



Mansoura University

College of Pharmacy

Undergraduate Student Handbook 2021-2022

Approved by the College Council Meeting No. 719 on September 21, 2021.



Accredited by the National Authority for Quality Assurance and Accreditation of Education on June 6, 2011

Renewal of Academic Accreditation by Resolution No. 166, May 29, 2017

ISO 9001:2008

CONTENTS

Table of Contents	Page #
Senior Management of the University	3
College Administration	4
Academic Department Chairs	5
A WORD FROM THE DEAN	6
Introduction	7
A brief history of the College of Pharmacy	8
National Academic Standards for the Pharmaceutical Sector	12
Educational Guidelines for College of Pharmacy Students in 2020-2021	22
Study System	29
Course Design	29
Registration	30
Study Load	30
Adding, Dropping, and Withdrawing	31
Improvement	31
Discipline	31
Attendance/Examination Rules	31
language of Study	31
Evaluation System	32
Academic Struggling	34
Dropping out of College and Academic Suspension	34
Pharmacy Degree Requirements (PharmD)	35
Distribution of courses by academic departments	36
Study Plan	41
Clinical Pharmacy Program	46

Table of Contents	Page #
Student Code of Conduct Handbook	47
E-learning unit	54
College Library	54
Central Lab	59
Medical Preparations & Pharmaceutical analysis of drugs	60
Nuclear Magnetic Resonance Unit	60
ITC	61
Scientific Awards and Prizes	61
Distinguished Training Activities	62
Student Activity	63
College of Pharmacy Students Union	65
Scientific Society	67
PharmaSchool Association	67
Places And Facilities Available For Student Activities At The College	68
Laboratory Security and Safety Guidelines	68
Student Health Care	69
University Dorms	70
Rules for Stopouts and Excuses	71
Dean's Honor List	77

Senior Management of the University



Prof. Ashraf Mohamed Abdel Basset
University President



Prof. Mohamed Attia Al-Bayoumi
Vice President for Education and Student Affairs



Prof. Dr. Ashraf Tarek Hafez
Vice President for Postgraduate Studies and Research



Prof. Mahmoud Mohamed El-Meligy
Vice President for Community Service and Environmental Development

College Administration



**Prof. Manal Mohamed Ibrahim Eid
Dean of the College**



**Prof. Rasna Monammad Fatny Barwa
Vice Dean for Education and Student Affairs**

**Prof. Yasser El-Shabrawy El-Sayed Abdel-Aal
Vice Dean for Community Service and
Environmental Development**



**Prof. Khaled Bashir Shaban Selim
Vice Dean for Postgraduate Studies and Research**

Academic Department Chairs



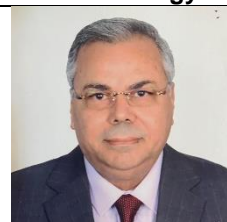
Prof. Jenny Jehan Mohamed Ahmed Nasr
Head of Pharmaceutical Analytical Chemistry
Department



Prof. El-Sherbiny Mohamed Habib
Head of the Department of Microbiology and
Immunology



Prof. Muhammad Al-Hussaini Al-Subaie Shams
Head of Department of Clinical Pharmacy &
Pharmacy Practice



Prof. Mohamed Ahmed Ahmed Mostafa
Head of Pharmaceutical Chemistry Department



Prof. Mona Gouda Mohamed Zagloul
Head of the pharmacology department



Asst. Prof. Shahanda Metwally Othman El-Mesiri
Head of the Pharmaceutical Organic Chemistry
Department



Prof. Ghada Mohamed Siddiq Bustan
Head of Pharmaceuticals and Toxicology
Department



Prof. Erhan Ibrahim Abu Hashem
Head of Pharmaceuticals Department



Dr. Mohamed El-Sayed Ahmed Mohamed El-Mesiri
Head of the Biochemistry department

A WORD FROM THE DEAN

Dear Undergraduates,

I cannot find the words to express how happy I am to be among the elite male and female students in the Mansoura University College of Pharmacy, that pioneering university. The College of Pharmacy is one of the most important colleges of this great edifice. As one of the top Egyptian colleges & universities, the College of Pharmacy, from day one, has devoted itself to being at the forefront of colleges in terms of outstanding performance and continuous development in the fields of education, learning, and practical research to contribute to the support and development of the pharmaceutical industry to maintain the health of the Egyptian patient.

The Mansoura University College of Pharmacy is one of the promising places at the local and regional levels, which makes it a full partner in developing the health system to make health services more effective for the Egyptian citizen. Perhaps what we are witnessing now is a rapid development of pharmaceutical education and the multiplicity of areas of development of activities related to the pharmaceutical industry that causes the faculties of pharmacy, including the Mansoura University College of Pharmacy, to keep pace with this rapid progress to meet the ever-changing needs of society. Therefore, we are continually developing curricula and study plans and issuing a new regulation for the bachelor's stage (PharmD) according to the credit hour system since the 2019/2020 academic year. The college administration has taken into account the necessity of having curricula compatible with Labor Market Needs and according to many faculty and students' opinions. We seek to provide scientific competencies through the development of the postgraduate system by adopting a new regulation (credit hours system) in order to reach qualified graduates for various fields of work. The College's Office of Graduate Studies, through its ambitious plan for the university and the state, seeks to increase the number of scholarships, diversify sources of knowledge, and look forward to partnering with various international scientific schools. To achieve this, we prepare graduates to become competent whose role is not limited to retailing drugs and working in private pharmacies and pharmaceutical companies, but also involves the application of clinical pharmacy in public hospitals, participation in treatment planning, working in drug information centers, participation in drug research and pharmaceutical scientific consultations for medical personnel. All of this is a key factor to reach a health care system that aims to provide a distinguished health service for the Egyptian patient and achieve a higher goal, which is to preserve the health of future generations of Egyptians.

The pharmacy profession, to which I am proud and proud to belong, is one of the most respected jobs in the world. This profession aims primarily to serve the community and provide a unique prefix for everything: it is a beautiful thing to do favors for someone freely, without expecting anything in return, "the best of people are the most beneficial to people."

I ask Allah, the All-Hearing, the All-Knowing, to grant success to all our college students through fruitful and continuous cooperation with the administration of the college and the faculty members. God grants success.

Dean of the College

Prof. Manal Mohamed Ibrahim

A WORD FROM THE VICE DEAN for EDUCATION & STUDENT AFFAIRS

To All My Students

Beginning with the 2021-2022 academic year, I congratulate all the Old & New Students, on the new academic year and our students. With immense pride, I congratulate my new students on starting their first year of college and choosing such a respected place to be the future pharmacists who will bear the responsibility for their own country in order to make our country on forefront of nations. The university is a platform for knowledge and an edifice of knowledge in your beloved country. Today, the college provides advanced courses taught by top faculty to you so that you can continue your education and complete your career with success and graduation.

My sons and daughters, valedictorians, you are moving from a stage that was characterized by control, supervision, and guidance at home and at school in one way or another to the stage where you have more space for freedom. This freedom must be accompanied by a greater sense of responsibility on your part in order to achieve the desired goal of developing your creative abilities.

You will find that the role of the university does not depend on indoctrinating you with available information, but rather the role of the university is to give you the ability to search for information and to give you the ability, skills, and thought necessary to acquire knowledge throughout your extended and successful working life. I advise you to attend lectures regularly, and I also invite you to take an interest in student activities through youth care, because it has a great impact on building students' character and developing their abilities in a way that benefits that it brings.

My sons and daughters, I pray that Allah Almighty shall crown all your efforts with resounding success and that your studies at the college be fruitful, successful, and filled with happy memories. Allah grants success.

Vice Dean for Education and Student Affairs

Prof. Rasha Mohammad Fathy Barwa

Preface

Mansoura University is a lofty educational edifice in the Arab Republic of Egypt that disseminates its educational and research services in all areas of life: social, cultural, economic, political... not only within the Dakahlia governorate, but also to all Egypt's governorates.

The College of Pharmacy is one of the most important colleges of this great edifice. The College of Pharmacy has set itself, since its inception, to be at the forefront of the university's colleges, in terms of outstanding performance and continuous development in the fields of education, learning and practical research to not only contribute to the development of the drug industry but also preserve the Egyptian patient health.

The College of Pharmacy had **obtained ISO certificate** (ISO9001/2008) from the German company TUV.

The college was accredited by the National Authority for Quality Assurance and Accreditation of Education, as the first accredited college at Mansoura University, and the second College of Pharmacy at the level of the Arab Republic of Egypt.

[The college has received a renewal of its accreditation for the second time by the National Authority for Quality Assurance and Accreditation by Resolution \(166\) on 29/5/2017.](#)

The College of Pharmacy is full of human competencies, as it includes a number of distinguished scientists who hold many patents in the field of drug industry and treatment of many diseases. This is in addition to holding scientific conferences and symposia and providing continuous pharmacy education bulletins to spread health awareness and confront the diseases prevalent in the Egyptian society.

The Mansoura University College of Pharmacy - has an important and effective role in preparing and graduating pharmacists at the highest level of knowledge and experience that qualifies them to keep pace with the tremendous development in the drug industry and serve their community.

A brief history of the College of Pharmacy



- The College of Pharmacy took its first batch of students in 1971. The number of male and female students was 48.
- The Deputy Prime Minister for Culture and Information issued decision N°.134 of 1973 to Separate Pharmacy Departments from the College of Medicine to become an independent college.
- The first batch graduated from the college in the year 1975.
- By ministerial Resolution N°.38 on 11/4/1976, the late Prof. Abdul-Malik Abdul-Rahman Abu Auf was appointed as the first dean of the college.
- By ministerial resolution N°. 1573 of November 10, 2001, the number of academic departments increased to become eight departments: Medicinal Chemistry, Analytical Chemistry, Pharmaceutical Organic Chemistry, Biochemistry, Pharmaceutics, Drugs, Drugs & Toxicology, and Microbiology & Immunology.
- By Ministerial Resolution N°.1606 on 20/12/1993, the college bylaw has been amended to allow the application of the two-semester system.
- The foundation stone of the college building was laid in 1992-1993, in its First Alumni Celebration and it consists of:
 - Building (A), houses the two departments of [Pharmaceuticals, Toxicology, and Drugs]
 - Building (B), houses the departments of [Pharmaceutics – Microbiology & Immunology, Biochemistry]
 - Building (C), houses the departments of [Pharmaceutical Chemistry, Pharmaceutical Analytical Chemistry, and Pharmaceutical Organic Chemistry].
- Each building has five floors and includes student laboratories, scientific research laboratories for scientific departments, and Lecture theatres.
- Building (D) is dedicated to the clinical pharmacy program and contains five small air-conditioned classrooms, in addition to the central laboratory and animal house.

- Building (E), also known as the Clinical Pharmacy Program Building consists of 4 classrooms, 4 student laboratories, a mosque for female students, a stationery store, and student care.
- Building (B) has two air-conditioned lecture theatres having a seating capacity of 500 students, an air-conditioned lecture theatre having a seating capacity of 150 students, and an air-conditioned lecture theatre with a seating capacity of 60 students for the clinical pharmacy program.
- Building (C) has three air-conditioned lecture theatres with a capacity of 500 students, two air-conditioned halls (Al-Nahdi Hall - Blue Hall) with a capacity of 50 students.
- A top floor (delicate metal) on the educational building (A/B). It consists of eight classrooms and three rooms for faculty members, and it has a pharmacy practice department.
- **In addition, the administrative building comprised four floors: distributed as follows:**

Administrative Building	
Ground Floor	Student Affairs, Alumni Affairs, Director of Clinical Pharmacy, Management of the Manchester Program, Treasury, Xerox, Clinical Pharmacy Department, General Director of the College, Warehouse Management, Benefits (Cadre and Staff), and Switch.
Upper First Floor	Office of the Dean of the College; offices of the vice deans for education and students affairs, graduate studies and research, community service, and environmental development; the offices of graduate studies and cultural relations; Central Secure Storage Room.
upper Second Floor	Financial Affairs, Accounting Unit, Procurement Unit, Unit of Analysis of Drugs, Pharmaceutical and Veterinary Products, College Council Pharco Hall, Secure Storage Area for Bachelor's Degree, Secure Storage Area for Clinical Pharmacy Program.
upper Third Floor	Library, Digital Library, Personnel Affairs (General), Engineering Affairs, Budget, Quality Assurance & Accreditation Unit, Secure Storage Area for Undergraduate Stage, Secure Storage Area for Graduate Studies.

College vision:

Leadership and excellence in education, scientific research, and community service locally and globally in all pharmaceutical fields

College message:

The Mansoura University College of Pharmacy is committed to the continuous improvement and development of its study programs, scientific research, and community service to graduate distinguished pharmacists to meet the needs of the labor market and to prepare researchers at an international level within the academic standards framework and social values.

The College's Strategic Objectives:

1. Continuous development of study programs and the professional level of graduates.
2. Upgrading scientific research.
3. Expanding community participation and maximizing its returns.
4. Commitment to the quality of academic and administrative performance.

- **The college has adopted a quality management system:** the college has obtained ISO 9001:2008 certificate from the German company TUV
- **The college obtained the CIQAP project:**

In the framework of the Continuous Improvement (CI) project and the **Criteria for Accreditation**, the college has done the following:-

 1. A comprehensive description of all academic and research programs, their courses, and community service programs offered by the College of Pharmacy.
 2. A comprehensive description of the college's administrative body, with its units, departments, and organizational relationships.
 3. A comprehensive description of the infrastructure and teaching aids used to provide activities related to the college.
 4. An environmental SWOT analysis was carried out, and accordingly, the college implemented a set of proposals and recommendations (the project's executive plan) regarding ways to develop strengths and promote them, and address and evaluate weaknesses.
 5. Doing the college's self-study as an introduction to improving performance and its quality annually.
 6. Advance the educational process to be more efficient and increase the quality of learning opportunities for students.
 7. Developing applications of information technology to include creating electronic courses, developing a digital library, and facilitating access to global research databases and related databases.
 8. Communicate with graduates and beneficiaries in favor of developing the educational and research performance of the college.
 9. Spreading the culture of total quality among all members of the college and students to achieve the mission of the college.
- **The College of Pharmacy obtained academic accreditation from the National Authority for Quality Assurance of Education and Accreditation** after fulfilling all academic standards that are related to institutional capacity and educational effectiveness according to the reports of auditors and experts. It is the first college at Mansoura University and the second college of pharmacy at the level of the Arab Republic of Egypt after Cairo College of Pharmacy.
- **The college obtained the renewal of academic accreditation from the National Authority for Quality Assurance of Education and Accreditation** after fulfilling all academic standards that are related to institutional capacity and educational effectiveness according to reports of auditors and experts based on a visit to renew the accreditation by Resolution No.166 on May 29, 2017.



National Authority for Quality Assurance of Education and Accreditation



National Academic Standards for the Pharmaceutical Sector:

1. General specifications for pharmacy graduates:

Pharmacy graduates work in multidisciplinary professions and must acquire the necessary specifications and characteristics in various aspects of pharmacy to pursue their professional future. They must demonstrate comprehensive knowledge, a clear understanding, and distinct skills as:

1. Educating and guiding individuals and communities to participate in improving treatment outcomes and reducing the incidence of disease in individuals and communities.
2. Exercising and performing responsibilities and authorities both legally and professionally and respecting patients' rights.
3. Utilizing evidence-based data to deliver contemporary pharmaceutical products and pharmaceutical services.
4. Ensuring the quality of pharmaceutical materials and products.
5. Applying integrated evidence-based pharmaceutical and clinical information in assessing the suitability, efficacy, and safety of medicines.
6. Contribute effectively to planning and conducting research using appropriate methodologies
7. Working collaboratively and sharing treatment decisions as a member of a multidisciplinary healthcare team.
8. Demonstrate effective communication, leadership, business management, and entrepreneurship skills.
9. Work as a lifelong learner for continuous professional improvement and demonstrate the capabilities of performance evaluation and self-evaluation.

Quality Assurance Unit

The Quality Assurance Unit at the Mansoura University College of Pharmacy was established by a **presidential decision** on June 18, 2006 as an integral part of the university's quality assurance center. The unit contributes to raising the level of educational and research performance and community service to achieve the college's mission and strategic objectives.

Vision

Achieving leadership in the field of quality assurance, continuous improvement, and excellence in university performance locally and regionally, maintaining accreditation and making it global.

Mission

The unit contributes to the continuous upgrading and improvement of educational and research performance and community service to achieve the college's mission and strategic objectives through effective systems and mechanisms for measuring performance evaluation to ensure the college has a high competitive ability.

Introduction to the Quality Assurance Unit in the Mansoura University College of Pharmacy: The unit contributes to raising the level of educational and research performance and community service to achieve the college's mission and strategic objectives through:

- Spreading the culture of quality among faculty members and their assistants, the administrative staff, employees, and students of the college.
- Providing support to faculty members, assistants, and administrators in everything related to the culture of quality.
- Communication with the University's Quality Assurance Center, as well as with the National Authority for Quality Assurance and Accreditation of Education in Cairo.
- Follow up the implementation of academic standards to serve the educational process.
- Develop a policy, plan, and method for implementing quality improvement in the organization, and follow up on its implementation steps.
- Confirmation, follow-up, and continuous evaluation of internal quality control.
- Maintaining the accreditation obtained by the college from the National Authority for Quality Assurance and Accreditation of Education.

The college obtained an academic accreditation certificate from the National Authority for Quality Assurance and Accreditation of Education on June 29, 2011, as the first college of pharmacy at the level of the Republic to obtain accreditation, as well as the first college at the level of Mansoura University to obtain an accreditation certificate.

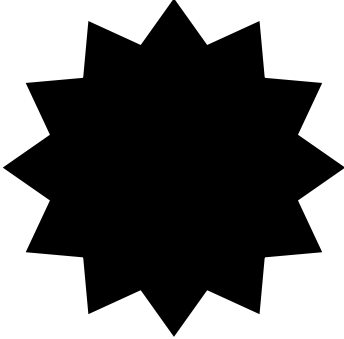
The college has also obtained ISO 9001-2008 certificate from the German company TUV SUD on August 10, 2010. This certificate is granted based on the college's establishment and implementation of an internal system for quality management.

Academic accreditation has also been renewed by the National Authority for Quality Assurance and Accreditation based on the field visit from the Authority from 28 to November 30, 2016

ISO 9001-2008 Certificate

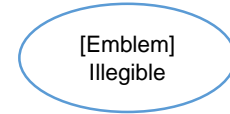


Academic Accreditation Certificate

<p>[Emblem] NAQAAE</p>	<p>National Authority for Quality Assurance of Education and Accreditation</p>	<p>[Emblem] ARE</p>
<p style="text-align: center;">Certificate of Accreditation</p> <p style="text-align: center;">National Authority for Quality Assurance and Accreditation certifies that</p> <p style="text-align: center;">College Of Pharmacy, Mansoura University</p> <p>has met National Standard Criteria. The college is accredited by the Authority's Board of Directors' Decision</p> <p style="text-align: center;">no. (95/Chairman) of June 29, 2011 with a five-year validity period.</p> <p>[Signature] ----- Prof. Magdy Abdewahab Kasem</p> <div style="text-align: right;"></div> <hr/>		

Governmental Certificate of Excellence

[Emblem]
Egypt Government Excellence Award



Certificate of Excellence

Second Session

2020

The Presidency of the Council of Ministers awards this certification for good effort and outstanding performance

“Governmental Certificate of Excellence- Category/Type: Colleges”

Of the top 10 colleges

College Of Pharmacy

Mansoura University

Dr. Mostafa Madbouly

President of the Council of Ministers

What does it mean, "I graduated from an accredited college?"

When your college earns accreditation, it means it provides for public confidence and provides the possibility of obtaining certificates that are more valuable in the labor market than those of non-accredited colleges.

What does the student get from applying quality systems in his college?

The application of quality systems places the student at the center of the educational process and guarantees him many rights, including:

- The college's commitment to justice and non-discrimination between students in all fields (fairness in evaluating students and in providing means of support; providing equal learning opportunities...) to ensure equality between students.
- Providing the college with multiple, modern, and sufficient resources for self-education and learning.
- Upgrading the College with the content of the educational program to achieve the national academic standards, which ensures that the graduate acquires the correct specifications for the type and level of the certificate he obtains, allowing competition in the labor market.
- setting rules for evaluating student performance fairly and objectively.
- The college's commitment to the objectives of teaching the courses (targeted learning outcomes).
- The college provides various means of student support, whether academic support or providing fields of student activities and health services, following up on distinguished students in all activities and various scientific aspects, and granting them many awards to motivate them to continue to excel.
- Caring for students who stumble academically to know the reasons for their failure, help them to overcome the difficult ordeals they are going through, and follows them up on a regular basis.
- The college survey of the student satisfaction with the courses, textbooks, educational activities and the means of support they provide with the aim of improving them to meet the student's needs.
- The college respects the student's opinion, involves him in decision-making, and deals with his complaints seriously and transparently.

What does education quality assurance mean?

Ensuring that the academic and institutional standards are compatible with the mission of the college and with the corresponding national or international standards.

Why do we seek quality education?

- To ensure your right, my dear student, to obtain a high-quality education that enables you to occupy a prominent position in society and to compete in the labor market locally and internationally.
- To ensure the community's right to produce competent graduates for today's challenges.
- To gain the confidence of the local, regional and international community in the results and outputs of higher education in Egypt.
- To ensure the continuous development of academic programs and **university research performance**.

What is accreditation?

Accreditation is a certificate from the National Authority for Quality Assurance and Accreditation of Education granted to educational institutions that have the institutional capacity and achieve educational effectiveness under the standards set by the authority. By granting the academic accreditation certificate, the Authority declares its confidence that the college will achieve the following:

- It has a vision and mission worthy of higher education institutions.
- It has specific and appropriate objectives.
- It is characterized by credibility and integrity.
- It has an institutional capacity (human and material resources) that enables it to achieve its mission.
- it works on achieving educational effectiveness.
- It has a system of self-evaluation and uses the results of this evaluation for continuous improvement and development.

What is the accreditation criteria?

Accreditation criteria are the optimum required for the college to be able to perform its mission effectively and at a level worthy of higher education institutions, in light of its declared mission. It includes seven criteria related to the institution's ability and seven criteria related to its educational effectiveness.

Are you among those people responsible for the quality of education?

The quality of education represents a common interest for the student, the educational institution, the community, and the state. Therefore, it is also a shared responsibility. Each of the concerned parties has a specific role in it. The state provides equal opportunities for quality education for all, sets laws and policies, and allocates resources for their implementation. It also guarantees institutions of higher education a great deal of autonomy that they allow for improvement and development in pursuit of excellence. In return for that subjectivity, it sets the necessary systems and mechanisms for accountability to protect the rights of students and society. On top of these systems is the establishment of the National Authority for Quality Assurance of Education and Accreditation.

What is the student's role in the quality assurance system in teaching and learning?

Your role in the quality assurance system in education within your college not only is the primary role but also the motivator for the rest of the parties involved with you. In order to be a positive participant in these processes, you must clearly know your rights and duties (student's code of ethics). In light of the foregoing, your primary role in the implementation of quality systems in education in your college can be crystallized in the following axes:

1. Curriculum:

- Ask the professor of each course of study about the intended learning outcomes from it.
- Ask about the description of the program whose courses you are studying.

2. Teaching and learning:

- Help your professors by performing the assignments assigned to you, actively taking part in the discussions that arise in the lecture halls, and asking meaningful and constructive questions.
- Interact with your professors. To apply modern learning methods (e-learning, self-learning, etc.), which aim to arm you with basic skills required by the labor market.
- Participate in training programs held by the university with the aim of developing your skills and acquiring more information and knowledge.
- Actively participate in the summer training, which represents the most important requirement for joining the labor market.
- Participate in the training courses held by the college on a regular basis, which give you skills according to the needs of the labor market.

3. Evaluation:

- Be keen to evaluate the teaching and learning processes in which you interact with your professors, and to be objective to the maximum degree so that the desired goal of this evaluation is achieved. This Evaluation is usually conducted through formal methods such as:
- The paper questionnaires distributed to you beside our Al-Farabi electronic questionnaire system to ensure the quality of education completed at the end of teaching the course.
- Or using informal methods such as: your professor asks you about your opinion of a course or other educational service you receive in the college.
- Be positive and abandon the negativity. If you are not satisfied with anything in your educational institution, it is necessary to inform the officials through the various mechanisms available to receive complaints.
- Initiate useful ideas collectively that improve the educational process.

4. Teamwork:

Help and support your colleagues in understanding and learning, as well as explaining the importance of their role in achieving quality education to ensure a better future for you and your country.

5. Student support:

- Read the student's Guide well and keen to know the study system, examination systems and the rules governing them.
- Be keen to take advantage of the college's student welfare services.
- Participate in student activities.
- Be keen to constantly communicate with your academic advisor or scientific leader and constantly ask for his advice.

6. Drawing up college policies:

- Learn about the college's vision and mission and share your opinion through periodic surveys in the process of improvement and development.
- The college administration is keen to represent you in making various decisions through the participation of your representatives in the various the college committees.

7. Optimum use of college resources:

- Be keen to take advantage of the college's resources (library, computers in the Technology Club, laboratories, activities room, etc.....)

8. Community Participation:

- Participate in community and environmental awareness programs as they are an integral part of the requirements for your acquisition of work skills.
- Participate in seminars and scientific conferences and conduct research through which you will be trained on the mental and scientific skills required by the labor market.
- Initiate voluntary work that serves your community and contribute even if a small part of your time.
- Participate in medical convoys and visits to hospitals in order to add a smile to the patients' lips and alleviate their suffering.
- Participate in educating school students so that they can become companions on the right path.
- Participate in scientific trips to pharmaceutical companies and factories.

9. Ongoing Accounting:

- Account for Your Deeds and judge the extent to which you follow the specifications of a good student.

10. Education Development:

With the application of the credit hour system, the quality assurance course was activated for first-level students, which aims to spread the introductory and applied culture of the concept of quality among students.

11. Academic Advising:

In the interest of maintaining continuous communication, we activate the academic advising system for students of the 2016/2017 academic year.

Definition of Academic Advising System:

Academic advising is a cornerstone of the educational system. The faculty members acquaint the students with the regulations, policies, and activities of the educational institution, and guide them to proceed with their studies in the best possible way.

Academic advising is one of the pillars of university education as it aims to guide students to obtain the best results, adapt to the university environment, and seize the opportunities available by providing them with academic skills that raise the level of their educational attainment.

Academic advisor:

He is a faculty member chosen by the Vice Dean for Education and Student Affairs to be responsible for guiding a group of students in the bachelor's stage and extending a helping hand to them in facing difficulties related to their scientific disciplines by identifying possible solutions for their issues.

Academic Advising Objectives:

The Academic Advising System seeks to provide advice and assistance to students in facing their difficulties and help them in solving them to produce a generation of pharmacists equipped with the knowledge and decision-making ability through the following objectives:

- 1) Preparing new students to learn about university life and its study system through counseling and orientation programs.
- 2) Following up with students academically, guiding and observing them, and submitting reports and recommendations to the Vice Dean for Education and Student Affairs.
- 3) Paying attention to cases of academic failure and working on studying the causes of that struggling , offering a helping hand and suggesting possible solutions.
- 4) Helping students discover their abilities and tendencies, define their goals, and develop their potentials, which will achieve the interest of society.
- 5) Spreading awareness of the college regulations among students.
- 6) Strengthening the relationship between students, faculty members and their assistants and building social relationships for the student with his colleagues.
- 7) Urging students to adhere to virtuous morals and civilized behavior and to show the qualities and etiquette of a seeker of knowledge.
- 8) Study the negative behavioral phenomena of some students and work to find possible solutions to them.
- 9) Taking care of outstanding and talented students, guiding them, and helping to continue to excel.
- 10) Helping students and preparing them for practical life, enabling them to succeed in various jobs and community service.

Academic advisor duties:

The task of the academic advisor is to focus on the performance of the university student from his enrolling at the university until graduation. The main task of the academic advisor, especially in the first year, will be to follow up with the student during his studies in the first semester of the university year. The most important duties of the academic advisor at this stage are:

1. Introducing the student to the vocabulary of the study plan for the academic year in which he is enrolled.
2. Familiarity with the available resources in the college and guiding students to the best ways to benefit from them.
3. Introducing the student to the dates of the semester and end-of-semester exams and the general rules regulating them.
4. Evaluating the student's performance after announcing the grades of class work and practical grades
5. Knowing how to postpone the semester or the whole year.
6. Informing the student of the importance of attending lectures and exposing him to deprivation if he exceeds the percentage specified for him in absence according to the internal regulations.
7. Familiarizing the student with the penalties to which he is subjected if he violates social norms inside the lecture halls in particular, and in general, the university campus. Cheating in exams exposes him to dismissal.
8. Follow up with student performance and pass rates, sort students, determine their scientific level, encourage the superior to continue to do so, guide students with low averages, motivate and alert them to the procedures followed in this regard so that they can easily overcome obstacles.
9. Introducing the student to the administrative and organizational structure of the college, the services provided in the college, and his rights and duties.
10. Encouraging the student to keep in touch with his academic advisor according to the declared office hours.
11. Helping students with special circumstances to overcome their disabilities and health problems.
12. Discovering the skills and talents that the student has in the hope of developing them better.
13. The academic advisor submits a report for students at the end of each semester to the Vice Dean for Education and Student Affairs, explaining what activities and guidance have been implemented for the students. He also delivers student follow-up forms.

12- Complaints Committee:

The college is keen to implement all the practices that credibly reach the students' opinions, so the policy of receiving complaints allows to reduce and solve the problems that some may encounter.

The mechanisms for filing complaints are as follows:

13- Al-Farabi's Education Quality Assurance System:

- 1) The students with complaints shall submit an official complaint to the Prof. Vice Dean for Education and Student Affairs or put it in any of the Complaints Boxes in the college, provided that it includes the name of the complainant and complete contact information.
- 2) In the event the complaint is submitted to the office of Mr. Prof. Vice Dean for Education and Student Affairs. His Excellency will study the complaint and try to find a solution for the complainants through the official methods according to the nature of the complaint, including addressing the official in question or bring the matter to the Student Affairs Committee to take the necessary action.
- 3) If the complaint is submitted to the complaints box, the committee formed by the college council opens the box and brings the complaints to Mr. Prof. Vice Dean for Education and Student Affairs. His Excellency would investigate the complaint and try to find a solution for the students who complained through official methods according to the nature of the complaint, including addressing the official in question or presenting the matter to the Student Affairs Committee to take the necessary action.
- 4) The Vice Dean for Education and Student Affairs sends an official letter to the students submitting complaints, explaining the measures that have been taken to solve the matter in question.

13) Al-Farabi's Education Quality Assurance System:

It is an electronic system to ensure the quality of teaching and learning on the university's website, so be keen to take advantage of it by obtaining the username and password from the Quality Assurance Unit at the college. This system allows you to:

1. Give your opinion on: Courses -
2. The official responds to them.
3. It is possible to access the Al-Farabi system for quality assurance. Lectures - lecturers - laboratories - lecture theatres - evaluation systems.
4. Sending complaints and suggestions to any college official through the following address:

<http://farabi.mans.edu.eg/eu/QA/QAlogin.py>

14 - Quality Assurance Unit location

1. The upper third floor of the administrative building of the Mansoura University college of Pharmacy -.
2. Quality Assurance Unit Email:
Mo.mans.gau@gmail.com
3. Tel: 050/2200242
4. Telephone and fax: 050/2200520
5. Extension phone: 25050 - 25052

**Educational guidelines and instructions for college students
Academic year 2020/2021**

Our students... We welcome you to Mansoura University... and your college, the College of Pharmacy:
General tips and tricks

Dear Student, Dear Student:

In Your Interest, the college administration asks all students to read these instructions carefully to benefit from them throughout their years of study, which are as follows:

1. Read the Student's Guide carefully, as it is a good way to learn about the college's regulations and instructions within the university.
2. Pay close attention to unapproved published advertisements, as their source may be malicious rumors, and they may be incorrect or accurate, so the student must rely on himself to review matters that concern him and refer to the competent department for this.
3. The necessity for the student to perform the registration by himself, to fill in the registration card accurately, not to write it off, and not to delegate any other person to do this process in his place, as this results in improper procedures that harm the student's academic career.
4. The student must keep the financial receipts and documents for exemptions or grants offered by the university to show them when needed.
5. Please maintain the cleanliness and order inside the university campus, and the classrooms. The university is your home. You must maintain it.
6. It is necessary for the student to obtain the university card (the card) after completing the admission and registration procedures at the university, as it is necessary for him.
7. The necessity for the student to obtain the library card at the specified time, so that he can enter the library and benefit from its services.
8. Attendance and punctuality are a prerequisite for studying at the university, as each student must attend at least 75% of the course hours.
9. Ensure registration and payment of tuition fees on the dates determined by the college administration.
10. It is forbidden to place any advertisements or distribute pamphlets or leaflets inside the university campus without approval by the college administration and the university administration.
11. The student must respect the system and the law in force at the university and not cause problems and riots.
12. The student should review the academic advisor upon registration for each semester and ensure that he is proceeding in a natural manner according to the academic plan, and that he constantly resorts to him and benefit from his instructions.
13. Going to the Student Affairs Department in case the student faces an academic problem and going to the Student Welfare Department in the event of facing a social or psychological problem to overcome it and to help solve it. In the case of problems that are difficult to solve with the knowledge of both departments, the head is directed to the Prof. Dean of the College or Prof. Vice Dean for Education and Student Affairs.
14. Choosing the appropriate time for the review, and your dealings with the employee with kindness and respect, directly and frankly, away from ambiguity, condescension, and estrangement, facilitates your task and helps you solve your problems.

15. It is necessary to inform the student of the bulletins and announcements issued by the university, the college, or what is published on the official notice boards of the university. Ignorance of the system or the law does not absolve the student from responsibility.

(Dear student always remember; that ignorance of the law does not absolve of responsibility)

The following is a set of general guidelines and directions that can facilitate your study:

First: General Instructions and Directions:

1. Extracting a university ID from the Education and Student Affairs Department.
2. Check the Student Affairs Department to find out the program for the first semester, and to know the lecture times and locations.
3. Make sure to join the lectures from the first day of the semester start.
4. Constant review of the bulletin boards because they contain information that interests you.
5. Don't place any advertisements or posters, or distribute brochures inside the university campus, and inside lecture halls and laboratories without referring to the college administration, student affairs, or the college deanship.
6. Attendance, perseverance, and discipline in the lectures. Don't disturb by knocking on the hall doors or asking someone from inside the lecture, whatever the reasons.
7. Not to resort to any procedure that would delay or postpone your studies except after consulting the academic advisor.
8. Success or failure, care or negligence, attendance or absence, seriousness, or humor, all of this is the responsibility of the student, (and hence be capable of responsibility)
9. Ignorance of the laws, instructions and regulations does not absolve the student from responsibility.
10. Make sure to check with your professors at the allotted time and in accordance with the office hours of the professors
11. Make sure to have the student handbook so that you can view the instructions for granting a bachelor's degree with accuracy and interest.
12. The library and its resources are a wealth in the life of a student of knowledge, so protect its books, periodicals and references from damage or loss.
13. Maintaining the cleanliness of the college reflects your moral values.
14. When facing any academic problem, you should consult your academic advisor, and if the problem is not academic, you should review the Prof. Vice Dean for Education and Student Affairs or the Dean of the College.
15. Take advantage of your spare time to engage in targeted cultural, sports, artistic and social activities, and invest your presence in the university and college in what is beneficial to you.
16. Be sure not to smoke in all university places and internal college facilities.

Second: General guidelines for maintaining order outside the lecture halls:

1. Maintain calm and order inside the building and the college corridors and don't disturb your fellow students during lectures.
2. Don't open cell phones audible to others (music and songs), which causes inconvenience and confusion to lecturers and students alike inside and outside the halls.
3. Giggling, laughing loudly and calling out to others in a loud and annoying voice are forbidden, because this is an uncivilized and non-educational appearance, which affects the smooth running of the educational process inside the college.
4. Sitting individually or in groups on the staircases or stair climbing causes embarrassment to you and others and infringes their rights.

5. Maintain the cleanliness of the building and its various facilities (halls, corridors, stairs, toilets, etc.) and don't throw waste and leftovers of food and drinks (juices and Pepsi) here and there and adhere to throwing them in the places designated for them and scattered everywhere.
6. Don't write on the building's assets such as tables, chairs, blackboards, or walls.
7. Maintain the state properties and the College building, and do not tamper with them.

Third: General guidelines for maintaining order in the lecture halls:

1. Commit to attending on time, before the lecturer.
2. Turn off cell phones during the lecture, and do not use them inside the hall for any reason.
3. Maintain the arrangement of seats inside the hall and avoid causing chaos or disturbance by moving them from one place to another for personal purposes.
4. Maintain calm and order within and during the lecture and avoid side conversations that affect its progress and infringe on the rights of your colleagues to receive knowledge.
5. The lecturer has the right not to allow the late male/female student to enter the lecture hall and laboratories after his attendance.
6. Ensure that the lecturer's requirements of reports, research, and accompanying activities requested are submitted on time.
7. Students should not accompany any visitor or escort into the lecture hall, for whatever reasons.
8. **Full adherence to the instructions for absenteeism from lectures contained in the regulations in force in the college is required because violating this leads to denial of entry to exams.**
9. Strict adherence to the instructions for cheating in exams or attempting to cheat and the consequent procedures or penalties.
10. Be keen to exploit the free time between lectures by going to the library and using the Internet.
11. Diligence and perseverance in attending lectures according to his academic schedule.

Fourth: Exam guidelines for college students:

❖ **Article (125) of the executive regulations of the Law regulating Universities states the following:**

(Any student who commits exam cheating and is caught in flagrante delicto shall be taken out by the Dean or his representative from the examination hall, and he shall be denied entrance to the examination in the rest of the subjects. The student is considered to have failed all the subjects of this exam and is referred to the Disciplinary Council. In other cases, the exam shall be invalidated by a decision of the disciplinary board or the college council and shall result in the invalidity of the academic degree if it was awarded to the student before cheating.)

❖ **All students must abide by the following instructions in the theoretical and oral exams:**

8. It is absolutely prohibited to enter the mobile phone inside the examination halls
9. Smoking is not permitted inside the examination halls.
10. All students must be present in the examination halls at least fifteen minutes before the start of the examinations, and the exam president will not allow students who are late to enter after five minutes at most, whatever the reason.

11. No books, notebooks, references, or any papers of any kind, tools or bags will be allowed inside the examination hall other than what is necessary to answer the questions.
12. No student is allowed to enter the examination hall without his personal identification card, and the student must hand it to the observer before receiving the answer sheet and receiving it from him after he handed over the answer sheet
13. The student will not be given more than one answer booklet.
14. The student must make sure to write his name and his seat number on the data written on the back of the answer booklet.
15. The student must sign upon receiving the answer sheet in the lists prepared for this.
16. All students must abide by the following: -
 - A. Just write the answers
 - B. Not to write any marks on and inside the answer sheet outside the scope of the required answer, in order to avoid accountability and punishment
 - C. The answer is in blue only
 - D. Not write in Arabic in the subjects taught in English.
17. No student is allowed to leave the examination hall before half time specified for the examination has passed.
18. Any attempt to cheat or disturb order within the exam halls will cancel the student's exam and expose him to accountability before the disciplinary board of the college.

❖ All students must abide by the following instructions in the Electronic Paper Checking System

- You must check the number of pages of question papers before starting to answer.
- The name is written on the question paper and delivered along with the answer sheets
- The exam will be corrected electronically. No answers will be considered in the question paper.
- Use a blue or black ballpoint pen only when shading, and do not use an ink pen.
- Write the student's complete data in the space designated for it.
- It is forbidden to puncture the answer sheet, and it is forbidden to scrape or cross out.
- It is strictly forbidden to use the corrector pen.
- Focus well and make sure that the answer number matches the question number before shading and the circle is completely shaded.
- Get enough time when reading each question so that the question is understood correctly.
- It is strictly forbidden to shade more than one answer to one question at all, and no score will be calculated in the case of shading more than one answer or placing a mark (√) on shading or a mark (X) on shading.
- Maintain the shape of the answer sheet clean and straight without bending or cutting.
- Do not write on the answer sheet in a place other than the specified place for writing the student's data.
- The answer sheet system will be horizontal, not longitudinal.
- It is forbidden to write on any barcode.
- Do not scrape or cross out the borders of the answer sheet.

- Not entering the examination hall with a mobile phone, and the exchange of tools between students is prohibited.

Our students can see the study schedules, exams schedules, as well as the description of courses for all academic years through the college website on

<http://www.mans.edu.eg/facphar/arabic/>

Or through the social networking site (Facebook) by visiting:

Website (Office of the Vice Dean for Education and Student Affairs, Mansoura Pharmacy)

<https://www.facebook.com/ViceDeanOfficePharmacyEducationStudents/>



The Mansoura University College of Pharmacy offers distinguished study programs that lead to obtaining a bachelor's degree in pharmacy, in addition to conducting research and services that serve the local and regional community.

- The study began at the College of Pharmacy by accepting the first batch of students in the academic year 1971, and the number was 48 male and female students.
 - The Deputy Prime Minister for Culture and Information issued decision N°.134 of 1973 to Separate Pharmacy Departments from the College of Medicine to become an independent college.
 - The first batch graduated from the college in the year 1975, and its number of males and females was 105.
 - By ministerial resolution N°. 1573 of November 10, 2001, the number of academic departments increased to become eight departments. By ministerial Resolution N°.5402 on 12/12/2012, the number increased to become nine departments.
1. Pharmaceutics Department
 2. Pharmacognosy Department
 3. Department of Clinical Pharmacy and Pharmacy Practice
 4. Pharmacology and Toxicology Department
 5. Department of Microbiology and Immunology.
 6. Department of Pharmaceutical Organic Chemistry.
 7. Department of Pharmaceutical Analytical Chemistry.
 8. Department of Medicinal Chemistry.
 9. Department of Biochemistry.

Article (1):

The vision of the program

Scientific excellence and continuous development to serve the curative health system and the pharmaceutical industry and to achieve sustainable development to reach a prominent position globally in the field of pharmacy.

The Message of the Program

Preparing pharmacists with professional ethics and qualified with the latest concepts of pharmacy and curative care that enable them to contribute to the development of pharmaceutical industries and raise the efficiency of the pharmaceutical care system at the local and regional levels in hospitals and private pharmacies by providing pharmaceutical services at a professional skill level in public and private pharmacies, factories, pharmaceutical companies, and control laboratories Pharmaceutical and food analysis, in addition to working in the field of media and pharmaceutical marketing, and actively participating in scientific research through research centers and universities to serve the community.

Program Goals

- Graduating a Distinguished Alumni of Mansoura's University, who is eligible to work in public and private pharmacies, pharmaceutical factories and companies, drug control laboratories, food analysis, and work in the field of media, marketing, research, and universities.
- Focusing on the role of the pharmacist in providing appropriate health care to the patient inside and outside hospitals through educating and providing advice to individuals and communities to improve treatment outcomes and reduce disease incidence, considering that the profession practices its responsibilities and authorities, respecting its laws and ethics, and respecting patients' rights.
- Preparing a pharmacist practicing pharmacy in an evidence-based manner to provide contemporary pharmaceutical products and pharmaceutical services. In addition, he will have effective leadership communication skills.
- Graduating pharmacists working as lifelong learners with the aim of sustainable professional development and demonstrating the ability to perform performance evaluation and self-evaluation skills.
- Increasing the competitiveness of program graduates at the regional level through study and training programs.
- Participation in community service, environmental development and providing a tangible economic return through rationalizing the use of medicines in hospitals.
- Commitment to achieving quality standards in pharmacy education through interactive education and attention to self-learning.

Article (2): The academic degree awarded to graduates:

The Mansoura University Council grants, upon the request of the College of Pharmacy, the degree of Bachelor of Pharmacy (PharmD) according to the credit hour system.

Article (3): Qualification for higher academic degrees:

The degree of Bachelor of Pharmacy (PharmD) is the first university degree in the field of pharmacy necessary to obtain a license to practice the profession in all available pharmaceutical fields. It also qualifies the graduate to register for a master's degree in any of the scientific departments in the college or to register in one of the following graduate programs:

First: a postgraduate diploma in the following specializations:

1. Clinical pharmacology. (Specific program)
2. Pharmaceutical technology.
3. Cosmetics.
4. Herbal medicine.

5. Forensic toxicology.
6. Microbiology and Immunology.
7. Chemistry of the pharmaceutical industries.
8. Drug design.
9. Quality control and drug analysis.
10. Biochemistry.
11. Clinical Nutrition (a specific program)

Second: Master's degree:

Master's degree in Pharmaceutical Sciences.

Third: PhD:

Doctor of Philosophy in Pharmaceutical Sciences

Fourth: a professional master's degree in:

1. Immunology and Regenerative Medicine by credit hour system in French and English.
2. Quality control and pharmacological analysis.

Fifth: Doctor of Pharmacy degree in clinical pharmacy (professional degree)

Article (4): Study System

The duration of study in the program is five academic years (five levels over ten semesters) according to the credit hour system, and one year of advanced training (excellence) in the workplace (6-year program). In addition to the number of 100 hours of actual field training in private and government pharmacies and hospital pharmacies, it takes place during the summer vacations for the years of study after the end of the third level and before starting the internship year.

Each academic (year) level is divided into two semesters (fall and spring) and the duration of each semester is fifteen weeks. Some courses may be offered in a summer semester of six to eight weeks.

A credit hour is a unit of study and is equivalent to one hour of weekly theoretical study or a practical lesson of no less than two hours per week and taught over one semester.

Article (5): Designing the study program

The study program is designed so that learning is through theoretical lectures, panel discussions, practical lessons, workshops, field exercises, research, and presentation, in addition to cooperation with the community surrounding the university.

The course is designed to:

First: Successfully pass 175 credit hours over ten semesters of which 176 are the compulsory college requirements (Course Schedule) and 8 credit hours (the elective college requirements), provided the cumulative average is not less than one.

Second: Successfully pass 6 credit hours to fulfill the university graduation requirements, provided they are not calculated in the student's semester or cumulative average.

Third: Successfully pass 100 credits as an initial field training period in private, government pharmacies, and hospital pharmacies approved by the College Council, under the supervision of a faculty member. The training takes place during the summer vacations for the years of study after the end of the third level to complete the internship year (academic year - 9 months) after the completion of the study years, according to the detailed regulation of the internship year training program, which includes a graduation project in one of the specializations offered.

Article (6): Registration:

Clause (1) The college assigns to each group of students an academic advisor from the faculty member who performs the tasks of care and guidance. He is responsible for the student in scientific, social, and psychological affairs and directs him in everything related to his university life, and assists students in choosing courses from the list of courses offered by the college each semester.

Clause (2) The student shall personally register the courses he wishes to study each semester, provided the courses and the number of credit hours are selected with the help of the academic advisor. To register for the course, the student must have successfully passed the requirements of this course.

The college council may, in cases of extreme necessity for the student, register some courses in parallel with its requirements that the student has not successfully passed, or if the study load is less than 12 credits (item 4 - the study load), provided a written acknowledgment made by the student's guardian that his success in this course will not be approved until he will complete the requirement for which he was allowed to register in parallel.

The student must fill out the course registration form at the specified times according to the announced university calendar for each semester, and it is not permissible to attend classes until the registration process is completed.

Clause (3) A student is not allowed to register later than the specified times except with a compelling excuse accepted by the College Council, provided that the delay period does not exceed one week from the end of the registration period.

Clause (4) the study load:

The academic load is the number of credit hours that the student registers in one semester. It must be considered that the student's registered academic load in any semester should not be less than 12 credits and not more than 22 credits, and the academic load for a struggling student should not exceed 12 credits (see Article 13).

The study load during the summer semester is a maximum of 10 credit hours.

The College Council may allow the student in the last two semesters to increase the study load beyond the maximum, and not to exceed 3 credits (the student benefits once). The College Council may also allow the struggling student (see Article 13 - Academic Struggle) to increase the study load beyond the maximum limit. During the summer semester and not to exceed 2 credit hours.

Clause (5) addition, deletion and withdrawal:

After completing the registration procedures, the student may add or delete one or more courses to his credits in any semester, provided that this is within the specified periods according to the university calendar announced for each semester, taking into account the minimum and maximum academic load.

The student, after being registered, may also withdraw from one or more courses in any semester without being considered a failure in this course, if he submits a withdrawal request during the specified periods according to the university calendar announced for each semester. Whoever withdraws after this specified period is considered a failure unless he submits a compelling excuse accepted by the College Council and approved by the Vice President for Education and Student Affairs

Clause (6) improvement:

Providing the opportunity for improvement for students who scored (60 to less than 65) by enrolling in the courses in which they have scored less than 65, and the highest grade obtained by the student is calculated with a maximum of three courses during the study years in order to improve the student's cumulative average.

Article (7):

Clause (1) Punctuality

The student must regularly attend theoretical lectures, panel discussions, practical lessons, field exercises, and assignments. The College Council, at the request of the councils of the specialized scientific departments, may deprive the student of applying for the final written exam if his absence exceeds 25% of the total credit hours for each course.

Clause (2) Attending exams, absenting them, and breaching their rules

The student must take the final written exams on the dates set for them according to the university calendar announced for each semester. A student who is absent from the final written exam is considered a failure in the courses in which he was absent from the exam. The student is not considered failing in the event of absence with a compelling excuse accepted by the College Council.

Article (8): The language of study

The Program will be taught in English. However, some courses may be taught in the Arabic language based on the recommendation of the specialized scientific department and the approval of the college and university councils.

Article (9): Initial field training and advanced field training (internship year)

Clause (1) the Initial field training:

The student must successfully complete the Initial field-training period with a total of 100 actual training hours in private and government pharmacies, and hospital pharmacies approved by the College Council, under the supervision of a faculty member. The training takes place during the summer vacations for the years of study after the end of the third level

Clause (2) advanced field training (internship year):

The student must pass the internship year (9 months) after the end of the college years. Training will be during their course program at veterinary and human pharmaceutical companies. These include Local and international drug control such as MOH, CAPA, NODCAR, WHO, FDA, EMA, etc. in addition to hospitals and private, and government pharmacies. Those who wish to specialize in the academic field (teaching and research) can spend a training period in pharmacy colleges or research centers. The training program must include one clinical training course.

The student must pass the graduation project in one of the majors offered.

Article (10):

Admission requirements

Clause (1) It is required that whoever applies to join the program must fulfill all the conditions determined by the Supreme Council of Universities and in accordance with what is included in the executive regulations of the Law regulating Universities No. 49 of 1972.

Clause (2) the college accepts transfers from Egyptian or foreign universities of the same study program, provided the student fulfills the requirements for admission to the faculty and in accordance with the college intake capacity and after taking the opinion of the faculty council.

Clause (3) the student transferred from another college of pharmacy of the same program recognized by the Supreme Council of Universities is required to study 60% of the program's credits (109 credit hours) within the College of Pharmacy, Mansoura University. The courses he studied at your previous college are calculated for the student according to the rules determined by the college council.

Article (11):

Evaluation System

The final course grade consists of the sum of the semester, practical, written, and oral grades as shown in the study plan tables.

The minimum score for success in any course is 60% of the total marks for this course, and the student is not successful in any course unless he obtains 30% of the final written exam score, and the percentage of the final grades and grades is as shown in the following table.

Percentage	Points	Letter Grade	Level
95-100	4	A+	Excellent
90 to less than 95	3.85	A	
85 to less than 90	3.7	A-	
82.5 to less than 85	3.3	B+	Very Good
77.5 to less than 82.5	3	B	
75 to less than 77.5	2.7	B-	
72.5 to less than 75	2.3	C+	Good
70 to less than 72.5	2	C	
65 to less than 67.5	1.7	C-	
62.5 to less than 62	1.3	D+	Pass
60 to less than 62.5	1	D	
Less than 60	0.00	F	Fail
Withdrawal	-	W	Withdrawal
Incomplete	-	I*	Incomplete
Absent	-	Abs E**	Absent

I*: The student gets this grade if the attendance rate is highly significant and he is unable to enter the final written and oral exam (if any) for one or more academic courses in the same semester for compelling reasons accepted by the College Council. Therefore, he must perform the final written and oral exam (if any) No later than the second week of the following semester, with grade retention.

Abs E:** The student earns this grade if he is not able to enter the final written and oral exam (if any) on the aforementioned date in the previous paragraph (I) because the compelling reason has not gone away, and the student must register in this course when it will be offered again and studied completely. with grade retention.

There are other result codes:

The **S** does not correspond to any specific letter grade; rather, it is an indication of a “satisfactory level”.
The **U** does not correspond to any specific letter grade; rather, it is an indication of an “unsatisfactory level”.
The **T** does not correspond to any specific letter grade; rather, it is an indication of the grades earned in the previous college (transferred student).

P: Graduation Requirements

The student's semester grade point average (GPA) and cumulative grade point average (cGPA) are calculated as follows:

- A. For each course (the points shown in the table) are multiplied by the number of credit hours of this course to get the number of points for each course in the semester.
- B. Points are collected for all courses in which the student registered in one semester.
- C. The total points of all academic courses are divided by the total credit hours registered for the student in one semester, in order to obtain the semester average as follows:

Article (12):

$$\text{Semester average (GPA)} = \frac{\text{Total points for all courses in one semester}}{\text{Total credit hours registered in one semester}}$$

The cumulative average is calculated as follows:

$$\text{Cumulative grade point average (cGPA)} = \frac{\text{Total points for all courses for all semesters}}{\text{Total registered credit hours for all semesters}}$$

Failure in courses

- If the student is absent from performing the final written exam without an excuse accepted by the College Council.
- If the student obtains less than 30% of the final written exam score.
- Failure to achieve at least 60% of the total course grades.
- If the student fails a compulsory course in any semester, he must study the same course and take the exam when it will be offered again. If he fails an elective course, he can re-study or study another elective course to complete the graduation requirements, after the approval of the academic advisor and the approval of the College Council.

Article (13):

Academic struggling

- A student may be struggling academically if he/she earns less than a 1.00 semester GPA.
- A student will normally be dismissed if he gets less than a 1.00 semester GPA for six (6) continuous semesters or ten (10) non-continuous semesters shall be dismissed from the college after the approval of the College Council. Summer semesters, if any, are not taken into consideration.

Article (14):

Dropping out of College and Registration Hold

A. Dropping out of College

The student shall be considered dropped out if he did not register for a semester or withdrew from the semester, whether with or without an excuse.

A student may interrupt for a two-consecutive-semester period, or a maximum of three non-consecutive semesters provided the approval of the College Council is obtained. If he is interrupted for a longer period without an excuse accepted by the College Council and approval of the University Council, he will be dismissed from the College and the provisions contained in the executive regulations of the Law regulating Universities will be applied.

Suspension, Cancellation, and Re-enrollment

Clause (1). A student may apply for suspension of enrollment in the college according to the terms and conditions set by the university.

Clause (2). Suspension of registration: A student may submit an application to suspend his registration for one semester, up to a maximum of four

Separate or connected semesters for compelling reasons approved by the College Council.

Clause (3). Cancellation of enrollment: The student's enrollment is canceled if he commits a moral violation or violates the regulations of the college, university regulations, public morals, or a student disciplinary regulations were applied to him, in accordance with the Provisions of Law regulating Universities.

Clause (4) Re-enrollment: It is the re-enrollment of a student after being previously enrolled whose enrollment was previously canceled for one of the reasons stipulated in the regulations.

The interior of the college.

Article (15):

Requirements for obtaining a Bachelor of Pharmacy degree (PharmD)

Obtaining a Bachelor of Pharmacy degree (PharmD) according to the credit hour system requires the student to pass the following:

First: Successfully passing 175 credit hours over ten semesters of which 176 are the compulsory college requirements (Course Schedule) and 8 credit hours (the elective college requirements), provided the cumulative average is not less than one.

Second: Successfully passing 6 credit hours to fulfill the university graduation requirements, provided they are not calculated in the student's semester or cumulative average.

Third: Successfully passing 100 credits as an initial field training period in private, government pharmacies, and hospital pharmacies approved by the College Council, under the supervision of a faculty member. The training takes place during the summer vacations for the years of study after the end of the third level

Fourth: Successfully passing the internship year (academic year - 9 months) after the completion of the study years, according to the detailed regulation of the internship year training program, which includes a graduation project in one of the specializations offered.

Fifth: Successfully passing the graduation project in one of the specializations offered.

Article (16):

Student discipline system

Students enrolled in the program are subject to the disciplinary system set out in the Law on the Law regulating Universities and its Executive Regulations.

Article (17):

Clause (1) Code for Academic departments

N	Department	Codes
1	Department of Pharmaceutics.	PT
2	Drugs department.	PG
3	Department of Pharmacy Practice.	PP
4	Department of Medicines and Toxicology.	PH
5	Department of Microbiology and Immunology.	PM
6	Department of Pharmaceutical Organic Chemistry.	PO
7	Department of Pharmaceutical Analytical Chemistry.	PA
8	Department of Pharmaceutical Chemistry	PD
9	Department of Biochemistry	PB

Code system rules for course numbers

The first letter: represents the College of Pharmacy that teaches the course.

The second letter: represents the scientific department that teaches the course.

The first number: represents level (1 - 5), (E) represents elective courses and (ST) summer training

The second number: represents the first or second semester

The third or third and fourth number: represents (the course number)

Non-specialized course codes

N	Course	Code
1	Medical courses	MD
2	University Requirements	UR
3	Non Pharmaceutical Courses	NP

Clause (2) Distribution of academic courses to scientific departments:

1. Department of Pharmaceutics **PT**

Course	Code	Credit Hours		
		T	P /Disc.	Total
Professional Orientation	PT111	1	--	1
Natural Pharmacy	PT122	2	1	3
Pharmacies (1)	PT213	2	1	3
Pharmacies (2)	PT224	2	1	3
Pharmacies (3)	PT315	2	1	3
Biopharmaceutics and pharmacokinetics	PT 326	2	1	3
Pharmacies (4)	PT 327	2	1	3
Pharmacy Technology (1)	PT 418	2	1	3
Pharmacy Technology (2)	PT 429	2	1	3
Good Manufacturing Practice	PT 5110	1	1	2
Advanced Medication Use Systems	PT5211	1	1	2
		19	10	29

2. Pharmacology Department **PG**

Course	Code	Credit Hours		
		T	P /Disc.	Total
Medicinal Botany	PG 111	2	1	3
drugs (1)	PG 122	2	1	3
drugs (2)	PG 213	2	1	3
drug chemistry (1)	PG 314	2	1	3
drug chemistry (2)	PG 325	2	1	3
Practical and forensic drugs	PG 416	1	1	2
herbal remedy	PG 427	2	1	3
		13	7	20

3. Department of Pharmacy Practice **PP**

Course	Code	Credit Hours		
		T	P /Disc.	Total
Medical Terms	PP 111	1	--	1
Hospital Pharmacy	PP 322	2	--	2
Drug Information	PP 413	1	1	2
Pharmacy law and ethics	PP 414	1	--	1
Kinetic Clinical Pharmacy	PP 425	2	1	3
pharmacy practice	PP 426	2	1	3
Clinical Pharmacy (1)	PP 517	2	1	3
Clinical research & Pharmacovigilance	PP 518	1	1	2
Clinical pharmacology (2) and pharmacotherapy	PP 529	1	1	2
		13	6	19

4. Department of Drugs and Poisons PH

Course	Code	Credit Hours		
		T	P /Disc.	Total
Physiology	PH 211	2	1	3
Biostatistics	PH 222	1	--	1
Patient physiology	PH 223	1	1	2
Pharmacology (1)	PH 314	2	1	3
Pharmacology (2)	PH 325	2	1	3
Pharmacology (3)	PH 416	2	1	3
treatments	PH 427	1	1	2
Poisons and Forensic Chemistry	PH 528	2	1	3
first aid	PH 529	1	--	1
		14	7	21

5. Department of Microbiology and Immunology PM

Course	Code	Credit Hours		
		T	P /Disc.	Total
General microbiology and immunology	PM 221	2	1	3
Parasites and viruses	PM312	2	1	3
Pharmaceutical Microbiology	PM 323	2	1	3
Pharmacy biotechnology	PM 414	2	1	3
Medical microbiology	PM515	2	1	3
Public health	PM526	2	--	2
		12	5	17

6. Department of Pharmaceutical Organic Chemistry PO

Course	Code	Credit Hours		
		T	P /Disc.	Total
Pharmaceutical Organic Chemistry (1)	PO 111	2	1	3
Pharmaceutical Organic Chemistry (2)	PO 122	2	1	3
Pharmaceutical Organic Chemistry (3)	PO 213	2	1	3
Spectral Evidence	PO 314	2	1	3
		8	4	12

7. Department of Pharmaceutical Analytical Chemistry PA

Course	Code	Credit Hours		
		T	P /Disc.	Total
Pharmaceutical Analytical Chemistry (1)	PA 111	2	1	3
Pharmaceutical Analytical Chemistry (2)	PA 122	2	1	3
Pharmaceutical Analytical Chemistry (3)	PA 213	2	1	3
Automated and applied analysis	PA 224	2	1	3

Quality control and pharmaceutical analysis	PA 425	2	1	3
		10	5	15

8. Department of Medicinal Chemistry PD

Course	Code	Credit Hours		
		T	P /Disc.	Total
Pharmaceutical Chemistry (1)	PD 411	2	1	3
Pharmaceutical Chemistry (2)	PD 422	2	1	3
Pharmaceutical Chemistry (3)	PD 513	2	1	3
drug design	PD524	2	1	3
		8	4	12

9. Department of Biochemistry PB

Course	Code	Credit Hours		
		T	P /Disc.	Total
Cell Biology	PB 121	1	1	2
Biochemistry (1)	PB222	2	1	3
Biochemistry (2)	PB313	2	1	3
Clinical Biochemistry	PB 414	2	1	3
		7	4	11

Clause (3) Courses under the supervision of the scientific departments and the Vice Dean for Student Affairs

Includes 17 credits (6 credit hours for university requirements, 11 credit hours for other courses)

Code	Course	Credit Hours			Department
		T	P. /Disc.	Total	
NP 111	Mathematics	1	-	1	Medicines and toxins
UR 111	Information Technology	1	1	2	Pharmaceutical Analytical Chemistry
UR 112	Human rights and Corruption Fighting	1	--	1	pharmacies
UR 123	Psychology	1	--	1	Biochemistry
UR 124	Communication and presentation Skills	1	-	1	Pharmacy practice
UR 525	Entrepreneurship	1	-	1	Pharmaceutical Analytical Chemistry
NP 212	Scientific writing	1	-	1	Pharmaceutical organic chemistry
NP 513	Drug Marketing and pharmaco-economic	2	-	2	pharmacy practice
NP 524	Research Methodology	1	-	1	pharmaceutical chemistry
NP 525	Professional Ethics	1	-	1	Medicines and toxins
MD 121	Histology and Anatomy	2	1	3	Medicines and toxins
MD 512	Pathology	1	1	2	Microbiology and Immunology
		14	3	17	

Clause (4) University requirements: 6 credits (supervised by the Vice Dean for Education and Student Affairs).

Code	Course	Credit Hours			Exam Mark			Total Score	Test Dur.
		T	P	Total	C/W	P/ Panel	Written		
UR 111	Information Technology	1	1	2	15	25	60	100	1
UR 112	Human rights and Corruption Fighting	1	--	1	25	--	75	100	1
UR 123	Psychology	1	--	1	25	--	75	100	1
UR 124	Communication and Presentation Skills	1	--	1	25	--	75	100	1
UR 525	Entrepreneurship	1	--	1	25	--	75	100	1
Total		5	1	6					

Clause (5) College requirements: 175 credits

Clause (6) course requirements

To obtain the degree of the Bachelor of Pharmacy (PharmD), it is required to study and pass 181 credits over ten semesters during five levels, divided as follows:

1. University Requirements (UR) 6 credit hours
2. College requirements are 175 credits distributed as follows:

A - Compulsory courses 167 credits

B - Elective courses 4 courses totaling 8 credits

A new elective course may be added based on the proposal of the department council and the approval of the college and university councils.

3. The student must pass the initial field training with a total of 100 actual hours after the end of the course
The third level as described in Article (9) and Article (15)
4. The student must pass the internship year (an academic year of 9 months) after completing the years of study
5. The student had to pass the graduation project as indicated in Article (9) and Article (15).

Clause (7) elective courses:

The College offers elective courses from which the students are free to select eight credit hours (4 courses).

Course Code	Course Title	Credit Hours		
		L	P/T	Total
PAE 01	Advanced Pharmaceutical Analysis - Spectroscopy	1	1	2
PAE 02	Therapeutic Drug Monitoring	1	1	2
POE 03	Combinatorial Chemistry and Quantum Mechanics	1	1	2
POE 04	Modern Trends in Drug Synthesis	1	1	2
PDE 05	Drug Targeting	1	1	2

PDE 06	Advanced Medicinal Chemistry	1	1	2
PBE 07	Clinical Nutrition	1	1	2
PBE 08	Cancer Biology	1	1	2
PHE 09	Geriatrics	1	1	2
PHE 010	Advanced Therapeutics	1	1	2
PME 011	Infection control and antimicrobial stewardship	1	1	2
PME 012	Microbiological control of pharmaceutical products:	1	1	2
PTE 013	Nano & Radiopharmaceuticals	1	1	2
PTE 014	Cosmetic Preparations	1	1	2
PGE 015	Complementary & alternative medicine	1	1	2
PGE 016	Production and Manufacture of Medicinal plants	1	1	2

P: Practical T: Tutorial E: Elective

The College Council offers the elective courses from the examples mentioned in the previous table in each level/semester, after taking the opinion of the councils of the competent departments. The college can add other elective courses after taking the opinion of the councils of the concerned departments and the approval of the College Council. The approval of the University Council is required after giving the necessary justifications.

Article (21):

Internship Program for Internship Year:

A detailed program of training for the final year (**Internship Year**) is drawn up in the form of rotational courses in an appendix containing a list of the rotational training program in a detailed systematic manner.

Clinical Pharmacy Program

The Program Message

The Pharmaceutical Sciences Program (Clinical Pharmacy) seeks to support future pharmacists with all new in the field of pharmacy education to participate effectively within the healthcare team, academic fields, and the pharmaceutical industries.

The Program Vision

Leadership and excellence in education and scientific research in the field of patient care and other pharmaceutical fields.

Program Goals

- 1) Achieving quality in pharmacy education by applying modern systems and paying attention to self-learning.
- 2) Enhancing the capabilities of students and preparing them for competition after graduation in the national and regional market.
- 3) Graduating a distinguished pharmacist who is qualified to work in public and private pharmacies, pharmaceutical factories and companies, drug control laboratories, and food analysis, in addition to working in the field of media and pharmaceutical marketing, research centers, and universities.
- 4) Making the best use of the graduate's experiences and skills as an active member of the health care team.

Why Clinical Pharmacy?

Clinical pharmacy is one of the areas of practice of the pharmacy profession inside hospitals, where the pharmacist performs his work as a member of the medical team that cares for the patient, applying his (clinical) vision to ensure the optimal and safe use of medicines. Students are able to reach the desired professional goal. Therefore, the clinical pharmacist participates in the visits to patients as a member of the medical team, and performs the following functions:

- 1) Obtaining the patient's therapeutic history.
- 2) Choosing the most suitable treatment methods and monitoring the course of treatment.
- 3) Answer the inquiries of doctors and other health workers regarding information related to medicines in terms of how to calculate doses and drug interactions with each other and with accompanying foods
- 4) Educate patients and respond to their inquiries.

It has been introduced in the field of clinical pharmacy other jobs in addition to the above, such as:

- ◆ Clinical pharmacokinetics
- ◆ Parenteral Nutrition Service
- ◆ Clinical toxicology practice under the name of Poison Information Center.
- ◆ Basic drug therapy advice.
- ◆ Participation in the evaluation of drug use.
- ◆ Practicing clinical pharmacy specialized in various medical fields such as oncology, kidney and urology, surgery, pediatrics, intensive care, and others.

Some forms of the positive intervention that a pharmacist can achieve

- 1) **Before prescribing the drug:** Participate in the development of drug policies that achieve the optimal use of each type of medication and the different treatment protocols.

- 2) **While prescribing the drug:** cooperate with the treating physician in choosing the optimal drug and calculating the suitable dose for it, as well as making sure that there are no interactions or interactions between the drugs and each other.
- 3) **After prescribing the drug:** following up on the patient's regularity in taking the drug and explaining the best way to use it or preparing the patient's doses in the case of drugs that are taken by intravenous injection.
- 4) Preparing the medicine, especially the injection medicines, or those medicines that need to adjust the doses accurately or require special methods of preparation such as chemotherapy medicines for cancer diseases. This is often done in places designated for that known as sterile preparation laboratories.
- 5) **Giving medicine to patients:** the pharmacist cooperates with the nurse in how the patient takes the medicine and the time of administration in the case of injections or its timing in relation to food in the case of tablets.
- 6) Providing scientific information about the drug for the patient and the medical team, including doctors and nurses. This point is very important and one of the main duties of the clinical pharmacist, as he is keen on providing information about drugs for each category in a manner that suits them best and to achieve the best therapeutic benefit for drugs.

STUDENTS' HANDBOOK ON CODE OF ETHICS

First Axis: Ethics

It is a form of human awareness, as it is considered a set of values and principles that move individuals and people, such as justice, freedom, and equality so that it rises to the point of becoming a cultural reference for those peoples to be a legal basis from which countries draw regulations and laws. They are the traits, human ethology, and inner states that are perceived by insight and instinct. On the contrary, good manners can be considered among the actions and heart qualities. Actions of the hearts are specific to the work of the heart, while morality is of the heart, expressed by outward acts.

Religion is generally considered a bond of morality, and ethics is a study, where human behavior is evaluated in the light of ethical rules that set standards for behavior, which a person sets for himself or considers as obligations and duties within which his actions are carried out.

Morality in the Book and the Sunnah:

- The Noble Qur'an: You are of a great moral character (Al-Qalam - 4)
- The Purified Sunnah of the Prophet: **"Nothing is heavier upon the scale of a believer on the Day of Resurrection than his good character. Verily, Allah hates the vulgar and obscene."** (Riyad Al-Salihin)

Ethics for sociologists:

To know what is right and what is wrong and then do what is right.

We note here that:

- 1) The wrong behavior is clear and obvious, such as lying, theft, cheating, betrayal, forged speech, or bribery
- 2) The correct behavior is often surrounded by ambiguity and confusion. Rather, a person is often asked to choose between two alternatives for the same behavior, each of which seems correct.

Also, morals are the title of peoples, and all religions have urged them, which is the religion of all the messengers and all the monotheists, especially the nation of Muhammad (Peace be upon him) until God inherits the earth. It is crucial that Allah (SWT) sent messengers to command us to worship Him alone and ought to be virtuous people. Virtuous morals are the basis of civilization and a means of dealing between people. Poets have sung about it in their poems, including the famous **poetic verse** of the Prince of Poets Ahmed Shawqi: **"Nations are nothing but morals: If their morals disappear, they disappear."** "Morals have a great role in changing the current reality for the better if the Muslim is interested in acquiring good morals and staying away from bad habits. That is why the Messenger (Peace be upon him) said, "I was sent only to perfect good manners". With these words, the Messenger defined the purpose of his mission that Allah has sent me to **perfect noble morals** and complete good deeds, and he wants mankind to deal with the law of good morals, which ought to prevail above the statutory Law. Having good morals and avoiding evil deeds and sins leads the Muslim to achieve many noble goals,

including self-happiness and the satisfaction of conscience, and that it raises the status of its owner and spreads intimacy and love among members of the Muslim community. It is the path of success in this world and the hereafter.

Viewing the College as an Ethical Organization:

The college is an ethical organization because it is concerned with the development of character building not only in terms of science education but also in ethics education. It is inconceivable that the college will succeed in graduating cadres and conducting research while its students' behavior is not matching such ethics.

So now let's talk about the relationship between the professor and the students in the college. Professor and student ethics is a set of formal and informal standards of behavior that both professor and student use as a reference to guide their behavior in the performance of their duties.

Why do we care about ethics in college?

- Attention to ethics contributes to the improvement of the whole society.
- Commitment to work ethics contributes to the spread of social satisfaction.
- Efficient work ethic makes students and professors feel self-confident.
- Work ethic supports an enabling environment for team spirit and increased productivity.
- The moral commitment in the university secures it against risks to a large degree.
- Commitment to work ethics supports several other programs such as the Human Development Program - Total Quality Programs - Strategic Planning Programs.
- Commitment to strict ethical covenants prompts dealers to resort in their dealings to morally committed bodies as good practice expels bad practice from the workspace.
- The existence of an ethical charter that we abide by as a guide to everyone, especially when disagreements arise over a specific behavior.

The responsibility of the university professor in the moral development of his students:

1. The professor is a role model: The professor's words and actions are messages that he sends to his students and to the outside community through these students
2. The professional responsibility of the professor for the moral development of his students may be more dangerous than his responsibility for their scientific and cognitive development
3. The university professor is responsible for instilling sound values and good morals in the hearts of his students, especially the value of time, mastery of work, constructive dialogue, self-criticism, and following the scientific method.
"My opinion is a true one with the possibility of being false and the opinion of others is a false one with the possibility of being true". Perhaps, Imam Al-Shafi'i said.
4. The professor must realize his multiple roles for students and perform these roles efficiently and effectively. It may have been a **teacher**, mentor, **parent**, friend, colleague, perfectionist, reformer, or pioneer.
5. The university professor should take the issue of student leadership seriously and consider students to be his children.
6. The university professor should participate in student activities to employ these activities for the proper moral building of students.
7. The role of the professor in community and college service is inseparable from his role in science service and student service. Rather, his service to his work and students is the most important thing the professor offers as a service to the university and the community.
8. The professor's performance of his scientific role and teaching students honestly and faithfully contributes to:

First: the development of human knowledge.

Second: Graduating the citizen who is most capable of active participation in society.

Third: linking the education process to production.

Fourth: Accepting the tasks assigned to him in promoting the affairs of the college and developing the community with open arms.

Of the Etiquette and Rules for Students are:

1. He should avoid the reasons that distract him from acquiring knowledge, except for a reason that is necessary for the need
2. He should be humble to his teacher and be polite to him, even if he is younger than him in age and less well-known and their pedigrees are not of the same level.
3. The student should be humble for knowledge, for People who are intellectually humble unlock greater knowledge. The poet said:
knowledge is a war for haughty people..... Like a torrent is a war for the high areas.
4. He should obey his teacher, consult him in his affairs, and accept his words like a sane patient who accepts the words of a clever advice doctor. Certainly this is worthy of note. Imam Ali Ibn Abi Talib, Allah well pleased with him, said:
Of the rights of the scholar on you is that you greet the people with a collective greeting, but you greet him with an individual greeting; you sit down in front of him; you do not point with your hand nor wink with your eyes.
5. The student should be patient with learning. In the Islamic tradition, Ibn Abbas, Allah well pleased with them both, said: Humiliated when I was a knowledge requestor, strengthened when I was a Knowledge Consulting.
The poet said:
He who does not taste the bitterness of knowledge for an hour will taste the humiliation of ignorance all his life.
6. He should be keen on education and always persevere with it. He should not be content with a little if he is able to do a lot, and he shouldn't burden himself what he cannot bear for fear of being bored and the loss of knowledge.

The teacher has the right over the student:

1. The instructors expect students to engage deeply in the study while seeking to deserve their respect and reverence.
2. Rarely do you find a college or institute that does not have a number of academically distinguished professors. Here we recommend the student to be very careful to take advantage of this opportunity and to benefit from the professor as much as possible, even outside the classroom. Rather, he should strengthen his relationship with this professor and be keen to benefit from him anyway.
3. There is an important issue in the life of a serious student, the issue of sincerity to Allah, the Almighty. He must learn knowledge for the sake of Allah, the Almighty, and to employ what he learns to serve people in order to seek Allah, the Almighty, and benefit them in what is his specialty. The nation needs energies in all disciplines and needs good people in every field.

If a comparison is made between two students: one is loyal to Allah and the other is unfaithful, all of them will get the certificate and the financial benefits that the other one gets. The Prophet (Peace be upon him) said: "Whoever goes out seeking knowledge is in the way of Allah until he returns and Whoever travels a path in search of knowledge, Allah will make easy for him a path to Paradise". Everything that afflicts him from hardship and effort in studying and exams is rewarded for him.

4. The student who invokes the pure intention must take care of his specialization, and his relationship with it should not be limited to what he receives in the study halls. The impact of this should appear in his follow-up to books, periodicals, seminars and scientific programs related to his specialization, because without that he will not be able to benefit the nation through this specialization.
5. Some students resort to private lessons and receive incomplete knowledge from non-specialists or incompetent who only provide the student with some of the knowledge they are aware of, resulting in neglecting the study in which they spend their precious time.

6. Youth are the most important group in society. They have more energy and vitality. They are the future. Therefore, students must engage in extra-curricular activities that bring considerable benefits to society through their institutions and universities under the supervision of their professors.

Legal and Ethical Responsibility:

Legal responsibility differs from moral responsibility according to its different dimensions. The laws and procedures of the state determine legal responsibility, but moral responsibility is broader and more comprehensive than the circle of law because it relates to a person's relationship with his Creator, himself, and others. It is a personal responsibility before his Lord and conscience. As for the law, it is limited to what is necessary to deter people and it changes according to the applicable law. An external authority such as judges, security men, and prosecutors implement it. As for moral responsibility, it has a fixed value that does not change. A person's moral conscience makes practical judgments, which is his first authority.

Student Disciplinary System: (Law regulating Universities and its Executive Regulations)

- Students registered and eligible to take the examination are subject to the disciplinary system set forth below, **Article (123)**.
- Any breach of university laws, regulations, and traditions is considered a disciplinary offense. **Article (124)**, particularly:
 1. Acts that violate the college system or university facilities
 2. Disruption of studies, incitement to it, or deliberate abstention from attending lessons, lectures, and other university work.
 3. Every act that contradicts honor and dignity or violates good conduct inside or outside the university.
 4. Any breach of the exam system or staying calm during the exams, and every cheating or attempting to cheat in an exam.
 5. All damages to installations, equipment, materials, university books, or their dissipation.
 6. Every organization of groups within the university or participation in it without a previous license from the competent university authorities.
 7. Distribution of pamphlets or issue wall newspapers in any form in colleges or collect signatures without a previous license from the competent university authorities.
 8. Sit-in inside university buildings or participate in demonstrations that violate public order or morals.
- **Any** student who commits exam cheating and is caught in a flagrante delicto shall be taken out by the Dean or his representative from the examination hall, and he shall be denied entrance to the examination in the rest of the subjects. The student is considered to have failed all the subjects of this exam and is referred to the Disciplinary Council. In other cases, the exam shall be invalidated by a decision of the disciplinary board or the college council and shall result in the invalidity of the academic degree if it was awarded to the student before cheating. **(Article 125)**

Mansoura University Council decided in its session No. (477) on 23/10/2013 the following procedures:

- A. Freedom of expression is guaranteed, whether in legal meetings or demonstrations that are protected by the university, provided that:
 - The university administration is notified in advance of the date of the demonstration
 - It is limited to university staff only.
 - It is peaceful.
 - It should not involve violence or carrying a weapon of any kind.
 - It should not contain slogans that include insults and defamation of individuals or parties, whether verbally, in writing, sign, or drawing...etc.
 - It should not lead to disruption of the educational process by direct or indirect prohibition, incitement, or the use of loudspeakers or the beating of tambourines... etc.

- The demonstrators shall not wear masks in any form, method or tool.
- The demonstrators shall not damage, smash or attack university facilities by writing or drawings.
- B. It is not permissible to hold meetings for non-scientific purposes at the university (for partisan purposes) and it is not permissible for anyone from outside the university to attend them, whoever they are.
- C. It is not permissible to distribute inflammatory pamphlets against persons or bodies within the university, as this contradicts the mission of the university.
- D. It is not permissible to engage in any behavior that represents a violation of university values and traditions and is incompatible with honor, dignity, and good conduct.
- E. Anyone who enters and facilitates the entry of weapons, banners, inflammatory publications, or any material prohibited from entering the university, whether in his car or vehicle of any kind, shall be considered a perpetrator of the crime. He shall be referred directly to the competent authorities to take the necessary measures against him.
- F. Anyone who admits or facilitates the entry of people who are not affiliated with the university without disclosing their identity is considered a perpetrator of the crime, and the necessary measures are taken against him.

The penalty shall be increased if the objective in the previous two clauses is to use tools or people in activities that violate the university system or its facilities.

- G. It is not permissible to demonstrate or engage in sit-in demonstrations in corridors and inside university buildings and facilities.
- H. In the face of this, the disciplinary penalties stipulated in Article 126 of the Executive Regulations of the Law regulating Universities shall be imposed, which start from:

The disciplinary penalties are: (Article 126)

1. Oral or written warning.
 2. Warning.
 3. Denial of certain student services.
 4. Deprivation from attending the lessons of one of the courses for a period not exceeding one month.
 5. Dismissal from the college for a period not exceeding one month.
 6. Denial of an exam in one or more courses.
 7. Suspension of the student's registration for a master's or doctoral degree for a period not exceeding two months or for a semester.
 8. Canceling the student's exam in one or more courses.
 9. Dismissal from the college for a period not exceeding one semester.
 10. Denial of the exam in one semester or more.
 11. Depriving the student enrollment for a master's or doctoral degree for a semester or more.
 12. Dismissal from the college for a period not exceeding one semester.
 13. Final dismissal from the university and the dismissal decision shall be communicated to other universities. As a result, the student is not eligible to register or take the exam in the universities of the Arab Republic of Egypt. General and special legal rules are also applied for non-students.
- In addition, the university retains the right to resort to the Public Prosecution if the act involves a criminal act, whatever its degree.
 - The university has the right to impose direct financial fines against anyone who damages facilities, devices, materials, books, etc., after conducting the necessary investigation. The fine ranges from 3000 to 5000 Egyptian pounds, depending on the severity of the damage.

It is permissible to announce the decision issued for the disciplinary punishment within the college, and the decision must be reported to the student's guardian. The disciplinary sanctions, except for the oral warning, shall be kept in the student record file. The University Council may reconsider the decision issued for the final dismissal after the lapse of at least three years from the decision.

The bodies responsible for imposing penalties are: (Article 127)

1. Professors and assistant professors have the right to impose the first penalties stated in the previous article for what students commit during lessons, lectures, and various university activities.
2. The dean of the college has the right to impose the first eight penalties indicated in the previous article. If a disturbance or breach of the peace has caused or known to be likely to cause an academic suspension, the dean of the college may impose all the penalties indicated in the previous article. Provided confirming, canceling, or modifying the penalty, he will be brought before the disciplinary board within two weeks from the penalty if the penalty is final dismissal from the university, or before the president of the University for other Penalties.
3. The president of the university may impose all the penalties stated in the previous article except for the last penalty, after consulting the dean of the college, and he may prevent the student referred to the disciplinary board from entering the university premises until the day set for his trial.
4. The disciplinary board may impose all penalties.
 - No penalty of the penalties mentioned in Paragraph 5 and the following of Article (126) shall be imposed except after the investigations with the student in writing and hearing his words regarding what is attributed to him.

A faculty member delegated to investigate a student may not be a member of the disciplinary board.

Decisions issued by the competent bodies to impose disciplinary penalties in accordance with Article 127 are final. However, it is permissible to object to the decision issued in absentia by the disciplinary board within a week from the date of its notification to the student or to the guardian. The decision is considered in presentia if the request to attend was announced to the person himself or his guardian and the student's failure to attend without an acceptable excuse.

The student may appeal the disciplinary decision by submitting a request to the university president within fifteen days from the date of notification, and the university president puts the grievances submitted before the university council for consideration.

Presidential Decree-Law No. 15 of 2014 was issued to amend some provisions of the Law regulating Universities promulgated by Law No. 49 of 1972, the text of which was:

[A new article No. (184 bis) is added to the Law regulating Universities promulgated by Law No. 49/1972. It states that the university president may impose a penalty of dismissal on a student who engages in sabotage acts that harm or endanger the educational process, targets university facilities, exams, works within the university, assaults people or public or private properties, incite students to violence, use force, or contribute to any of the foregoing. The student will receive a registered letter of penalty after an investigation conducted by the university within a week at most from the date of the incident. The penalty may be appealed before the competent disciplinary board of the university, provided that its members include a member of the State Council and a law professor in the faculties of law, and the appeal shall be on the rulings of the Disciplinary Council before the Supreme Administrative Court (Subject-matter jurisdiction)]

The second axis: the duties of the student

First: The duties of the student in the academic field:

1. Familiarizing yourself with the university's bylaws and regulations and abide by them.
2. Commitment to standards of distinguished academic behavior.
3. Attending the orientation day to introduce the university's faculties and scientific departments.
4. Attending regularly, adherence to the required academic duties and tasks since the start of the study, and absence without an acceptable excuse, under the provisions in the university's bylaws and regulations.
5. Respectfully dealing with faculty members, colleagues, and all employees of the university's academic and administrative sectors, while respecting the privacy of each of them.
6. Compliance with the university's rules and regulations related to exam performance (exam cheating).
7. Commitment to the ethics of scientific research and the professional integrity of the research in which it is participating.
8. Abiding by the instructions given by the official or the observer in the examination hall or laboratories and not disturbing the calm during performing the tests.

9. No engagement in any behavior that contradicts religion and morals and affects the student's academic and professional status and social responsibilities.
10. Obligation to apply the penalty imposed on him in case he violates the university's rules and regulations.
11. Faculty member evaluation according to the forms prepared for this, considering the honesty when filling out these forms.
12. Maintaining a clean place inside the laboratory hall and maintaining laboratory tools.

Second: The duties of the student in the non-academic field

1. Fearing of Allah in secret and in public when using the university's facilities and properties and maintaining them in the best possible working condition.
2. Commitment to enter the university facilities during official working hours calmly and quietly, refrain from smoking in them, anxiety-avoidance, arousal disorders, and illegal gathering or legitimate gathering in places other than those designated for that.
3. Commitment to behavior and good looking, which are appropriate to Islamic and university norms, and avoid engaging in any behavior that violates Islamic morals or public morals observed within the university.
4. Obligation to carry the University student card during the university.
5. Commitment to maintain the university card and not to allow others to impersonate his or her identity.
6. The initiative to put forward ideas, discuss them with others, and carry out appropriate scientific research if assigned to it.
7. Commitment to the regulations and systems of the various sectors of the university (university housing, security, and safety, medical administration).
8. Obligation to provide the university with correct and accurate information and data about himself and to report any change in the data.
9. Be careful not to offend the university's reputation by any inappropriate behavior inside or outside the university campus, and the university may take the action against the student in the event of any violation.

Third: Prohibitions on Students:

1. Forgery, tampering, or misuse of university records, including official papers, academic certificates, and so on.
2. Abusing, defaming, or causing harm to members of the university community, including employees, students, and others.
3. Offending the creed or customs of any member of the college community, including employees, students, faculty members, or the supporting staff.
4. Procuring, possessing, displaying, manufacturing, or carrying any type of weapon or any other dangerous materials that may threaten the safety of individuals and their lives or the safety of the university's property.
5. Possessing, carrying, or using any firearm, white weapon, skewer, sticks, or any tool that is in itself a weapon, or any incendiary or flammable materials, projectiles, ammunition, or any materials that expose them to danger.
6. Carrying out any acts of sabotage or danger to lives or property that affect discipline, the course of study, or work at the university, such as sit-ins, occupation, marches, etc., or incitement, assistance, agreement, or participation in any of these acts
7. Using loudspeakers or any other means that affect achievement in classrooms, laboratories, and libraries without written permission from the university administration
8. Obstructing the course of the lecture by speaking or chanting, or entering and leaving the hall without the permission of the faculty member responsible for the activity
9. Using or exploiting the university's property for any purpose that is not intended for it, except with the permission of the competent authorities.

10. Committing any act that in itself constitutes a crime in the eyes of the laws of the country whenever this act affects the university students or employees or their interests or the university's public reputation, knowing that the conviction or lack of this act does not affect the university's authority to hold the student administratively accountable.
11. Keeping, manufacturing, possessing, consuming, or using any type of alcoholic beverages or any intoxicating or narcotic substance. Smoking is prohibited inside offices, laboratories, study halls, examinations, and libraries at the university.
12. Directing university employees to do any work without the approval of the competent authorities.

Ingenuousness	Courage	altruism
Honesty	Contentment	Justice
Mercy	Generosity	forbearance
Humility	Modesty	Pardons
Thanks	Patience	faithful

E-learning unit

Vision:

To become one of the best local, regional, and international units known for its originality and precedence in providing the latest technologies and expertise in the field of e-learning to advance higher education, scientific research, and community service.

Message:

Enhancing and supporting faculty members and students in adapting information and communication technology to improve the learning outcomes targeted at Mansoura University, with the creation of modern technological opportunities for faculty members and trainers that provide an easy learning environment that meets the needs of students, researchers and all members of society without dependence on time or place. Furthermore, providing expertise and support Technical and education in the field of e-learning for all educational institutions at the local, regional and international levels. Our mission is achieved by adhering to global standards of excellence in the fields of e-learning, scientific research, and community service.

Unit tasks

1. A link between the university's e-learning center and the faculty and students at the college.
2. Awareness and announcement of the various activities of the main unit and subsidiary.
3. Supervising and developing the college's website.
4. Spreading the culture of e-learning among students and faculty members.
5. Providing technical support to the faculty members of the college with regard to e-learning.
6. Assisting in providing faculty members with the necessary software to help develop teaching methods and means and provide technical support.

7. Attempting to activate the Microsoft agreement and to provide all faculty members with original and legitimate copies of Microsoft's basic programs.
8. Assisting in filming the lectures of the faculty members who wish to put their lectures electronically on the website (youtube) of Mansoura University through the main unit.
9. Providing assistance and explaining the steps required to convert academic courses into electronic formats.

The official website of the E-Learning Unit on Facebook:

https://www.facebook.com/Faculty-of-Pharmacy-MU-1505449906378518/?epa=SEARCH_BOX

The student can view the electronic courses through the following link:

<https://vc4.mans.edu.eg/moodle/login/index.php?fbclid=IwAR3UFuEu2xsBDfzgVW1MIB-deXVQhZR4TU0FnFq6TpL7yxbmqOCpJriRTpc>

College library

The library was established in 1974, and its first location was in the old building, then the library has now been moved to the fourth floor of the administrative building.

The library follows the open shelves system for books, and the storage system for printed periodicals. The library consists of one hall represented in the reading hall and container stores. The library includes a huge collection of books and scientific references specialized in the field of pharmacy in particular, and in general in scientific fields.

Our Vision:

Achieving leadership in providing information that benefits the educational and research process, especially electronic services.

Our Message:

Working on upgrading, and developing educational, and research services to be in line with the college's services to graduate distinguished pharmacists and researchers at a competitive level within the framework of academic standards and societal values.

Our Goals:

- Providing service to the beneficiaries of the faculty members and students as soon as possible to get information in the easiest way available.
- Informing the beneficiaries of the latest publications in the library through the annual supply of the library's holdings.

Library services

The Library activity is the true measure of scientific progress in the country. The college library provides services to students and researchers and provides them with the latest books and various periodicals, and this comes with good numbers of books and periodicals to facilitate their use.

- The library contains 6500 specialized scientific and reference books in English, 50 specialized scientific periodicals, as well as 754 master's theses, and 382 doctoral theses.
- The library includes the student's library besides the research library that serves postgraduate students and faculty members, believing in the method of research and perusal.
- The library includes external and internal borrowing of books according to the number of External borrowers. The Library does not loan books, references, or periodicals of one copy. The library opens its doors from eight-thirty in the morning from the beginning of the academic year until its end, and it is not permissible to borrow or use the library's services without a university card.
- The student who wants to loan books should submit the student card and complete the Application to become a Library Borrower. Upon **submission** of this form, he will receive the Outside Borrower's card.
- The library uses the "Dewey Decimal" system, which divides science into ten different sections in its classification plan for the content of information vessels.

Based on the libraries' instructions, Up to 10% (maximum 35 pages) of these.

Operating Hours:

<ul style="list-style-type: none"> • 9.00 am to 4.00 pm throughout the study period. • 9.00 am to 2.00 pm throughout the holiday period. 	<p><u>Contact</u></p> <ul style="list-style-type: none"> • Tel: 050-2246253 • Fax: 050-2247496 • Email: phrlib2@mans.edu.eg
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The digital library

About the digital library

- The digital library was established within the plan to establish digital libraries at the university in cooperation with the General Administration of Libraries (Digital Libraries Department). It is opened at the beginning of the year 2003, and its services depend on the complete electronic form.

Services provided by the digital library

1. Use of electronic databases
2. Search on the Internet
3. Electronic search services
4. Ongoing briefing services
5. Selective Broadcasting Services
6. All existing books, all scientific messages, and periodicals have been entered, with all data into a computer system using the bar code, and the automated system for borrowing and inventory has been activated.
7. The registration service is now being offered at the Egyptian Knowledge Bank in order to access the databases.
8. The annual inventory was done by wireless bar code only once in Mansoura University libraries.

Library Information Resources

Contain	Books		Periodicals	Theses		Audio-visual materials			
	Ar.	Eng.		M	PhD	C D	Discettes	Slides	Videos
Number	69	6579	50	816	405	—	—	—	—

Services

Service	Reading Room	Seats	Average of visitors	Average of Borrowers	Xerox
No.	2	59	564	7	—

Finance

sources of funding	Budget Allocation for purchase of books	Number of books purchased	
		Ar.	Foreign-language books
University Budget/ Budget Line Item 2/6	32.000	—	55
Total	32.000	55	

How to borrow

- The library provides a borrowing service to faculty members and their assistants. The borrowing period is required to be for one month, and the book must be returned and the loan can be renewed again.
- A faculty member may obtain three books, while graduate teaching assistants and assistant lecturers get only two books for each borrowing time.
- Loan service is provided to students of the five academic years during the academic year, as well as clinical pharmacy students.
- The student obtains the borrowing form from the librarian, and the data is completed in full with the need to adhere to the rules and conditions of the guarantor mentioned in the form.
- The period of external borrowing for students is only one week.
- The student must be committed to returning the loaned book within the specified period, with the need to keep it intact without any damages.
- The student must register his own ID number.

Library Entry Guidelines

1. Submit your college card or ID card to the library administration.
2. Putting the bag and tools in the wardrobe of personal belongings.
3. Food and drinks are not allowed inside the library.
4. Please remain calm.

Intellectual property and copyright

Protection of the Intellectual Property Rights and Publication Law

- **The author is the maker of the work and whoever is indicated, on the copy as a publisher is considered the author of the work unless there is evidence to the contrary.**
- **Reproduction is the creation of one or more copies of a written or audio recording work in any way or form, including permanent or temporary electronic storage of the work or sound recording.**
- **Publishing is any work that would make the work or audio recording available. The work is not made available to the public without the consent of the author or the owner of his rights.**

Copyright:

Article (1): Authors enjoy the protection of their rights over their literary and artistic works, in particular, the following works:

- Books, brochures, articles, pamphlets and other written works.
- Databases, whether they are read from the computer or otherwise.
- Lectures and any other oral works, if registered.
- Works of drawing with lines or color and printing.
- Photographic and similar works.
- Illustrations, geographical maps, sketches, and three-dimensional works related to geography or architectural designs.
- Protection includes the title of the work if he is an innovator.

Article (2): Protection does not include the following types:

- Ideas, procedures, working methods, operating methods, concepts, and principles.
- Official documents, regardless of their original language or the language transmitted to them, such as texts of laws, regulations, and decisions issued by administrative committees with jurisdiction.
- News of accidents and current events that are merely press news.
- National folklore is considered the public property of the people, and the competent ministry exercises over it the literary and financial rights of the author and works to protect and support it.

Article (3): The author and his successor shall enjoy, over the work, eternal moral rights that are not subject to prescription or assignment. These rights include the following:

First: Making the work available to the public for the first time.

Second: The right to attribute the work to its author.

Third: The right to prevent the work from being modified in a way that the author considers a distortion of it. Amendment in the field of translation is not considered an infringement unless the translator neglects to indicate the areas of deletion or alteration, or, by his work, offends the author's reputation and prestige.

Article (4): The author alone, if serious reasons arise, may prevent putting his work into circulation by withdrawing it from circulation or by making substantial amendments to it.

Article (5): The university and the competent college shall exercise the moral rights stipulated in Articles (1) and (3) of this guide in the absence of a legacy or a bequest after the expiry of the period of protection of financial rights prescribed in it.

Article (6): The author and his successor shall enjoy an exclusive right to authorize or prevent any exploitation of his work in any way, especially by copying, radio broadcasting, public radio broadcasting, public communication, translation, editing, leasing, lending, or making available to the public, including making it available via computers, the Internet, information networks, communications networks, and other means. The author and his successors also have the right to track the disposal actions in the original copy of the work, which entitles him to obtain a certain percentage not exceeding ten percent of the increase achieved from each disposal transaction in this copy.

Article (7): The copyright protection and the right of whoever has translated his work into another foreign languages end with translating that work into Arabic if the author or translator does not publish this right by himself or through others within three years from the first publication of the original or translated work.

Article (8): The author owns all financial rights that he has not explicitly waived.

Article (9): The author may receive the cash or in-kind compensation he deems fair for transferring one or more of the financial exploitation rights of the work to others based on proportional participation in the revenue resulting from the exploitation. He may also contract based on a lump sum or a combination of the two bases.

Article (10): The financial rights of the author stipulated in this law shall be protected for the duration of his life and for a period of fifty years starting from the date of the author's death.

Article (11): The financial rights of the authors of a joint work shall be protected for the life of all of them and for a period of fifty years starting from the date of the death of the last surviving of them.

Article (12): The financial rights of authors of collective works shall be protected for a period of fifty years starting from the date of their publication or making them available to the public for the first time, whichever is later.

Article (13): the financial rights over works published without the name of their author or under a pseudonym are protected for a period of fifty years starting from the date of their publication or making them available to the public for the first time, whichever is later. If the author is a well-known and specific person, or if the author reveals his personality, then the period of protection shall be in accordance with the rule stipulated in Article 10. Article (10).

Article (14): Where protection is calculated from the date of publication or making available to the public for the first time, the first publication or first public availability, whichever is later, shall be taken as a principle for calculating the period for the purpose of considering re-publication or re-making available to the public unless the author makes fundamental modifications to his work upon re-publication so that it can be considered a new work. If the work comprises several parts or volumes published separately and at intervals, then each part or volume is considered an independent work when calculating the term of protection.

Article (15): Under the law, any person may request from the competent ministry to grant a personal license to copy or translate or both to any work protected without the author's permission and for the purposes stated in the following paragraph in return for paying fair compensation to the author or his successor. This is provided that this license does not conflict with the exploitation of the work or cause unjustified damage to the legitimate interests of the author or copyright holders. Issuing the license shall be by a reasoned decision specifying the temporal and spatial scope of it and for meeting the needs of education of all kinds and levels.

Article (16): Without prejudice to the author's moral rights in accordance with the provisions of this Law, the author, after publishing his work, may not prevent others from performing any of the following acts:

First: Performing the work in meetings within a family framework or with students within the educational establishment, as long as this is done without the collection of direct or indirect financial compensation.

Second: Make a single copy of the work for purely personal use, provided such copying does not prejudice the normal exploitation of the work or cause unjustified harm to the legitimate interests of the author or copyright owners.

Third: Carrying out analytical studies of the work or excerpts or quotations from it for the purpose of criticism, discussion, or information.

Fourth: Reproduction of short parts of the work in electronic form or audio or video recording, for teaching purposes for the purpose of clarification or explanation, provided that the reproduction is within reasonable limits and does not exceed its purpose, and that the name of the author and the title of the work are mentioned on all copies whenever possible.

Fifth: Copying a single copy of the work by archives or by libraries that aim to profit directly or indirectly in any of the following two cases:

1. Copies of any published article, a short work, or an extract from a work, whenever the purpose of copying is to meet a request of a person to be used in a study or research, provided this is done for one time or at varying intervals.
2. Copies for preserving the original copy, or to replace the copy with a lost, damaged, or unusable copy and it is impossible to obtain a replacement for it on reasonable terms.

Article (17): Without prejudice to the author's moral rights in accordance with the provisions of this law, the author or his successor may not prevent newspapers, periodicals, or broadcasting organizations within the limits justified by their purposes from the following:

First: Publishing excerpts from his works that have been legally made available to the public. Publishing his articles on topics of concern to the public at a specific time, unless the author has prohibited this at the time of publication and under the terms of reference to the source from which they were quoted, the author's name, and the title of the work.

Second: Publishing speeches, lectures, seminars, and conversations delivered in public sessions and scientific, literary, artistic, political, social, and religious meetings. However, the author alone or his successor shall have the right to collect these works in groups attributed to him.

Article (18): If more than one person participated in authoring a work, all partners shall be considered authors of the work equally among themselves unless they agree in writing to the contrary. In this case, it is not permissible for any of them to exercise the author's rights alone without a written agreement between them, and each of them has the right to file lawsuits when an infringement of any of the copyright's rights occurs. If one of the co-authors dies without a successor, his share shall be transferred to the remaining partners or their successors, unless agreed in writing to the contrary.

Central lab

The college has a central laboratory that plays a vital role in raising the level of scientific research and the educational process and promoting the environment. Therefore, the College of Pharmacy aspires to achieve the following through the performance of the central laboratory for its pivotal role:

- Raising the capabilities of technical cadres and accessing sustainable mechanisms for self-financing.
- Building a clear and acceptable organizational structure.
- Forming cadres to work in the laboratory equipped with professional, technical and administrative skills.
- Forming a business model for the nature of the specialization for service beneficiaries.
- Strengthening and activating the relationship between the university and the community through:
 - Providing laboratory services to solve the actual problems that fall within the framework of the Kafr El-Sheikh Governorate and the North Delta.
 - Applying for joint projects and obtaining grants for researchers from local, national and international funding bodies.
 - Providing specialized technical training services with the preparation of training material guides in an electronic digital form.
 - Taking advantage of the biotechnology applications available in the laboratory to produce environmentally friendly materials.

The lab contains many automatic analyzers, including:

- 1- Gas Chromatography-Mass Spectrometry Device (GC-MS)

- 1- High Performance Liquid Chromatography (HPLC)
- 2- Three (3) Spectrophotometer UV/VIS devices
- 3- Infrared Spectrophotometer
- 4- In addition to devices:

Balances, Centrifuges, Vortex mixer, Melting point apparatus, Hot plates and pH meters

The lab is available to faculty members and the supporting staff, as well as postgraduate students in the college and the rest of the university's colleges.

Medicines and medical preparations analysis unit

Chair of the Board: Prof. Dean of the College

Vision:

The Pharmaceutical Analysis Unit seeks to gain the confidence of the community by providing distinguished scientific and technical services in order to activate the role of the college and university in serving scientific research and the surrounding community.

Unit message:

The Medicines and Pharmaceutical Products Analysis Unit aims to provide scientific knowledge and conduct technical studies on the analysis of drugs, pharmaceutical and veterinary preparations, cosmetics, and the like to bodies and institutions working in the field of medicine.

Unit activities:

- Quantitative and qualitative analysis of medicines and pharmaceutical preparations.
- Microbiological analysis of medicines and pharmaceutical preparations.
- Quantitative and qualitative analysis of cosmetics and the like.
- Clinical studies and bioavailability of drugs and pharmaceuticals.
- Studying drug interactions and their side effects.
- Formulation or reformulation of medicines for pharmaceutical companies.
- Studying the stability of pharmaceutical products and determining their validity.

Nuclear Magnetic Resonance Unit

Serving students and researchers from various disciplines at the national and regional levels and providing accurate and distinguished means of analysis to contribute to the field of drug discovery.

Message

Assisting researchers in the fields of pharmaceutical chemistry, organic chemistry, analytical chemistry, and medicinal plants to detect the chemical structure of manufactured and natural organic materials by a nuclear magnetic resonance device, contribute to research in drug design and discovery, and provide specialized programs and workshops.

Our Objectives

- 1- Assisting in conduct research that needs to identify the chemical composition of pure chemical compounds or dissolved mixtures, whether constructed or natural.
- 2- Work on the dissemination of modern technology related to the examination of elements and compounds for the various research centers and follow-up on the quality and purity of most industrial products.

- 3- Organizing scientific studies and training courses related to nuclear magnetic resonance.
- 4- Coordination with other scientific research centers at the national and international levels to exchange experiences and joint research in light of the instructions issued in this regard.
5. Developing the capabilities and skills of researchers and students in the field of various scientific research using nuclear magnetic resonance
6. Cooperating with the various sectors of society and assisting researchers in the fields of chemistry, pharmaceutical sciences and others.

IT club

- It began in the electronic examination hall in April 2008.
- Prof. Vice Dean for Community Service and Environmental Development is responsible administratively for the Club under the decision of the College Council.
- The area of the IT Club is about 500 (five hundred) square meters.
- The IT Club was divided into three air-conditioned halls, containing about 140 modern computers connected to the Internet, four projectors (data show), an integrated audio system, and 160 leather chairs.
- Club Activity:
- The club serves the faculty members of the college in general, and in particular the students of the college, in addition to all university students, faculty members, and graduate students, as it provides them with a complete Internet network.
- The Information Technology Club is used to conduct electronic exams for college students.
- The information technology club is used as a computer lab for the students and their academic years according to their needs.
- The information technology club is used to conduct educational courses, workshops and meetings for all Colleges at the University of Mansoura.

Scientific awards

The Mansoura College of Pharmacy is distinguished by the presence of distinguished faculty members, who have received many state awards and the University Appreciation and Incentive Award. Some of them have international awards, including the State Award for Scientific Excellence, The State Incentive Award, The State Award in Medical Sciences, The University Appreciation Award, University Incentive Award, University Award for Academic Excellence, University Award for Best Dissertation (Master), and University Award for Best Dissertation (PhD) — exceeded seventy prizes. They also include Abdul Hamid Shoman Award (Prof. Hussein Ibrahim Ismail Al-Sabbagh), Prize of the Third World Academy in Chemistry (Prof. Mahmoud Bakr Al-Ashmawy), Al-Khwarizmi International Prize in Medical Sciences (Prof. Farid Abdel Rahim Badriya). Such awards also encompass Distinguished Arab Scientists Award (Prof. Dr. Farid Abdel Rahim Badria), German scholarship offered to distinguished scientists in research worldwide (Alexander von Humboldt-Stiftung) (Prof. Fathallah Fathallah Bilal, Prof. and Ali Abdel Rahman Al-Imam)

Faculty members with distinction in the field of patents:

1. Prof. Farid Abdel Rahim Abdel Aziz Badria (Professor, Department of Pharmacology)
2. Prof. Dr. Hussein Ibrahim Ismail Al-Sabbagh

Participation in the pharmaceutical sector planning committees:

The college has a member participating in this pharmaceutical sector planning committee, in addition to Prof. Dean of the college.

Participation in the field of education quality:

The college has five quality education experts that are helpers from the Higher Education Development Projects at the Department of the Ministry of Higher Education in the arbitration of quality systems in the universities of the Arab Republic of Egypt.

Distinguished training activities

Examples of some courses and workshops that the college has begun to organize periodically:

- **Computer-Based Drug Design**
- Training course in the field of clinical pharmacy for undergraduate students and college graduates, Clinical Pharmacy
- Security and safety course in laboratories.
- First Aid Course.
- Course on how to obtain a patent.
- How to obtain scholarships course.
- Creativity, Innovation and Entrepreneurship Course (at the University Performance Development Center)
- Interviews and resume writing course (at the University Performance Development Center)
- Community Pharmacist Guide course
- Patient Counseling course
- Proper use of antibiotics course
- Online Training Courses (OTC)
- Career Path Program

Student Activity



Article (19): The victim of the assault against a student's work by a fellow student must raise the matter to the dean of the college, who in turn submits it to the president of the university to take the appropriate measures when any of the rights stipulated in this guide is violated. The student must raise the matter to the court within fifteen days from the date of the Presidential Order. This order applies to anyone who commits any of the following acts:

First: Selling or renting a work protected in accordance with the provisions of this law or offering it for circulation in any form without prior written permission from the author or the holder of the neighboring right.

Second: Intentionally imitating a work, selling it, offering it for sale, circulating or renting.

Third: Intentionally Inner imitation of a work published abroad, selling it, offering it for sale, or Circulating.

Fourth: Publishing a work protected in accordance with the provisions of this law through computers, Internet networks, information networks, communications networks, or other means without prior written permission from the author or the holder of the neighboring right.

Fifth: Infringement of any literary or financial right of the author or of the neighboring rights stipulated in this guide. The punishment gets multiplied by the number of works subject of the crime.

The college's appreciation for the importance of student activity assured the quality of the education process and the important role it plays in improving the student's health. Student activity is essential in achieving psychological balance and comprehensive and integrated development for all aspects of his personality, as well as the college's sense of the importance of the great media role that student activity reflects in the success of the academic system. Based on this, great attention was paid to the various student activities through:

Student Welfare Department

Given this importance, The Student Welfare Department then focuses on building the personality of the university student through his practice of the aspects of student activities that contribute to satisfying his inclinations and desires. This can happen through many activities and distinguished services to invest the energies and capabilities of students and provide the opportunity for them to gain new experiences and skills and raise their physical, intellectual, and emotional levels through many activities, namely:

Sport Activities

The administration is concerned with caring for the athletically talented students in all sports activities to form teams that represent the college in the Egyptian university and university championships in all individual and team games.

Cultural activity

It aims to expand the students' intellectual and literary perceptions and develop their minds by holding seminars, cultural meetings, and preparing competitions among students in various fields, such as story, poetry, article, research, the Noble Qur'an, the league of geniuses, and the literature club.

The Scout and Public Service

It is concerned with developing the skills and capabilities of students in the field of scouting and guiding at the university level and at the local/ regional levels by participating in the valuable courses at the university level and setting up camps and meetings among students. The administration also seeks to instill the spirit of volunteer work and belonging among students through the establishment of public service projects.

Student Families

The administration encourages students to form student families at the college level. The administration is working on preparing appropriate programs that will communicate between the college families and the families of the university's colleges, preparing leaders that will take responsibility in the future, and refining the best of these student leaders to raise them to a high level of ability to take responsibility, decision making, and implementation of projects and activities.

- It is not permissible to establish student families on a sectarian, political or ideological basis, and it is not permissible for the family to take a name or slogan that suggests that.
- The application to form a family is submitted to one of the faculty members at the college for approval of the leadership of the family. In the event of his approval, a constituent assembly for the family is formed under the supervision of the family leader, which undertakes the development of an internal system for the family's work within the scope of the provisions of the regulations and applicable laws. The following rules are taken into account:
 1. Determining the name of the family and its leader.
 2. The value of the membership fee.
 3. Forming a family board of directors by-election. It consists of a rapporteur, a treasurer, and three members. Two members chosen by the family leader may be included in the membership of the board.

Before carrying out any of the activities that are included in the families' programs, whether inside or outside the university, it is taken into account that the family rapporteur submits an application for approval of the activity from its leader to the leader of students' families and then to the union leader for approval.

Artistic Activity

The administration works on discovering and developing students' artistic talents and fields selecting the best of them to represent the college in all competitions held at the university and Egyptian universities level, whether in the fields of (plastic arts, theater, music and choir, and folk arts), as well as holding art exhibitions in its various branches

Social Activity

The administration aims to achieve the principle of social adaptation among students themselves and faculty members in the college through the establishment of recreational trips as their desired programs. These trips also encourage them to conduct research and field studies to address negative phenomena at the university, in addition to participating in the competition to choose the ideal male and female student at the university level and implementing Chess competitions to choose the team that represents the college.

Scientific and technological activity

The administration is working to discover the students' scientific and technological talents through the establishment of a scientific innovation competition among college students, a research competition among college students, scientific trips to major pharmaceutical companies, a number of scientific seminars, and scientific courses (first aid and clinical pharmacy).

Social Solidarity Fund

The fund aims to achieve the principle of social solidarity among university students who are unable to continue their university education for economic reasons and to achieve social welfare for them by giving them direct and indirect aid so that they can continue their journey in a calm atmosphere.

Documents and papers required to obtain direct or indirect aid:

1. A copy of proof of identity for both the student and the guardian (the original for review).
2. Updated supporting document of the student's guardian (a statement of salary or pension details, a statement of agricultural possession of the farmer, or a letter of insurance if he works in the private sector).
3. A social work study on the student's marital status from the social unit in which the student's family resides for those seeking help for the first time.
4. In the event that there are other brothers in the education stages, he shall provide proof of this.
5. A copy of the death certificate of the student's guardian (in case of death).
6. A declaration or statement that the mother does not work in the government or in the private sector.
7. A medical certificate stating that the student's father is sick and unable to earn (in case of chronic illness)
8. A report from the university's medical administration to determine the percentage of the student's disability (in case of disability)

Subsidies come in various forms including:

- 1- Textbooks
- 2- Providing subsidies to pay tuition fees
- 3- Treatment and prosthetic devices.
- 4- Buying medical clothes or glasses
- 5- Cash subsidies
- 6- Providing all the social services that the student needs, which allow him to continue his studies without difficulties.

College of Pharmacy Students Union

Our aim:

- 1- Develop spiritual and moral values and national awareness among students
 2. Get used to driving
 3. Giving students the opportunity to express their opinions
 4. Strengthening ties between students, faculty, and staff
 5. Acquisition, refinement, and encouragement of talents, abilities, and skills
 6. Publishing and organizing various activities and encouraging outstanding students
 7. Channeling the students' energies into serving the community for the good of the country.
- The conditions for those who apply for candidacy for membership in the committees of the Union Council:
1. To have the nationality of the Arab Republic of Egypt
 2. To be a new student.

3. To have paid the union fee
4. He should have a noticeable activity in the field of work of the committee for which he is nominated
5. He should not have been previously sentenced to a freedom-restricting penalty or decided to drop or suspend his membership in one of the student unions or its committees.

The Union works through the following committees:

First: The Families and Unions Committee:

- The Families Committee is concerned with the following:-
 1. Encouraging the formation of families in the college and supporting its activities.
 2. Coordination between the activities of different families in the college.

Second: The Sports Committee:

- The Sports Activity Committee is responsible for the following:
 1. Spreading the spirit of sports among students, encouraging talents, and working to develop them.
 2. Organizing the college's sports activity, including the formation of sports teams, matches, competitions, parties and sports festivals

Third: The Cultural Committee:

- The Cultural Activity Committee is responsible for the following:
 1. Organizing aspects of cultural activity that lead to familiarizing the student with the characteristics of society and the needs of its development.
 2. Work on developing the students' literary and cultural energies.

Fourth: The Technical Committee:

- The Technical Activity Committee is responsible for the following:
 1. Developing students' artistic talents and working to provide students with the opportunity to highlight their talents and raise the level of their artistic production.

Fifth: Scouts and Public Service Committee:

- The Scouts and Public Service Committee is responsible for the following:
 1. Organizing aspects of activity on sound foundations in accordance with its principles
 2. Implementing environmental service programs provided by the college council and departments in a way that contributes to the development of society, working on the participation of students in their implementation, and contributing to public and national service projects required by the needs of the country.

Sixth: The Social and Trip Committee:

The Social Activities and Trips Committee is responsible for the following:

1. Working on developing social ties between students, faculty members, and workers, spreading a spirit of cooperation and fraternity among them, and instilling a collective spirit in them by all appropriate means
2. Organizing social, cultural, and recreational trips and camps that help to identify the landmarks of the homeland.

Seventh: The Scientific and Technological Committee

- The Scientific and Technological Activity Committee is responsible for the following:
 1. Organizing scientific trips to major pharmaceutical companies.
 2. Holding a number of scientific symposia.
 3. Holding scientific courses (first aid and clinical pharmacology)
 4. Holding a scientific innovation competition among college students.
 5. Holding a research competition among college students.

Scientific Association

- The Scientific Association was established for the first time in the College of Pharmacy, Mansoura University, in 1992 in order to advance the level of the pharmacy profession in Egypt.
- The Scientific Association derives its legitimacy as a member of the Egyptian Pharmaceutical Students' Federation, which in turn is a member of the International Pharmaceutical Students' Federation.
- The Association seeks within its objectives to raise the efficiency of pharmacy students and increase health awareness among students as well as their contact with the drug market in Egypt.
- The Scientific Association of Mansoura Pharmacy Students (SAMPS) is one of the strongest associations in the Egyptian Pharmaceutical Students' Federation (EPSF).

Our Vision

- Helping to create a distinguished and optimistic generation that has dreams and aspirations for the future and has a clear vision of what they want to achieve in life.

Our Message

- To make the education process a useful, fruitful, and influential thing in the life of each one of us, and to provide the students of the College of Pharmacy with the experiences, skills, and knowledge that will enable them to withstand the challenges of study, future work, and life.

Pharmaschool Association

The Pharmaschool Association was established in 2011 and specializes in scientific research and development of College of Pharmacy Alumni and their acquisition of the skills necessary for the labor market.

Vision:

Preparing a generation capable of developing the pharmaceutical system in particular, and in general the medical system by paying attention to scientific pharmaceutical research and spreading health awareness among individuals at the university level and outside

Message:

- To upgrade the health care system by developing and graduating many batches of pharmacists who are qualified for the labor market and who are well trained in practicing different fields of work for the pharmacist.

- To raise the level of pharmaceutical scientific research and graduate a number of researchers with sufficient awareness of modern methods of scientific research.

Places and facilities available for student activities at the college

- Classrooms are available for holding seminars and workshops outside study hours.
- The college yard is available to hold art exhibitions or to introduce the activities of student families, or to hold a graduation ceremony.

Places and facilities available for student activities at the university

- The University's Olympic Village.
- Scout camp at the university.
- Participation in the university's theater festival.
- Participation in the Information League.
- Facilities for practicing student activities outside the university
- Leaders Preparation Camps.
- Holding first aid courses at the Red Crescent.
- Organizing scientific trips to pharmaceutical companies.
- Organizing recreational trips.

Safety and security in laboratories

Because of the importance of laboratory lessons in most the college courses, through which the student gains the skills of dealing with laboratory equipment, glassware, and chemical materials of various forms, all students must abide by the general safety and security rules within the study laboratories, which we will summarize in the following points:

The following instructions must be observed

1. It is necessary to wear a white coat made of cotton inside the laboratory, and it is strictly forbidden to wear loose clothes.
2. For girls: the necessity of wearing a coat over a veil or scarf, as well as gathering her hair, in order to avoid the dangers of fire.
3. Not to wear open shoes such as sandals inside the lab.
4. Not to wear contact lenses inside the lab.
5. Hands should be kept away from the eyes during the experiments and should be washed with soap and water upon completion of the experiments
6. It is strictly forbidden to eat and drink inside the laboratory.
7. It is absolutely forbidden to smoke inside the laboratory.
8. Use protective glasses when carrying out dangerous interactions and when heating on a flame, because most of the accidents in laboratories fall on the eyes.
9. Use gloves as much as possible when dealing with toxic or carcinogenic substances whose effect on the body appears after years.

10. It is absolutely forbidden to taste chemicals or smell the products of reactions directly, and it is preferable to wear a mask when conducting reactions that result in gases or odors.
11. Dealing with volatile and flammable materials and concentrated acids and alkalis very carefully inside the gas cylinders.
12. It is strictly forbidden to withdraw concentrated acids or alkalis with the pipette, but an automatic pipette or the special rubber blower must be used
13. Do not throw any solid waste or chemicals into the basins, but rather throw them in the trash.
14. When diluting concentrated acid, add the acid to the water, not the other way around.
15. Tools and appliances must be returned to their places as soon as the work is completed.
16. The benches should be cleaned as soon as the work is done

Student health care

The university cares about the health of its students, and in an attempt to ease the burdens on them, it has established a general administration for medical affairs and a hospital for students to provide the best free health care for them.

Students Hospital

Student Hospital implements the following:

1. Provide doctors in specialties that are not available in the General Administration of Medical Affairs for a medical examination for new students.
2. Provide the colleges' clinics with doctors for the initial examination of people with simple cases during the study
3. Rotate nearly 30 doctors to colleges to rescue students who develop a sudden illness
4. There are 3 standard ambulances available in the Students Hospital, University Dorm, and General Administration of Medical Affairs areas. They are placed that they are kept in a constant state of readiness to transfer critical cases from the locations of the medical examination committee to the hospital.
5. Providing integrated medical care through outpatient clinics (15 outpatient clinics).
6. Surgical operations are performed out free of charge for all types of surgeries with the latest technological methods, with the provision of medical supplies and the provision of places for living and accommodation for inpatients.
7. The hospital includes a physiotherapy department, equipped with the latest modern devices, infrared and short waves, with a gymnasium attached.

College medical clinic

1. It is a unit affiliated with the General Administration of Health Affairs
2. It consists of 2 permanent doctors and 2 nurses.
3. It is located on the ground floor of the building (B) with a room equipped to do first aid for students and makes the necessary transfers for specialists and the students' hospital in all specialties and is equipped with a pharmacy

to treat emergency cases and first aid, such as fainting, low pressure, burns, and minor wounds.

University Dorms

First: The distribution of places available for housing as follows:

65% of the available places are allotted to accommodate old students. Admission is based on the highest GPA, considering the physical distance to the city of Mansoura.

25% of the available places are allocated to accommodate new students, and admission is based on the highest total, Admission is based on the highest GPA, considering the physical distance to the city of Mansoura.

10% of the available places are allocated to accommodate students who are sick or students with financial needs, or from remote areas. They are distributed as follows:

3% of sick cases with referrals from the medical administration at the university, except for the cities of Mansoura and Talkha.

4% for social cases and remote areas. In these cases, the committee is formed to examine the cases, with the knowledge of the Vice President for Education and Student Affairs.

3% for special cases, such as blind, sick, and emergency social cases are accepted, with the knowledge of the Vice President for Education & Student Affairs and Chair of the Board of dorms.

Non-acceptance of failed students, including medical and social cases, non-acceptance of students with higher qualifications and postgraduate students

Technical diploma students, who are transferred, are treated as accepted students and within the assigned percentages.

New students who obtain equivalent certificates from Arab countries are accommodated according to their social status in the distinguished housing [Al-Jumhuriya Dorm – Eltanmia Dorm, as well as students of Special Programs.

Second: Non-acceptance of failed students, including social and sick cases.

Third: For students transferred from other universities to Mansoura University, whether the transfer is between corresponding or non corresponding colleges, they are treated with the same rules in force for old and new students, which will be mentioned later within the percentage allocated to each of them.

Fourth: Admissions Preferences for new and old students will be in light of the places assigned to each of them under the following rules

1. For old students, they are accepted on the basis of the highest grade but with all being equal, preference is given according to the distance of residence from the city of Mansoura.
2. For new students, they will be accepted with the priority of the youngest and the most remote geographically, according to the distance of residence from the city of Mansoura.

Fifth: All applicants from the Dakahlia governorate are subject to the same preference rules mentioned above for old and new students according to the allocated percentages, with the exception of the people of cities, administration areas, and capitals of administration areas that are excluded in the text of the Student Dormitories Bylaw.

Admission requirements:

- 1- The applicant must not be a resident of Mansoura and its suburbs (Mansoura, Talkha) or the capitals of the administration areas (Belqas, Sherbeen, Sinbillawain, Dikirmis, Aja, Mahalla al-Kubra, Samanoud).
- 2- The applicant should be one of the regular Egyptian students enrolled in the undergraduate degrees, not grad students. A decision by the board of directors may set rules and conditions for accepting international students and graduate students.

- 3- Evidence of fitness.
- 4- The applicant should not be married.
- 5- The applicant should not have been sentenced in the previous year directly to one of the disciplinary sanctions mentioned in Article 126 of the Executive Regulations of Law 49 of 1972 regarding the Regulation of Universities, except for the warning penalty and if the applicant had previously resided in a university dormitory or one of the university dormitories affiliated with other universities, provided that the applicant had not previously subject to a warning of deprivation of residence or to a penalty of temporary deprivation in the immediately preceding year, or to a punishment of ultimate housing deprivation.
- 6- The applicant's residence in the university dorm has not been terminated due to non-payment of fees.**
- 7- The applicant should not be owed previous residence fees to the university dorm.**
- 8- The applicant in the immediately preceding year should not have exceeded the period of absence stipulated in Clause 21 of Article of these Regulations.**

Note: When the student is accepted and settled, he must bring his personal items, including two sheet, two non-white pillowcases, two bath towels, and a spoon and a cup.

Students are accepted according to the following procedures:

1. The residency application is submitted on the form which includes:
 - Data on the student's educational status approved by the college.
 - A guarantee to pay the residence fees or debts approved by the entity in which the guarantor works. A statement of the student's original home, approved by the college he is enrolled in.
2. **8 Student Photos**, size 4x6
3. A certificate approved by the college with the result of the examination of the previous academic year, his grades, and the penalties imposed on him in the immediately preceding year.
4. The medical system performs a medical examination on the accepted students to verify their health fitness
5. A written acknowledgment from the guardian, signed by him, that the student is not married.

Regulations for stopping registration and excuses for university students

First: Controls for Registration Stop:

Article 69 of the executive regulations of the Law Regulating the Universities states the following:

The student must follow the lessons and participate in practical exercises or research rooms in accordance with the provisions of the internal regulations.

The college council, upon the request of the councils of the competent departments, in accordance with the provisions of the internal regulations, may deprive the student of taking the exam in whole or in part if it considers that his attendance is not satisfactory.

The college council may suspend the student's enrollment for two consecutive or separate academic years during the years of study in the college if he presents an acceptable excuse that prevents him from attending the study, and in case of necessity, the university council may extend the period of suspension of enrollment.

On January 29, 1990, the University Council approved the rules for suspending registration, as follows:

- 1- The period of suspension of enrollment may not be less than a full academic year, and the period may not exceed two consecutive or separate years, which may be extended by a decision of the Education and Student Affairs Council by delegation of the University Council.
- 2- The application to stop registration must be accompanied by a full explanation of the reason and attached with the official documents that support his application. Papers or documents issued by unofficial bodies are considered unofficial.

**On 29/9/2003, the University Council approved the rules for suspending registration, as follows:
The cases in which student enrollment can be suspended are:**

1. Students who are politically detained:

The suspension period of the registration may be opened again for detained students until they are released.

2. Students with chronic mental and neurological diseases:

The suspension period of enrollment may be opened again for students with chronic mental and neurological diseases until they are cured, provided they submit a request for suspended enrollment on the specified date.

3. Conscription:

Conscription may be suspended for enrolled students until the end of the conscription period.

4. Other cases:

- Childcare: Registration Stop three times.
- Parental care: Registration Suspension three times.
- The Accompanying Spouse who works abroad.
- Suspension of registration for travel to work abroad.
- The application for Registration Suspension shall be submitted no later than December 31 of each year, accompanied by the documents.
- On March 29, 2009, the University Council approved the following:
The student pays administrative expenses of one hundred pounds when applying to suspend enrollment for the fifth year, and these expenses are increased by the same value annually when renewing the endowment in the university colleges, with a maximum of one thousand pounds to be deposited in the Educational Services Fund in order to improve the educational process.
- On November 22, 2009, the University Council approved:
Pasting 100 pounds of educational services stamps on the application to stop the registration, provided these proceeds are deposited in the account of the Educational Services Fund (documentary services).
- Instructions of the Office of Admissions to Universities and Institutes:
A student who took his exams abroad is considered dismissed from the college in which he is enrolled, and his enrollment may not be suspended.

Second: Conditions for accepting students' excuses for not taking the exam:

On January 29, 1990, the University Council approved the terms of apology for not taking the exam, as follows:

A. Sick excuses:

1. Examining sick excuses is the responsibility of the medical committee in the university medical administration, and the committee may consult specialists at the university hospital or the student hospital in cases that require consultation.
As for psychiatric diseases, it is presented, with the knowledge of the medical administration, to a tripartite committee composed of faculty members at the College of Medicine, chosen by the dean of the college.
Medical certificates issued by general or central governmental hospitals or hospitals of public health institutions are presented to the committee. The certificate must bear the name of the hospital and be signed by the treating physician with his name and specialty.
Medical certificates received from abroad are also presented to the committee, provided that they are approved by the Egyptian Consulate and its doctor, if any, and medical certificates issued by private doctors or hospitals are not considered.

2. The request for an apology for not taking the exam is submitted before the exam starts or during the exam, or in two days at most from the start date to the end date of the exam. Applications submitted after this date will not be accepted. The application is submitted in the name of the dean of the college and is either deposited by hand in the college archive or sent to the college by registered mail with acknowledgment of receipt. Requests submitted other than these two methods are not considered.
3. The Department of Student Affairs at the College, upon receiving the request, notifies the student to be present to the University's Medical Department. On the same day, the Department of Student Affairs will inform the Medical Department of that.
4. The medical excuses must be decided upon, and the medical Committee must report back its opinion to both the Student Affairs department and the Examination Committee Systems and Control in the colleges as soon as possible before announcing the exam results.
5. If the illness occurred during the examination, the student medical examination will be conducted and the medical report shall be written immediately by the physician appointed to the examination committee, provided it shall be approved after that by the head of the medical committee.
6. If the student's illness does not enable him to attend the medical department, he should go to the nearest public or central government hospital or public health institution in his place of residence. He must stay in the hospital and notify the college immediately with a treating doctor's certificate signed by the head of the hospital where the student underwent treatment. The college will transfer the papers to the medical committee to consider the disease.
7. Examination committees for patients may not be formed except at the college headquarters.
8. The dean of the college is responsible for looking into the grievances submitted by the decisions of the medical committee.
9. The third excuse is approved by the Education and Student Affairs Council on behalf of the University Council.

B. Social Excuses:

1. The student must attach a request for permission not to attend the exam for a social excuse with an explanation of this excuse, accompanied by all official supporting papers.
2. Social excuses shall be subject to the provisions set forth in clauses 2, 4, and 9 of the previous clause (a) concerning medical excuses.

General provisions:

Assessment of the reasons for stopping registration or the excuse for not entering the exam for a social excuse is within the jurisdiction of the College Council or the Council for Education and Student Affairs, each within the limits of its competencies after studying the circumstances and circumstances surrounding each case separately.

- **On 17/1/2006, the Education and Student Affairs Council approved the availability of compelling excuses beyond the three excuses based on the justifications of the Supreme Constitutional Court's ruling unconstitutionality of determining the times a student failed to take the exam with a compelling excuse, as follows:**

- o Sudden birth cases for female students.
- o Cases of road accidents or public accidents, God forbid.
- o natural disasters.
- o sudden surgeries
- o Every uncommon compelling excuse that is impossible to foresee and cannot be repelled shall be estimated by the competent council. Proof of that must be submitted with the excuse papers to the college on the official dates stipulated in the excuses regulations issued by the University Council, provided that each case is presented separately after completing the necessary procedures.

- **On May 7, 2009, the Supreme Council of Universities decided to:**

Approval of calculating the year in which students were nominated through the Online Admissions Office and in the same year they did not complete the enrollment procedures in the colleges to which they were nominated a failing year without an excuse.

- **On November 22, 2009, the University Council approved:**

Pasting 25 pounds of educational services stamps on the request for an excuse provided these proceeds are deposited in the account of the Educational Services Fund (documentary services).

- On 11/7/2011, the Education and Student Affairs Council approved the following:

Exceptions to the official deadlines set for accepting excuses fall under the jurisdiction of the Education and Student Affairs Council, after approval by the college councils.

College Illustration Images

Student amphitheater



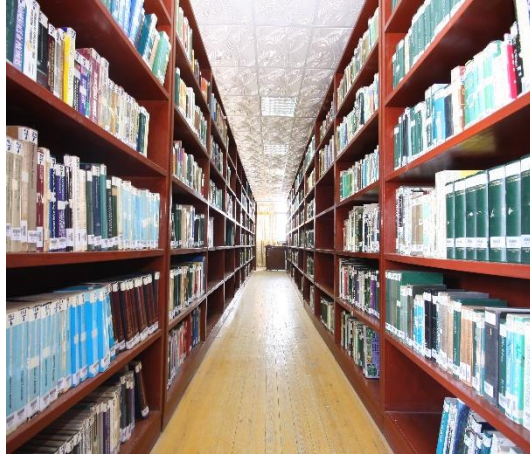
Students lab



Classroom



Library



College Mosque



Information Technology Laboratory



Administrative building



Academic Departments Building



College contacts:

University administration :	60 El Gomhoria Street, Mansoura, Arab Republic of Egypt
College Administration :	College of Pharmacy, Mansoura University, Mansoura, Arab Republic of Egypt
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Telex:	23768 Mansoura University
Fax:	0020502241496
University website:	http://www.mans.edu.eg
College website:	http://www.mans.edu.eg/facphar
College forum:	http://www.pharma-board.com
E-mail :	phrfac@mans.edu.eg phardean@mans.edu.eg

<https://www.facebook.com/ViceDeanOfficePharmacyEducationStudents/>

websites for (Office of the Vice Dean for Education and Student Affairs, Mansoura College Pharmacy)

To communicate and follow up on any relevant on the educational process and respond to all your inquiries with us



Office of the Vice Dean for Education and Student Affairs, Mansoura College Pharmacy

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