

Course Report (2025)

Academic Year

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Semester

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Course Title (according to the bylaw):	
Course Code (according to the bylaw):	
Department/s that participated in the teaching:	
Total number of credit hours/points of the course:	
Course Type:	
The level to which the course was introduced:	
Academic Program:	
Faculty/Institute:	
University/Academy:	
Name of Course Coordinator:	
Course Report Approval (Attach the decision/minutes of the department /committee/council)	
Date of approval of the course report	Click or tap to enter a date.

1. Basic Information

2. Data and Statistics

Course Instructors			
Number of Faculty Staff		Number of Teaching Assistants	
Full-time (at least 4 working days)	Part-time (1 or 2 days)	Full-time (at least 4 working days)	Part-time (1 or 2 days)
Instructor Name	Department	Academic degree	Specialty
1.			
2.			
3.			
4.			
Notes (if any):			
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Teaching and Learning					
Number of weeks of actual study	Total number of theoretical teaching hours (Lectures/)	Total number of training hours (practical/clinical/...)	Total number of field training hours (if any)	Total number of self-learning hours (if any)	Other (to be mentioned)
Notes (if any)on:					
Topics not covered, changes in teaching methods, number of teaching hours or content:					
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Student Assessment Methods that have been Implemented

Method of assessment *	Date of Evaluation	Marks/ Score	Type and number of questions	Measured Course Learning Outcomes (Mention the text)
Exam (1) Semester work	Click or tap to enter a date.			
Exam (2) Semester work	Click or tap to enter a date.			
Midterm exam	Click or tap to enter a date.			
Final Practical Exam	Click or tap to enter a date.			
Final Oral Exam	Click or tap to enter a date.			
Final written exam	Click or tap to enter a date.			
Field training	Click or tap to enter a date.			
Projects/ Assignments/Portfolio/ Logbook/ ...	Click or tap to enter a date.			
Other (to be mentioned)	Click or tap to enter a date.			

*** The methods mentioned are examples the institution may add and delete depending on the nature of the course**

Comment on the procedures and rules of student assessment that have been implemented (e.g. examination committees, exam paper review, blueprints,), and the rules for passing the course:

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3. Student Feedback *

* Feedback from students must include their evaluation of the following: scientific content – teaching and learning methods – facilities and learning resources – examinations -
 (attach the questionnaire analysis report or any other means used, and the points evaluated).

Item	Comment
Means of Evaluation:	
Timing of Evaluation:	
Number of students who participated in the course evaluation	
Percentage of participants to the total number	
Important points of satisfaction	1- 2- 3-
Important points of dissatisfaction	1- 2- 3-

4. Instructors Reflection *

* Instructors' views on the educational process, scientific content, adequacy of resources, etc. (if any)

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5. Course Enhancement

Comment on uncompleted corrective/improvement actions from last year's plan (if any, mentioning the reasons)

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Course development plan for the next academic semester/year

(considering the student assessment results as well as the student feedback and instructors' reflection)

No.	Points that need development or improvement	Corrective/ Improvement Actions	Methods of implementation	Notes
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2.				
3.				
4.				

**Name and Signature
Course Coordinator**

**Name and Signature
Head of the department council**
