education and Scientific Research

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements				
College Requirements				
Department Requirements				
Summer Training				
Other				

* This can include notes whether the course is basic or optional.

7. Program Description

Credit Hours		Course Name	Course Code	Year/Level
practical	theoretical			
4	2	General Chemistry	ML11	First-year
4	2	Anatomy & Medical Terminology	ML12	
4	2	Human biology	ML13	
3	1	Lab. Instrumentation	ML14	
--	2	Medical Ethics	ML15	
2	1	Computer Application	ML16	
--	1	Human rights	ML17	
	1	English Language	ML18	
4	2	Medical Microbiology	ML21	Second Year
4	2	Clinical Biochemistry	ML22	
2	2	Human physiology	ML23	
2	2	Histology	ML24	
4	2	Molecular Biology	ML25	
4	2	Medical parasitology	ML26	

	1	English Language	ML27	Third year
3	2	Histopathology	ML31	
3	2	Hematology	ML32	
2	2	Virology & Mycology	ML33	
2	2	Clinical Chemistry	ML34	
3	2	Cytogenetic	ML35	
2	2	Immunology	ML36	
2	2	Advanced laboratory technique	ML37	
2	1	Computer Application	ML38	
	1	English Language	ML39	
4	2	Clinical Immunology	ML41	Four year
4	2	Diagnostic Microbiology	ML42	
4	2	Advance Clinical biochemistry	ML43	
4	2	Parasitology	ML44	
4	2	Blood transfusion	ML45	
2	3	Histopathology	ML46	
	1	Laboratory Management	ML47	
	1	English Language	ML48	
2	1	Biostatic	ML49	
5		Project	ML410	

8. Expected learning outcomes of the program

Knowledge	
Knowledge and understanding The ability to apply knowledge of anatomy and identify different parts of the body	
Skills	
Developing the student's ability to think and extract information from books, lectures, and laboratories	
General and transferable skills (other skills related to	

employability and personal development.)	
Ethics	
Learning Outcomes 4	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

9. Teaching and Learning Strategies
<p>Method of giving lectures.</p> <ul style="list-style-type: none"> – Self-learning, discussion panels. – Exercises and activities in the classroom, focusing on the practical and laboratory aspects. – Directing students to some websites to benefit from them to develop their capabilities

10. Evaluation methods
<ul style="list-style-type: none"> – Participation in the classroom. – Providing various activities. – Not less than four semester written exams during the academic year, in addition to the theoretical final exam <p>And practical.</p> <ul style="list-style-type: none"> – Assignments and reports to solve questions in the form of extracurricular activities

11. Faculty
Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer

Professional Development
Mentoring new faculty members
Briefly describe the process used to mentor new, visiting, full-time, and part-time faculty at the institution and department level.
Professional development of faculty members
Briefly describe the academic and professional development plan and arrangements for faculty such as teaching and learning strategies, assessment of learning outcomes, professional development, etc.

12. Acceptance Criterion
Central admission to the Ministry of Higher Education and Scientific Research)

13. The most important sources of information about the program
Student guide for central admission prepared by the Ministry of Higher Education and Scientific Research

14. Program Development Plan

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4

- Please tick the boxes corresponding to the individual program learning outcomes under evaluation.

Course Description Form

1. Course Name:	
Anatomy	
2. Course Code:	
Anatomy and Terminology	
3. Semester / Year:	
Second semester/2024	
4. Description Preparation Date:	
16/4/2024	
5. Available Attendance Forms:	
Official working hours	
6. Number of Credit Hours (Total) / Number of Units (Total)	
Number of hours (6) / Number of units (4)	
7. Course administrator's name (mention all, if more than one name)	
Name: M.Sc. Ali Majid Attei M.Sc. Mohammed Talal Jafer Email:	
8. Course Objectives	
Course Objectives	Anatomy and medical terminology aims provide the student with knowledge of medical terminology and the components of medical terminology, and to demonstrate the importance of communicating through medical terminology as well as knowledge of anatomy, body parts, cavities, as well as identifying the functions of different body parts.
9. Teaching and Learning Strategies	
Strategy	<ul style="list-style-type: none"> - Self-learning, discussion panels. - Exercises and activities in the classroom, focusing on the practical and laboratory aspects. - Directing students to some websites to benefit from them to develop their capabilities. - Solving problems as extracurricular assignments

10. Course Structure

Week	Subject
1	Introduction to anatomy and human body
2	Level of organization
3	Anatomical positions
4	Body regions and cavities
5	Body planes and sections
6	Directional terms
7	Tissues and membranes
8	Upper limb
9	Lower limb
10	Thorax
11	Abdomen
12	Pelvis
13	Head and neck
14	Musculoskeletal system: Bones, joints and muscles
15	Digestive system I: Digestive tract
16	Digestive system II: Accessories and glands
17	Cardiovascular system: heart and blood vessels
18	Lymphatic system
19	Respiratory system
20	Nervous system I: Central nervous system: brain and spinal cord
21	Nervous system II: Peripheral nervous system and cranial nerves
22	Nervous system III: Autonomic nervous system
23	Special senses
24	Endocrine system
25	Urinary system
26	Reproductive system
27	Gynecology, pregnancy, and childbirth
28	Embryology
29	Childhood, growth and development

11. Course Evaluation

Participation in the classroom.

Providing various activities.

- Not less than four written semester exams during the academic year, in addition to the theoretical final exam

And practical.

- Assignments and reports to solve questions in the form of extracurricular activities.

12. Learning and Teaching Resources

Required textbooks (curricular books, if any)	
Main references (sources)	
Recommended books and references (scientific journals, reports...)	
Electronic References, Websites	