

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):			

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: 					

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
1.				
2.				
3.				
4.				

**Name and Signature
Course Coordinator**

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

