

"Student's
admission Policies
at
Assiut University
2023"

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1. Addressing the deans of the colleges about the number of new students who obtained a high school diploma or an equivalent certificate according to the needs of those colleges.
2. The number of students who are not from the Arab Republic of Egypt in each college is determined by the Supreme Council of Universities, and they are accepted, transferred or transferred by a decision of the Minister of Higher Education.
3. Letters of response from the deans about the number of students proposed for admission to the faculties of the university.
4. Submit a memorandum to the Council of Education and Student Affairs of the proposed numbers according to the faculties' opinion.

5. Approval of the Education and Student Affairs Council on preparing the proposed students and submitting them to the University Council.
6. Approval of the University Council and submitting the proposal to the Supreme Council of Universities.
7. Based on the approval of the Supreme Council of Universities, the Coordination Office is addressed to prepare the proposed students.
8. A digital statement arrives at the University's Information Systems Center with the names of the students nominated for each college.
9. Communication with the colleges is done through the website to receive students' names lists.

Council of Education and Student Affairs - Assiut University

Formed under the chairmanship of the Vice President for Education and Student Affairs and the membership of the Faculties' Vice Presidents for Education and Student Affairs and the Director of the Central Administration for Education and Student Affairs, and is concerned with drawing up the general policy for study and education, student admission, student services, cultural, sports and social activities at the bachelor's level, and achieving cooperation and coordination between education and student affairs committees in colleges and evaluating systems Study, examination and student services.

Council specializations:

- 1- Drawing up the general policy for university education and working to direct and coordinate it in accordance with the needs of the country and to facilitate the achievement of the national, social, economic and scientific goals of the state.
- 2- Coordination between the systems of study, examination and academic degrees at the university.

3- Coordination between faculty members at the university.

4- Organizing the admission of students to the university and determining their numbers

5- Drawing up the general policy for university books and laying down their own regulations.

6- Setting up systems for evaluating and developing university performance.

7- Setting general controls for the distribution of work among faculty members, full-time professors and part-time professors, in a way that makes full use of all their experiences, and in a way that achieves continuous development of education in the first university level

Rules for accepting male and female students in university cities

Article (11): For admission to university cities, the following conditions must be fulfilled:

1- Obtaining a high school diploma from a school that is at least thirty kilometers from Assiut for students, and at least twenty kilometers from Assiut for female students, according to the available places.

2- The student not be married or previously married.

3- The student be a regular student enrolled in the university's colleges in the bachelor's or bachelor's

departments. Male and female students are treated for the credit hours for the whole academic year (first semester - second semester - summer semester (optional) and the student is considered as a student who fails if the number of failed courses is more than two and is treated Treating the retarded male and female student with one or two subjects in the event that he fails one or two subjects during the whole year).

4- It is forbidden to place affiliation and transferred students, transferred from other universities, holders of equivalent certificates, holders of certificates other than high school (institutes of all kinds), and students who have failed.

5- The student not have been subjected to any punishment, whether inside or outside university cities, and that his residency in university cities has not been terminated for any reason, and the Chairman of the Board of Directors may consider individual cases and express his opinion on them directly.

6- The student not have previous financial dues for the university city.

Article (12): Student accommodation is annual according to the conditions set **by the Board of** Directors, and priority for admission is for students who meet the

conditions stipulated in Article (11) according to the following: -

1- The student is vacated by the end of each year and he must apply to the university city again according to the conditions.

2- Students who have previously resided at university cities in the previous academic year, they must be successful with at least a good general grade.

3- Female students who have previously resided in university cities in the previous academic year must have passed with an acceptable general grade at least.

4- It is permissible to accept transferred students in one or two subjects according to the available places, taking into account the distance between the place of residence and the university with the fees determined by the university administration.

5- New students, and their admission is according to their young age, and for students the place of residence is not less than 30 km, and the place of residence for female students is not less than 20 km according to the available places.

6- Students who have not previously resided in university cities are accepted according to the highest levels of success (very good or excellent). The Chairman of the

Board of Directors determines the number of acceptable numbers from this category according to the available capabilities.

7- Students of special programs the like, which apply to them the declared housing conditions in distinguished housing, are accepted according to the available places and the expenses determined by the university administration. It is permissible to accept male and female students at regular programs (academic years and credit hours) who meet the conditions of housing and wish to improve distinctive in accordance with the rules indicated for students of special programs

8 - Exceptionally, it is permissible to accept students of special programs and the like who do not meet the conditions of housing declared in the distinguished housing in the event of vacant places and the expenses determined by the university administration. The Chairman of the University Towns Board of Directors may authorize the admission of male and female students who do not meet the above-mentioned conditions in distinguished housing if places are available.

9- Acceptance of all disabled persons (paralysis / amputation / blindness) through a certificate approved by the medical supervision.

Article (13): The Chairman of the University Cities Board of Directors may authorize the admission of special cases according to the available places. Exempt from the provisions stipulated in Article (11) for foreign students who are enrolled in a cultural exchange grant or scientific scholarship, and it is sufficient to nominate the general administration for expatriates to accept them on condition of success.

Article (14): Submission, inquiry, admission, and housing for male and female students are done electronically on the Zahraa system for managing university cities, and the student must choose housing with or without food, as well as the type of housing (normal or special), as the distinguished housing has expenses that differ from regular housing during the dates specified and announced. The university campuses administration is notified of it, and his right to apply for residency is waived after these deadlines are over.

Article (15): The student whose name is declared among those admitted to the university city must pay the fees (determined by the university cities administration annually) within ten days at most from the date of the announcement, otherwise his right to residency shall be forfeited.

Article (16): The student must pay any dues from him as a result of public or private damages or otherwise in full at the beginning of the month following the estimation of these dues, and the student is dismissed from the university city if they do not pay it within fifteen working days from the beginning of the month and may be resettled with the approval of the president The board of directors or his deputy, and a committee with the status of continuation shall be formed to count the value of the damages to be deducted from the applicant from the head of the unit, the supervisor, the custodian and the competent maintenance representative.

Article (17): The residency fee is paid in advance on the first of each month, and the Director General of University Cities may authorize the student to continue residency until the tenth day if there are reasons justifying this and guarantee payment of the prescribed fees.

Article (18): (A) - A student who is absent from residing at the university city for more than fifteen consecutive days without an acceptable excuse, is dismissed from the university city according to the following:

- The head of the unit submits a request to the general director of university cities in which he clarifies the names of students who have been absent for more than the

aforementioned period, in order to obtain his approval for the dismissal of students and inform the legal affairs of it, and a penalty is placed on him on the Zahraa system for managing university cities.

- Excuses are accepted with the approval of Mr. Prof. Dr. Chairman of the University Towns Administration Council, or his deputy.
- The student's excuse may not be accepted more than once in one semester.
- In the event that the student's excuse is accepted and resettled, the student is obligated to pay the annual fees again in addition to the monthly fees that he owes. The Chairman of the Board of Directors may exempt from paying these fees.

Absence for a maximum period of one month before the first and second semester examinations is excluded from the previous rules, with the approval of the head of the housing unit and approved by the director general of university cities.

(B) A student who is absent for a period of more than 50% of the total number of days from the date of residency until the date of eviction including the one mentioned in item (a) (provided that the housing days during the year are not less than a month) is not considered a resident of the previous year and is not entitled to public housing The

following is a penalty for "the number of days of his residence is less than 50% of the total number of days."

Article (19): The student who resides in the university city pays the prescribed fee in full regardless of the number of days he stays during the month, and students whose exams work, whether in the first or second semester of each year during the first half of the month, are allowed to pay half One month - and if the student requests the continuation of the residency for reasons related to the study (practical training, projects, camps, or medical convoys), a choice between two things: -

1- Paying the other half of the month.

2- Payment of accommodation per day without feeding in exchange for fees determined by the Board of Directors of University Cities for one day, and payment is made in advance.

Article (20): The student who does not reside in university cities shall pay the fees determined by the board of directors of university cities for each day of residence without feeding the days of the exams, after the approval of the professor / head of the board of directors of university cities according to the available places.

Article (21): The residence of the student in the university cities ends for one of the following reasons: -

1- The study and examinations are over in the academic year in which the student is enrolled, and he must vacate his place within three days of the end of the exams.

2- A decision by the Chairman of the University Cities Administration Board based on the proposal of the Director General of University Cities and Nutrition if the student's residence would cause riots and endanger the security of university cities, or his failure to abide by the rules and regulations of university cities or for any other reasons that the Chairman of the University Cities Administration Council deems sufficient to terminate the residency.

3- Depriving the student from residing in university cities by a disciplinary decision.

4- In all cases, the student must evacuate in a personal capacity, and he must hand over all his belongings, pay his dues and hand over the barcode card.

**Policies for accepting students in university
cities for the academic year
2020-2021 AD**

- 1- Students are registered on the university cities website at the university.
- 2- Successful old students with a general grade of good at least and those residing in the previous academic year and their place of residence is 30 km or more from the university, except for those subject to previous penalties.
- 3- All female students are accepted, except for students who have failed or not reside in the university campus in the previous year or who have been subjected to one of the penalties stipulated in the University Cities Regulations, where the successful students are to be accepted with a grade of good at least and the place of residence is 20 km or more from the university.
- 4- As well as successful female students with an acceptable grade, and the place of residence is 30 km or more from the university
- 5- As for the new students, all the younger students who were born on July 1, 2001 will be accepted. The priority will be for the youngest and those whose place of residence is more than 30 kg from the university. All new

students whose place of residence is away from the university will also be accepted. 20 km or more.

6- As for male and female students who are not residents of the previous year, they will be accepted in the new year, provided they obtain a very good grade at least, and their place of residence is 30 km or more from the university.

7- All male and female students with capabilities and special needs will be accepted with a certificate approved by the medical supervision,

8- In addition to accepting distinguished students in student activities who have a place from the first to the third at the level of the Republic or the first place at the university level,

9 - Acceptance of innovative and creative students who hold a patent or a certificate of deposit at the General Authority for Writers, provided that proof of this is submitted with a certificate approved by the official responsible authority, and the applicant is not a failure or affiliation.

The basics of accepting students with disabilities in the university

The Supreme Council of Universities decided to approve the application of the rules and conditions for admission of and disabled Egyptian students who have obtained the Egyptian General Secondary Certificate equivalent general secondary certificates from Arab countries in Egyptian universities to blind and handicapped Egyptian students who have obtained an American high school diploma and exempt them from the requirement to obtain the SAT exam and be satisfied with a certificate The GPA only, similar to what is done with blind and disabled students who have obtained a Saudi secondary school certificate when they are accepted into Egyptian universities with only a high school diploma without a capacity test.

Ministerial Resolution No. (2555) was issued on 11/8/2020 regarding the rules and conditions for admission of Egyptian students with disabilities to Egyptian government universities: -

Egyptians with disabilities in Egyptian public universities: -

Egyptian students with disabilities of various categories are accepted into Egyptian universities and institutes as follows:

1. Through the Office for Coordination of Admission to Universities and Institutes in accordance with the announced nomination rules for all categories of students.

Students with disabilities in various categories are entitled to apply through electronic coordination of practical and theoretical colleges and institutes that accept their diplomas (Egyptian general secondary and its equivalent - Egyptian technical certificates) that are consistent with the order of their desires and the total of their grades in the high school diploma they hold and pass the ability test or the personal interview test For some colleges and institutes that stipulate this as part of the conditions for joining them, in order to achieve the principle of equality and equal opportunities.

2. Through universities directly: -

Egyptian students with a mobility disability, blind, deaf and dumb in all their categories and integration students are excluded from the grand total requirement (obtaining at least 50% in the Egyptian general secondary certificate and the Arab and foreign equivalent secondary certificates) and (obtaining at least 70% in technical certificates Egyptian), when joining some theoretical colleges only, which are as follows: -

For students with a mobility disability: - Faculties (Arts - Law - Commerce) only on the condition that the disability prevents the

student from moving or recording lectures except with the assistance of others.

For blind students: - Faculties (Arts - Dar Al Uloom - Al-Asun - Law - Social Work) only.

For deaf and dumb students: - Faculty of (Specific Education and Home Economics) only.

All of this is provided: -

- That the internal regulations of the college that the student wishes to apply to accept the holders of secondary certificates obtained by these students and the necessity to fulfill the required qualifying materials for the college.**

- That this be done by presenting these students to the central medical committee of the university for which they are applying, which is formed by the president of the university annually and in accordance with the system and dates announced by the universities in this regard.**

- Students who have been rejected by the medical committee of the university applying to it are allowed to submit grievances to the secretariat of the Supreme Council of Universities to re-examine them and are presented to the Central Medical Committee at Assiut University, and the result of this committee is final.**

- Egyptian students with disabilities admitted to some colleges of Egyptian universities according to this system are not entitled to**

transfer to other colleges, as they have been accepted, with the exception of the college requirement, and they can only transfer their registration to other colleges on condition that they meet the minimum declared by the Coordination Office in the year they obtain a high school diploma.