



## Education Policy

### First Semester 2020/2021

Based on the decree of the Higher Council of Education no. 13, dated 24/8/2020, that endorsed the Hybrid Learning System at AASTMT, the education plan for the first semester 2020/2021 will be implemented according to the following procedures:

#### **Registration:**

- Students with a GPA of 2 or above 2 shall register online, whereas those with a GPA of less than 2 shall have their registration procedures completed by the academic advisor online.
- Education and Study Regulations shall be applied to all students who are under probation, on academic warning as well as the underachievers.
- Students who have not paid the tuition fees shall not be recorded on the main registration system or be allowed to attend lectures after the registration deadline.

#### **Hybrid Learning Policy**

##### **On line Learning:**

- The electronic educational platform AASTMT Moodle shall be abided by as the only official educational platform to provide academic material, lectures, assignments, assessments, and file keeping in addition to making use of all available facilities, the electronic book platform, Kortext, and the licensed Zoom platform for virtual classes.
- The platforms shall be accessible to all part-time lecturers and assistant staff through AASTMT Computer Networks Centre.
- Each college shall use only one means of communication with its students.
- Electronic mails @aast.edu shall be activated for all students and staff members.

##### **In Class Learning:**

- Students' physical presence on campus: Freshers shall attend classes for two days weekly, whereas all other students shall attend once a week and a



maximum of two days weekly (except for students of the College of Maritime Transport and Technology).

- The maximum number of students in class shall not exceed 50% of class capacity in observance of social distancing in classes and labs while abiding by the following:
- Lectures shall be distributed over six days a week starting from 8:30 am to 6:30 pm.
- The number of students in each class shall not exceed 30 students, combine classes in online lectures is not permitted.
- All timetables shall comply with the decrees of the Higher Council of Education.
- Education and Study Regulations shall be implemented as regards students' attendance whether online or in class.
- Students' exams shall be administered during scheduled lecture times.

#### Assessment and Evaluation:

- Education and Study Regulations shall be implemented while abiding by the following rules:
- Seventh and twelfth-week evaluations may be based on a continuous assessment carried out through separate and gradually progressing assignments, projects, quizzes, and exams.
- Should the final exams be held within AASTMT campuses; all precautionary measures are to be observed.
- All Education and Study Regulations shall be in effect regarding the various assessments and the final exams in grading, points, and Grade Point Average.
- The stipulation that students must obtain a score of no less than 30% of the (40 marks) for final assessment to pass a course, shall be in effect.

#### Academic Integrity:

- Students must observe academic integrity in all the assignments and tasks they submit and faculty members will review submitted work through the Turnitin plagiarism checker tool.
- Education and Study Regulations, Student Code of Conduct, are to be abided by.



- Penalties for violating exam rules and academic integrity as stipulated in the Regulations will be enforced in addition, penalties will be imposed as per the following:

	<b>Violation</b>	<b>Penalty</b>
<b>1.</b>	Identical Answers for two or more students or answers exceeding 30% quotations from sources	<ul style="list-style-type: none"><li>• The failing grade F shall be recorded to violating students in the course where the violation has taken place.</li><li>• Withdrawal of all courses registered in the academic term he/she is enrolled in</li></ul>
<b>2.</b>	Posts or comments related to the answers of the exam on social media while the exam is being held.	<ul style="list-style-type: none"><li>• The exam for the violating student shall be canceled and the grade F in the course where the violation has taken place shall be recorded.</li></ul>
<b>3.</b>	Repeating a violation in more than one course by the same student.	<ul style="list-style-type: none"><li>• The student shall receive the grade F in all courses registered in the academic term he/she is enrolled in.</li></ul>
<b>4.</b>	The submission of inappropriate content within academic work or via channels of communication to the faculty member, course lecturer, or assistants which are deemed as verbal or physical harassment.	<ul style="list-style-type: none"><li>• The student shall receive the failing grade (F) in all courses registered in the academic term he/she is enrolled in.</li><li>• The student shall be referred to the Student Affairs Committee to consider his/her dismissal from AASTMT.</li></ul>

**Emerging conditions/ Unforeseen developments:**

AASTMT shall abide by the general policies specified by the hosting country in case of any developments or emergencies.