

| Visiting Student Policy | |
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| Policy Owner | University Council |
| Policy Author | University Council |
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| Issuing Authority | University President |
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| Effective Date | 18 th December 2024 |
| History | The Policy was reviewed and authorized by the University President on 12 th June 2012 with the version (v1.0). Reviewed and updated by the UC on 25 th November 2024. |

Visiting Student Policy

Policy Statement

The purpose of this policy is to define the parameters around which students who are matriculating at another college or university may attend Al Yamamah University.

Introduction:

Occasionally, for a variety of reasons, students matriculating at another college or university may wish to attend Al Yamamah University for a short period of time before returning to their home institution. This policy clarifies the arrangements for such.

Policy Content:

Students attending another licensed or MOHE recognized college, or university may attend Al Yamamah University for one semester (and summer term) if the following conditions are met:

1. The student has a written permission from his/her home university to attend YU **OR signs a document in the Deanship of Admission, Registration and Student Affairs indicating that s/he takes full responsibility regarding the transferability of the courses taken at YU;**
2. The student files an application form with YU, **including his/her transcript from the other institution**, but does not need to file all of the other usual documents;
3. The student registers for classes approved by one of the department chairs in his/her respective college (and will need to bring his/her home transcripts with him/her so the advisor can recommend the appropriate courses);
4. The student meets the various academic and course prerequisite requirements; and
5. The student pays the tuition/ fees for the courses in which she has been approved to enroll (the admission fee is waived for visiting students). **Tuition is 2,000 SR/ credit hour, with a minimum of 3, 000SR.**
6. Proof of proficiency in English.

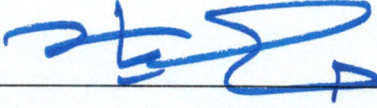
If the student wishes to attend YU for more than one semester (and a summer term), s/he needs to apply for regular admission and submit all of the required paperwork and pay the admission and other transfer credit fees; or apply to the University Council for a semester extension with justification.

Exception

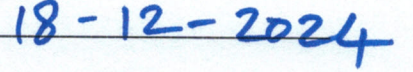
The University-Council reserves the right to decide any situation/ circumstances outside the conditions stated in this policy

Authorization

The policy was authorized by:



University President



Date