

Responsibilities for Schedule and Academic Load Committee:

- Revise the schedules of all departments and hand them all to the faculty dean on time.
- Revise the academic load of all members of academic staff and make sure that it complies with the criteria of the University.
- Ensure that the schedules of departments are prepared in accordance with the instructions and regulations of the University.
- Improve the criteria of schedules preparation periodically to assure that they meet the need of the faculty.
- Check that the number of students is consistent with the capacity of the classroom.