Ministry of Higher Education and Scientific Research
Scientific Supervision and Scientific Evaluation Apparatus
Directorate of Quality Assurance and Academic Accreditation
Accreditation Department

Academic Program and Course Description Guide

2024

Introduction:

The educational program is a well-planned set of courses that include procedures and experiences arranged in the form of an academic syllabus. Its main goal is to improve and build graduates' skills so they are ready for the job market. The program is reviewed and evaluated every year through internal or external audit procedures and programs like the External Examiner Program.

The academic program description is a short summary of the main features of the program and its courses. It shows what skills students are working to develop based on the program's goals. This description is very important because it is the main part of getting the program accredited, and it is written by the teaching staff together under the supervision of scientific committees in the scientific departments.

This guide, in its second version, includes a description of the academic program after updating the subjects and paragraphs of the previous guide in light of the updates and developments of the educational system in Iraq, which included the description of the academic program in its traditional form (annual, quarterly), as well as the adoption of the academic program description circulated according to the letter of the Department of Studies T 3/2906 on 3/5/2023 regarding the programs that adopt the Bologna Process as the basis for their work.

In this regard, we can only emphasize the importance of writing an academic programs and course description to ensure the proper functioning of the educational process.

Concepts and terminology:

Academic Program Description: The academic program description provides a brief summary of its vision, mission and objectives, including an accurate description of the targeted learning outcomes according to specific learning strategies.

Course Description: Provides a brief summary of the most important characteristics of the course and the learning outcomes expected of the students to achieve, proving whether they have made the most of the available learning opportunities. It is derived from the program description.

Program Vision: An ambitious picture for the future of the academic program to be sophisticated, inspiring, stimulating, realistic and applicable.

Program Mission: Briefly outlines the objectives and activities necessary to achieve them and defines the program's development paths and directions.

Program Objectives: They are statements that describe what the academic program intends to achieve within a specific period of time and are measurable and observable.

Curriculum Structure: All courses / subjects included in the academic program according to the approved learning system (quarterly, annual, Bologna Process) whether it is a requirement (ministry, university, college and scientific department) with the number of credit hours.

Learning Outcomes: A compatible set of knowledge, skills and values acquired by students after the successful completion of the academic program and must determine the learning outcomes of each course in a way that achieves the objectives of the program.

Teaching and learning strategies: They are the strategies used by the faculty members to develop students' teaching and learning, and they are plans that are

followed to reach the learning goals. They describe all classroom and extra-curricular activities to achieve the learning outcomes of the program.

Academic Program Description Form

University Name: Alkitab University

Faculty/Institute: Medical Technology College

Scientific Department: Medical laboratory Techniques

Academic or Professional Program Name Medical laboratory Techniques

Final Certificate Name: Bachelor's of Medical laboratory Technology

Academic System: courses and yearly

Description Preparation Date: The approved program is prepared by the Sectorial committee in the Ministry of Higher Education and Scientific Research

File Completion Date: 9 \ 03 \ 2024

Signature:

Scientific Associate Name:

Signature:

Sajid Salahuaddin Saleem

Head of Department Name:

Date: 7-Apr-2024

The file is checked by:

Department of Quality Assurance and University Performance

Director of the Quality Assurance and University Performance Department

Date: 14 Apr 2024

Signature:

الدكتور
احمد مازن ابراهيم

Approval of the Dean

Dr. Saifaddin S. Ali

1. **Program Vision**
Preparing and qualifying students to meet the requirements of the public and private sector labor market for medical laboratories through diversification of methods of learning and education and training students to apply the acquired knowledge and skills to solve health problems.

2. **Program Mission**
1.Providing distinguished academic programs in the field of laboratories, both theoretical and practical, in order to comply with international standards of academic quality. 2. Encouraging and developing scientific research in the fields of medical laboratory analysis. 3. Preparing a stimulating environment for faculty members to develop their knowledge and educational and research skills 4. - Building and developing partnership with the governmental and private sectors and the community with all its various institutions

3. **Program Objectives**
Preparing specialized cadres with high skill aspects specialized in medical analysis techniques, with efficiency and high quality of theoretical and practical education.

4. **Program Accreditation**
Ministry of Higher Education and Scientific Research and corresponding colleges

5. **Other external influences**
There is no external sponsor for the program

6. Program Structure

Program Structure	Number of Courses	Credit hours	Percentage	Reviews*
Institution Requirements	11	26	28.9%	
College Requirements	9	37	23.6%	
Department Requirements	16	128	42.1%	
Summer Training	1	1	2.6%	
Other	1	4	2.6%	

* This can include notes whether the course is basic or optional.

7. Program Description

Year/Level	Course Code	Course Name	Credit Hours	
			theoretical	practical
The first stage/first semester	KU MT L111	English Language	2	2
	KU MT L112	Human Rights & Democracy	2	2
	KU MT L113	Computer Application1	3	2
	KU MT L114	General Chemistry 1	6	4
	KU MT L115	Lab Instruments 1	2	2
	KU MT L116	Medical Ethics	2	2
The first stage/second semester			theoretical	practical
	KU MT L121	Computer Application 2	3	2
	KU MT L122	General Chemistry 2	6	4
	KU MT L123	Anatomy	6	4
	KU MT L124	Human Biology	6	4
	KU MT L125	Lab Instruments 2	4	3
	KU MT L126	Arabic Language	2	2
Year/Level	Course Code	Course Name	Credit Hours	
The second stage / first semester			theoretical	practical
	KU MT L211	Medical Bacteriology 1	2	4
	KU MT L212	Biochemistry 1	2	4
	KU MT L213	Human Physiology 1	2	2

	KU MT L214	Histology 1	2	2
	KU MT L215	Molecular Biology	2	4
	KU MT L216	Medical Parasitology 1	2	4
	KU MT L211	The crimes of the Baath regime in Iraq	2	–
Year/Level	**Course Code**	**Course Name**	**Credit Hours**	
The second stage / second semester			**theoretical**	**practical**
	KU MT L221	Medical Bacteriology 2	2	4
	KU MT L222	Biochemistry 2	2	4
	KU MT L223	Human Physiology 2	2	4
	KU MT L224	Histology 2	2	2
	KU MT L225	Medical Parasitology 2 & Entomology	2	4
	KU MT L226	Descriptive Biostatistics	1	2
Year/Level	**Course Code**	**Course Name**	**Credit Hours**	
Third stage			**theoretical**	**practical**
	KU MT L301	Histopathology	2	3
	KU MT L302	Blood Disease	2	2
	KU MT L303	Virology & Mycology	2	2
	KU MT L304	Clinical Chemistry	2	2
	KU MT L305	Human Genetics	2	3
	KU MT L306	Immunology	2	3
	KU MT L307	Advanced laboratory techniques	2	2
	KU MT L308	Computer Applications	1	2
Year/Level	**Course Code**	**Course Name**	**Credit Hours**	
Fourth stage			**theoretical**	**theoretical**
	KU MT L401	**Clinical Immunology**	2	4
	KU MT L402	**Diagnostic Bacteriology**	2	4
	KU MT L403	**Advance Clinical biochemistry**	2	4
	KU MT L404	**Medical Parasitology**	2	4
	KU MT L405	**Blood transfusion**	2	4
	KU MT L406	**Histopathology**	2	4
	KU MT L407	**Laboratory management**	1	–
	KU MT L408	**Graduation Project**	—	5

8. Expected learning outcomes of the program	
Knowledge	
1- Clarifying the basic concepts of work in medical laboratories 2- Acquire skills in dealing with problems and obstacles facing laboratory work 3- Acquiring basic skills to work in pathological analyzes and preparing culture media 4- How to write medical reports	Learning Outcomes Statement 1
Skills	
1 The ability to prepare cultural and chemical media to diagnose causes 2- Writing the results of microscopic and cultural observation reports 3- The ability to diagnose the causes of injuries	Learning Outcomes Statement 2
	Learning Outcomes Statement 3
Ethics	
1-Belief in the sanctity and confidentiality of work 2- Learning to be accurate and honest in completing laboratory analyses	Learning Outcomes Statement 4
Learning Outcomes 5	Learning Outcomes Statement 5

9. Teaching and Learning Strategies
1 - Active participation in the classroom is evidence of the student's commitment and responsibility 2 - Semester and final tests express commitment and cognitive and skill

achievement
3 - Commitment to the specified deadline in preparing the required duties and reports

10. Evaluation methods

1- Interaction inside the lecture hall

2- Homework assignments

3- Active participation in the lesson

4- Commitment to the specified time in attending lectures and laboratories

5 - After daily, semester and final tests on commitment and desire to achieve knowledge and skills

11. Faculty

Faculty Members

Academic Rank	Specialization		Special Requirements/Skills (if applicable)		Number of the teaching staff	
	General	Special			Staff	Lecturer
professor	3	3			4	2
Assistant Professor	4	2			4	2
Teacher	6	8			10	4
assistant teacher	22	—			22	—

Professional Development

Mentoring new faculty members

1- Adopting practical workshops to increase teaching skills in scientific and educational aspects.

2- Using modern means to search for new scientific information (scientific and medical websites)

3- Participation in scientific seminars and conferences to learn about the most important developments in the field of laboratories and medical analyses.

4- Requesting writing scientific research and preparing and giving lectures on specialized topics.

Professional development of faculty members

1. Involve teachers in courses that help in building a supportive organizational culture.
2. Utilize advanced scientific and educational techniques and encourage teachers to attend training programs.
3. Encourage teachers to participate in scientific courses.
4. Encourage teachers to partake in the college's scientific conferences.
5. Develop a sustainable program for organizing scientific seminars in the department.
6. Organize research and discussion sessions.

12. Acceptance Criterion

1-Central admission for morning studies

2-According to the controls specified by the Ministry of Higher Education through central admission

3- Scientific interview

13. The most important sources of information about the program

1 - Ministry of Higher Education and Scientific Research

2- University Registration Directorate

3- Department management

4 – The college's official website on the International Information Network (Internet)

14. Program Development Plan

1- Holding introductory seminars about the program

2- Holding professional development courses for department departments

3- Vocational training in government or private laboratories recognized by health departments

Program Skills Outline															
				Required program Learning outcomes											
Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
The first stage/first semester	EnLa 161	English Language	Non-essential	√	√	√	√			√		√	√	√	√
	HuRi 100	Human Rights & Democracy	Basic	√	√	√	√			√		√	√	√	√
	Comp 150	Computer Application1	Basic	√	√	√	√	√	√	√	√		√	√	√
	GeCh 110	General Chemistry 1	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	LaIn 140	Lab Instruments 1	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	Me Et 100	Medical Ethics	Basic	√	√	√	√			√	√	√	√	√	√

Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
The first stage/ second semester	Comp 150	Computer Application 2	Basic	√	√	√	√		√	√				√	√
	GeCh 110	General Chemistry 2	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	AnMt 120	Anatomy	Basic	√	√	√	√	√	√	√	√		√	√	√
	HuBi 130	Human Biology	Basic	√	√	√	√	√	√	√	√			√	√
	LaIn 140	Lab Instruments 2	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	ARLA 100	Arabic Language	Basic	√	√	√	√				√	√	√	√	√

Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Second stage / first semester	MeBa	Medical Bacteriology 1	Basic	√	√	√	√	√	√	√	√			√	√
	BiCh	Biochemistry 1	Basic	√	√	√	√	√	√	√		√	√	√	√
	HuPh	Human Physiology 1	Basic	√	√	√	√	√	√	√			√	√	√
	HiSt	Histology 1	Basic	√	√	√	√	√	√	√				√	√
	MoBi	Molecular Biology	Basic	√	√	√	√	√	√	√				√	√
	MePa	Medical Parasitology 1	Basic	√	√	√	√				√	√	√	√	√
	MePa	The crimes of the Baath regime in Iraq	Basic	√	√	√	√		√	√		√	√	√	√

Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
Second stage /second semester	MeBa	Medical Bacteriology 2	Basic	√	√	√	√	√	√	√	√		√	√	√
	BiCh	Biochemistry 2	Basic	√	√	√	√	√	√	√		√	√	√	√
	HuPh	Human Physiology 2	Basic	√	√	√	√	√	√	√			√	√	√
	HiSt	Histology 2	Basic	√	√	√	√	√	√	√				√	√
	MePa & EnTo	Medical Parasitology 2 & Entomology	Basic	√	√	√	√	√	√	√				√	√
	DeBi	Descriptive Biostatistics	Basic	√	√	√	√				√	√	√		

Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
third stage	Hist 311	Histopathology	Basic	√	√	√	√	√	√	√	√		√	√	√
	Hema 320	Blood Disease	Basic	√	√	√	√	√	√	√		√	√	√	√
	ViMy 330	Virology & Mycology	Basic	√	√	√	√	√	√	√			√	√	√
	ClCh 332	Clinical Chemistry	Basic	√	√	√	√	√	√	√				√	√
	HuGe 350	Human Genetics	Basic	√	√	√	√	√	√	√				√	√
	Immu 361	Immunology	Basic	√	√	√	√				√	√	√		
	AdLT 370	Advanced laboratory techniques	Basic	√	√	√	√	√	√	√				√	√

	CoAB 380	Computer Applications	Basic	√	√	√	√	√	√	√				√	√

Year/Level	Course Code	Course Name	Basic or optional	Knowledge				Skills				Ethics			
				A1	A2	A3	A4	B1	B2	B3	B4	C1	C2	C3	C4
fourth stage	**ClIm 462**	**Clinical Immunology**	Basic	√	√	√	√	√	√	√	√		√	√	√
	DiBa 420	**Diagnostic Bacteriology**	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	AdCB 433	**Advance Clinical biochemistry**	Basic	√	√	√	√	√	√	√	√	√	√	√	√
	MePa 422	**Medical Parasitology**	Basic	√	√	√	√	√	√	√				√	√

	BlTr 450	**Blood transfusion**	Basic	√	√	√	√	√	√					√	√
	Hist 412	**Histopathology**	Basic	√	√	√	√		√	√	√	√	√		
	LaMa 470	**Laboratory management**	Basic	√	√	√	√	√	√	√				√	√
	Proj 480	**Graduation Project**	Basic	√	√	√	√	√	√	√			√	√	√