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Postgraduate Studies
Decree
(Credit Hours System)
Faculty of Veterinary Medicine
Cairo University



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Ministerial Decision

No.1350 on June 20th, 2011

Concerning the issue of the Internal Decree of the Faculty of Veterinary Medicine, Cairo University (for postgraduate studies) on the credit hours system,

The Minister of Higher Education, Scientific Research and Technology:

After perusal of Law No.49 of the year 1972 concerning the organization of Universities and the other laws modifying it.

And on the presidential decision No. 809 of the year 1975 concerning the issue of the executive decree for the law organizing the Universities and decisions modifying it.

And on the basis of the ministerial decision No. 105 on February 23rd, 1986 to issue the internal decree of the Faculty of Veterinary Medicine, Cairo University and all decisions modifying it.

On the approval of Cairo University's Council on January 28th, 2009 and December 29th, 2010.

And on the approval of the Committee of the Veterinary Medical Education Sector on May 28th, 2009 and May 26th, 2011.

And on the decision of the Supreme Council of Universities on March 26th, 2011 to delegate the Minister of Higher Education, Scientific Research and Technology the chief of the Supreme Council of Universities to agree on issuing the internal decrees of Universities and institutes and its modifications after approval of the concerned specialized committees in education sectors.

Decides

Article (1)

The attached Internal Decree for Postgraduate studies of the Faculty of Veterinary Medicine, Cairo University for Credit hours system is enforced and all articles that are not in its accordance are cancelled.

Article (2)

All competent authorities are required to enforce this decision.



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Ministerial Decision

No.628 on March 10th, 2015

Concerning Amendments of the Internal Decree of the Faculty of Veterinary Medicine, Cairo University (for postgraduate studies) on the credit hours system,

The Minister of Higher Education, Scientific Research and Technology:

After perusal of Law No.49 of the year 1972 concerning the organization of Universities and the other laws modifying it.

And on the presidential decision No. 809 of the year 1975 concerning the issue of the executive decree for the law organizing the Universities and decisions modifying it.

And on the basis of the ministerial decision No. 1350 on June 20th, 2011 concerning the issue of the Internal Decree of the Faculty of Veterinary Medicine, Cairo University (for postgraduate studies) on the credit hours system.

On the basis of the approval of Cairo University's Council on October 22nd, 2012 and June 30th, 2014.

And on the approval of the Committee of the Veterinary Medical Education Sector on December 27th, 2012, May 30th, 2013 and September 11th, 2014.

And on the decision of the Supreme Council of Universities on November 15th, 2014.

Decides

Article (1)

Articles 4,5,6,9,10,11 and (12-4) of the Internal Decree for postgraduate Studies for the Faculty of veterinary Medicine, Cairo University (credit hours system) issued by No.1350 on June 20th, 2011 are replaced by the after-mentioned corresponding articles.

Article (2)

All competent authorities are required to enforce this decision.



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Faculty of Veterinary Medicine

Vision, Mission and Strategic Plans of the Faculty

Faculty Vision

To be one of the most prestigious colleges of veterinary medicine and internationally in the areas of veterinary education, animal health care and advanced scientific research and meet the distinct characteristics required in the field of community service and development in all veterinary areas

Faculty Mission

Committed to the College of Veterinary Medicine, Cairo University graduation of a qualified veterinarian of degrees for undergraduate and graduate studies, also aims to conduct scientific and applied research and continuing education and community service, consistent with the requirements of the labor market, the local and regional levels in the context of ethics

The strategic Plans

Strategic goals and objectives of the faculty of Veterinary Medicine, Cairo University

1. First goal: development of the faculty institutional capacity:
2. Second Goal: develop sector of community service and development of environment
3. The third goal: the development of educational effectiveness:
4. The fourth goal: the development of scientific research and graduate studies:



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Part one: Scientific degrees, Diplomas and Rules

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Part One: Scientific Degrees, Diplomas and Regulations



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Article (1)

Cairo University awards after a request from the Faculty of Veterinary Medicine's board the following scientific degrees and diplomas:

First: Scientific degrees

1. **Master of Veterinary Medical Sciences degree**
2. **Doctor of Philosophy in Veterinary Medical Sciences**

In one of the next specialties (for every degree)

Specialty	Responsible Department
Anatomy and Embryology	Department of Anatomy
Cytology and Histology	Department of Cytology and Histology
Biochemistry	Department of Biochemistry and Chemistry of Nutrition
Physiology	Department of Physiology
Pathology	Department of Pathology
Nutrition and clinical nutrition	Department of Nutrition and Clinical Nutrition
Parasitology	Department of Parasitology
Virology	Department of Virology
Microbiology	Department of Microbiology
Pharmacology	Department of Pharmacology
Clinical Pathology	Department of Clinical Pathology
Toxicology, Forensic and Veterinary Regulations	Department of Toxicology, Forensic and Veterinary Regulations
Animal, Poultry and Environmental Health	Department of Veterinary Hygiene and Management
Animal and Poultry Behavior and Management	Department of Veterinary Hygiene and Management
Hygiene and control of meat and its products	Department of Food Hygiene and Control
Hygiene and Control of Milk and its Products	Department of Food Hygiene and Control
Fish Diseases and Aquaculture	Department of Fish Diseases and Management
Poultry Diseases	Department of Poultry Diseases
Medical Diseases	Medical and Infectious Diseases
Infectious Diseases	Department of Medical and Infectious Diseases



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Gynecology, Obstetrics and Andrology	Department of Theriogenology
Surgery, Anesthesia and Diagnostic Imaging	Department of Surgery, Anesthesia and Diagnostic Imaging
Zoonoses	Department of Zoonoses

And the faculty council may decide adding more specialties after fulfilling the required regulations.

Second: Postgraduate diplomas:

1. Clinical Biochemistry
2. Pathology and Morbid Anatomy
3. Nutrition and Clinical Nutrition
4. Clinical Pathology
5. Clinical Veterinary Parasitology
6. Microbiology
7. Pharmacology and Veterinary Preparations
8. Veterinary Forensics and Toxicology
9. Veterinary Public Health
10. Food Hygiene and Control
11. Animal Wastes and Environmental Pollution
12. Diseases and Management of Dairy Cattle
13. Equine's Medicine and Surgery
14. Pet Animal's Diseases and Management
15. Poultry Diseases and Management
16. Experimental Surgery
17. Modern Technologies in Animal Reproduction
18. Zoonoses
19. Veterinary Epidemiology
20. Fish Diseases and Aquaculture
21. Experimental Animals' Diseases and Management
22. Veterinary Guidance
23. Wild Animals and Birds
24. Hide technology



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And the faculty council may decide adding more specialties after fulfilling the required regulations.

Article (2)

Study system:

Credit hours system is the system implemented in the faculty and each academic year is divided into 2 semesters each semester is 15 weeks long.

Article (3)

The Credit hour:

The credit hour is a unit that gives weighting to the value, level or time requirements of an academic course. Each credit hour equals 1 hour weekly of theoretical lecture or 1 practical lesson (laboratory or clinical training) for 2 to 4 hours weekly according to what is specified by each department's board.

Article (4)

Master's degree in Veterinary Medical Sciences:

To be enrolled as a student for Master's Degree in Veterinary Medical Sciences, students are required to:

- hold Bachelor Degree in Veterinary Medical Sciences from one of the Egyptian universities or a degree in Veterinary Medical Sciences equaled from the Supreme Council of Egyptian Universities with total grade of (Good) and (Very Good) for subject of specialty or a total grade of (Very Good) and grade (Good) for subject of specialty.
- hold one of postgraduate diplomas referred to in Article (1) with total grade (C+) (70% to less than 75%) at least and grade



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(B+) (80% to less than 85%) in specialty subject on condition that the study hours of the specialty subject are not less than 3 credit hours.

- hold postgraduate diplomas from other Egyptian Universities to be enrolled on the same conditions, as for students from other Egyptian universities.
- hold Bachelor degree equaled from the Supreme Council of Universities with total grade of (Good) and (Good) for subject of specialty as for students from other international Universities.

Article (5)

Enrollment period:

The period of enrollment for awarding master's degree is four academic semesters at least. Student cannot be enrolled for this degree for more than eight semesters, the faculty board has the right to extend the enrollment for more period but not more than four semesters in response to a request from the supervising professor and after approval of specialty department's council.

Article (6)

Conditions for awarding Master's Degree in Veterinary Medical Sciences:

6-1 To complete 36 credit hours, 18 of which for studying curriculums on 2 semesters each semester is 15 weeks long. 18 credit hours for thesis preparation, the period of thesis preparation must not be less than 2 semesters.

6-2 Student must take a main course in every semester (3 credit hours) plus curriculum of (research ethics) "2 credit hours" in the first semester, the rest of the credit hours are fulfilled by elective



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courses student should choose with the assistance of the academic supervisor, at least one subject which must be outside the specialty every semester.

6-3 Student must register 7 to 9 credit hours every semester and complete the rest of the credit hours by studying curriculums that he didn't register in corresponding semester of the next year.

6-4 Student must succeed in written, oral and practical exams for every curriculum he registered, exams are held at the end of every semester in all curriculums that the student has registered in addition to all curriculums that the student failed to pass previous semesters. The student do not get any grade higher than the grade D (65%) in case he succeeded in one of the curriculums he failed to pass before, the student cannot start the practical part of his/her dissertation before succeeding in all curriculums and passing English proficiency test required in Article (10-2).

6-5 Student must make scientific research and write a thesis approved by the board of judgment.

Article (7)

Doctor of Philosophy in Veterinary Medical Sciences

To be enrolled as student for Doctor of Philosophy in Veterinary Medical sciences students are required to hold Master's Degree in Veterinary Medical Sciences in the same specialty he /she wants to be enrolled in; and from one of the Egyptian universities or a degree in veterinary medical sciences equaled from the Supreme Council of universities.

Article (8)

Extension of enrollment in Ph.D.:

The period of enrollment for awarding Doctorate Degree is six academic semesters at least (semester is 15 weeks long). Student cannot be enrolled for this degree for more than ten semesters, the faculty board has the right to extend the enrollment for more period



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but not more than six semesters in response to a request from the supervising professor and after approval of specialty department's council.

Article (9)

Conditions for awarding Doctor of Philosophy in Veterinary Medical Sciences:

- 9-1** Student must complete 60 credit hours, 22 of them for curriculums studying and 38 credit hours for preparing dissertation and related research seminars, the time of preparing dissertation must not be less than 4 academic semesters after passing all studied curriculum exams.
- 9-2** Student must take a main course in every semester (3 credit hours), the rest of the credit hours are fulfilled by curriculums stated in this decree which the student didn't take during his/her master's degree; at least one subject must be outside the specialty every semester.
- 9-3** Student must register 7 to 11 credit hours every semester and complete the rest of the credit hours by studying curriculums that he didn't register in corresponding semester of the next year.
- 9-4** Student must succeed in written, oral and practical exams for every curriculum he registered, exams are held at the end of every semester in all curriculums that the student has registered in addition to all curriculums that the student failed to pass in previous semesters. The student do not get any grade higher than the grade D (65%) in case he succeeded in one of the curriculums he failed before, the student cannot start the practical part of his/her dissertation before succeeding in all curriculums and passing English proficiency test required in Article (10-2).



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9-5 Student must make creative scientific research and write a thesis accepted and approved by the board of judgment.

Article (10)

General common conditions for Master's and Ph.D. degrees:

10-1 Application for registration:

10-1-1 Registration for postgraduate studies after one year of obtaining Bachelor Degree in Veterinary Medical Sciences. Applications are submitted during August of every year for master's degree and diplomas enrollment and during August and January for doctorate degree enrollment registration in the next academic year. Student is considered registered from the date of faculty board's approval.

10-1-2 Student submit the application for registration to the Dean of Veterinary medicine Faculty that refers the application to the relevant scientific department to appoint an academic supervisor and choose the curriculums intended for studying as preface for reviewing by faculty's board.

10-2 General conditions:

a) Student must submit a ratification of passing English proficiency test during the preparatory year and before registration of dissertation.

"English proficiency test" means:

- TOEFL test from AMIDEAST.
- IELTS test from British council.
- Any English proficiency test from one of university's centers under the supervision of University president vice for postgraduate studies and research in accordance to the rules implemented by the university board.



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The validity of the English proficiency test is two years and the rules implemented by the Supreme Council of Universities' are applied.

b) Student must earn International Computer Driving License (ICDL) and Biostatistics before the approval of his/her judgment committee.

10-3 Academic supervision:

The department's board assigns an academic supervisor for every student to give him advice and guidance during his/her study course and to help him/her in choosing curriculums required for his/her field of research.

10-4 Adding and deleting courses:

Taking into consideration the minimum and maximum credit hours limit, the student can delete or add one or more curriculums within 2 weeks of his/her course registration.

10-5 Withdrawal:

Taking into consideration the minimum and maximum credit hours limit, the student has the right to withdraw from one or more curriculums until 2 weeks before the end of the academic semester. If the student withdraws later than that the curriculum is considered as a fail and student is given grade F (less than 50%).

10-6 Exams:

10-6-1 The faculty board after consulting the departments' boards can deprive student from taking course exams in curriculums which he has attended less than 75% of their theoretical lectures and practical sessions. In this case, the student is considered to have failed in these courses and must re-attend and re-take their exams.

10-6-2 Student shall not apply to exam courses more than 4 times.

10-7 Supervision:



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- 10-7-1** The faculty board after consulting the specialty department's board assigns every student to a supervision committee from professors, associate professors and lecturers with determination of the principal supervisor.
- 10-7-2** The members of the supervision committee should not be less than 2 and not more than 3 for master's dissertations and not more than 4 for doctorate dissertations including the foreign supervisors (if there are any). The number of supervising lecturers must not exceed the number of professors and associate professors supervising the same student.
- 10-7-3** External supervisors (one or more) may be added to the supervision committee as long as the numbers of external supervisors do not exceed the number of supervisors from the university.
- 10-7-4** The number of professors from the same department and supervising the same dissertation should not exceed two.
- 10-7-5** The participation of the faculty staff member with his/her spouse or one of his/her relatives to the fourth degree in supervision of the theses cannot take place. It is also prohibited for the faculty staff member to supervise on theses presented by his/her relatives to the fourth degree; the same goes on exams, seminars and judgment committees.
- 10-7-6** If the faculty staff member went aboard or had a leave without pay for an academic year he/she is considered as withdrawn from all theses that he joined its supervision for less than a year ago. If the faculty staff member joined the supervision on theses for more than a year he must present a report for the specialty department about the student's



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progress in his/her studies, the department's board then submits this report to the faculty's board to replace the staff member or add one more supervisor to the thesis.

10-7-7 The deceased supervisor's name is kept in the supervision committee if he spent half the time for awarding the degree in supervision before passing away. The deceased supervisor also deserves a supervision reward in accordance to the time he spent in the supervision.

10-8 Pausing enrollment:

10-8-1 The faculty's board has the authority to pause any student's enrollment (for six semesters maximum either separated or connected) if the student presented an acceptable excuse preventing him/her from perusing his/her studies and research. The paused period is not considered among the enrollment periods in Articles 5 and 8.

10-8-2 Pausing enrollment is accepted for the next reasons:

- Disease conditions on condition that the student present a sick note accredited from the Medical Administration of Cairo University.
- Spouses accompanying.
- Armed force's conscription.
- Training courses and official missions that the student was sent to by his/her work.
- Child care.
- Parent accompany for treatment aboard.
- Caring of parents.
- Other cases that are accepted by the faculty's board

At the end of the pause the student must apply for continuing his/her enrollment.

10-9 Cancelling enrollment:



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Student's enrollment is cancelled in the following cases:

- Depletion of chances to take exams.
- If the student applies for cancelling his/her registration.
- If the report submitted by his/her supervisor is unsatisfactory and the student has been warned twice according to the department's board decision.
- If his/her enrollment period is finished and yet he did not present his/her thesis.
- If the thesis was rejected twice by the judgment committee.
- In case the student is in a mission to obtain the degree from aboard or he/she changed his/her mission aboard from collecting scientific data to a degree-obtaining mission.

10-10 Re-enrollment:

10-10-1 Student can be re-enrolled if the cancellation of his/her enrollment was not a disciplinary punishment. Re-enrollment is done after at least one year of cancellation and it is done only once.

10-10-2 If the student is re-enrolled after passing all courses, he/she has a maximum of 4 semesters as Ph.D. student and 2 semesters as master's student to finish his/her thesis, the judgment committee is not appointed before the end of that period.

10-10-3 If the student is re-enrolled on a subject that is intrinsically different, it is considered as a new enrollment.

10-11 Seminars:

10-11-1 Student must present 2 seminars; the first after passing all study courses as a start for his/her research within 3 months after the announcement of the results. The second seminar is about his/her progress in the research and must



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be 3 months before appointing judgment committee for master's degree and 6 months for Ph.D. degree.

10-11-2 The committee evaluating the seminar is formed as follows: 2 of the thesis's supervisor from within the faculty (professors or associate professors) suggested by the main supervisor. The rest of the committee is completed by the professors and associate professors recommended by the specialty department's board. External members from other departments can be added upon need

10-11-3 The first seminar's committee has the right to suggest modification on the research topics and the plan of work. The second seminar is to ensure that the student fulfilled his/her research plan and did the modifications suggested before. All seminar reports must be submitted to the specialty department's board to be accredited.

10-12 Establishing committees for thesis judgment:

10-12-1 Every member in the supervision committee writes a final report about finishing of the thesis and its eligibility for viewing by the judgment committee. If all the supervising committee did not agree the decision is taken by the specialty department's board.

10-12-2 The faculty's board establishes the committee for thesis judgment according to the main supervisor's suggestion and after agreement of specialty department's board. The committee consists of 3 members one of them is the main supervisor, the other 2 members are professors or associate professors in Egyptian universities. Another member of the supervision committee can contribute but



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all supervisors are counted as a single voice in the final thesis's judgment.

10-12-3 At least one member of the judgment committee must be from outside the faculty in master's judgment and from outside the university for Ph.D. judgment. A foreign member can be added in Ph.D. thesis with the next considerations:

- His/her academic degree is at least associate professor.
- That he does not have more than one thesis from the same faculty to judge at the same time.
- The maximum number of theses he judges in one year from the faculty is three.
- To have the same specialty as that of the thesis.
- That the committee is established within 2 months of his/her agreement on judging the thesis.

10-12-4 The student must publish (or has an acceptance for publishing) for one research paper in master's degree or two research papers for Ph.D. degree in specialized scientific journals.

10-12-5 The validity of the established committees for thesis judgment is six months maximum.

10-12-6 Thesis cannot be discussed and judged before the elapse of the period established by the university's vice dean for postgraduate studies and research after his/her approval on the establishment of the committee.

10-12-7 Every member of the judgment committee must submit a scientific report about the thesis and its eligibility for discussion and judgment and the whole committee (combined) must submit a scientific report about the thesis after the public discussion. Concerning the foreign



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member, a written report about the thesis is satisfactory. All reports must be on specialty department's board as prerequisite for submitting them to the faculty's board. All members of the judgment committee must sign the report with one of the next recommendations:

- acceptance of the thesis with recommendation of awarding the degree.
- acceptance of the thesis after execution of some modifications without the need of judging and discussing it again, the specialty's department board must ensure that these modifications were done before recommending awarding the degree.
- rejecting the thesis.

10-12-8 After acceptance of the thesis by the judgment committee, the student must present the required number of thesis copies to be distributed on the members of supervision and judgment committee, the faculty and university's libraries and other public libraries in addition to all compact disks containing the thesis. The judgment committee can recommend the exchange of the thesis with other universities or printing the thesis on university costs.

Article (11)

Postgraduate diploma:

11-1 To be enrolled in one of the postgraduate diplomas stated in article (1), student must hold Bachelor Degree in Veterinary Medical Sciences from one of the Egyptian universities or a degree in veterinary medical sciences equaled from the Supreme Council of Egyptian Universities.



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- 11-2** Applications for one of the diplomas are submitted during July of every year and the student is considered accepted from the date of agreement of the faculty's board.
- 11-3** The minimum enrollment time for awarding Diploma is 2 academic semesters: one starts during September and the other starts during February; student cannot be enrolled for more than four semesters.
- 11-4** Diploma student must register for courses that are 24 to 30 credit hours on 2 semesters including one elective course in each semester.
- 11-5** Diploma student must attend 75% of the theoretical and practical sessions according to the tables announced by the faculty. If the student is absent without accepted excuse for one semester then his/her enrolment will be canceled.
- 11-6** The student must succeed in written, oral and practical exams for every course he registered in, postgraduate diploma exams are held at the end of every semester in all courses in which the student has registered in addition to all courses that the student failed in previous semesters. The student does not get any grade higher than the grade D (65%) in case he succeeded in one of the courses he failed before to pass.
- 11-7** Student cannot be enrolled in more than one diploma at the same time.

Article (12)

Exams and grading system:

Evaluation of postgraduate students in courses listed in articles (6-4), (9-3) and (11-6) take place as follows:

- 12-1** Time allowed for written exams is 3 hours for main courses and 2 hours for every elective course.



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12-2 The maximum marks for every 3 credit hours course is 100, while the maximum marks are 50 for any course that is less than 3 credit hours. Marks are distributed as 50% for written exam and 50% for oral, practical and other evaluation forms.

12-3 Student must get at least 40% of the written exam to pass the written exam.

12-4 The success of the student is expressed as follows:

Percentage range	Grade
90% or more	A+
85% to less than 90%	A
80% to less than 85%	B+
75% to less than 80%	B
70% to less than 75%	C+
65% to less than 70%	C
60% to less than 65%	D

And the failure of the student is expressed as follows:

Percentage range	Grade
50% to less than 60%	E
Less than 50%	F