



Benha University



Food Safety Program



Faculty of Agriculture

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ENROLLMENT AND THE STUDY SYSTEM

Article 1: Students and graduates eligible for enrollment in the programs (*in line with articles 4, 5 and 6 of the Faculty Prospectus*):

Students eligible for enrollment are those who obtain (a) certificate of Completing Secondary School Education (Science or Mathematics), or (b) a Certificate of Completion of Medium Technical Institutes (Biology).

Students obtaining Graduates eligible for enrollment are those who obtain BSc in Agriculture, Medicine, Veterinary Medicine, Science, Pharmacy, Medical Science, Education, and Home Economy.

Article 2: The body awarding the degree:

The BSc Degree in Food safety is awarded by the University of Benha, upon a request by the Faculty of Agriculture, Moshtohor.

Article 3: Study system, Student Evaluation and Degree Awarding

(*in line with articles 7 to 10 of the Faculty Prospectus*):

- a) The study Program for each of the Degrees of B.Sc. in Food safety is based on the credit-hour system.
- b) The credit hour is an assessment parameter defining the relative weight of the academic study course. One credit-hour is: (i) one hour theoretical lecture per week; or (ii) two hours practical/laboratory lessons per week.
- c) The program is in 4 levels (Academic Years), no less than 8 semesters. Each level is in two Semesters. Each Semester is 15 weeks. Final examinations are held at end of each semester, the overall results of examinations for each level are fulfilled after the second semester.
- d) Each semester has two kinds of study courses: (i) Compulsory Courses (Obligatory) courses, all of which should be studied by students, and (ii)



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- optional (selective) courses out of which the student chooses at least two to study, according to his/her preference and aptitude.
- e) Each student should study at least 6 courses in each semester: 4 Compulsory Courses and 2 optional, in addition to any other course(s) essential for all students as decided by the University or the Faculty Board.
 - f) The student must register for 12 credit-hours minimum and 21 maximum per semester. (The Faculty Board may weaver this requisite as they see fit).
 - g) Minimum number of students registered in an optional course is three. (The Faculty Board may weaver this requisite as they see fit).

Article 4: Summer Session:

The Board of the Faculty Council may add a **Summer session** within any of the 4 academic levels for students who wish to sit examination for a course that he/she failed to pass (whether in semester 1 or 2). Duration of each summer session is 8 weeks, at the end of which an examination should be done. The number of hours/week, for each lecture in the summer session is double that of the normal Semester. Courses that a student is entitled to enroll per a summer session are no more than three. A student can enroll for a Summer session if(a)successful passing of such courses allows him/her to be transferred to the next level; or (b) in cases of fulfilling requirements of a full program, or (d) fulfilling the summer training.

Article 5: Award of BSc Degree:

For a student to be awarded a BSc degree in Food safety he/she fulfill successfully the study throughout the entire duration of the full program (all in English language) of **no less than 148credit hours** (52 Compulsory Coursesin levels 1 and 2, 48 Compulsory Courses in levels 3 and 4; 48 selective. Table 5 shows the distribution of the credit hours.

Table 5: Number of credit hours for the BSc Degree in Food safety



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Level	Semester	Number of credit hours		Grand total of credit hours
		Compulsory Courses (Obligatory)	Optional Courses (selective)	
1	2	26	12	38
2	2	26	12	38
3	2	24	12	36
4	2	24	12	36
Total	8	100	48	148

Article 6: Categorization of students and their status:

Level 1: Fresh students (enrolled for first time). Also students in this level who failed to pass 32 credit hours of the Program.

Level 2: Students elevated from level 1 passing successfully 32 credit hours at least. Also students who did not pass beyond 69 credit hours of the Program.

Level 3: Students who passed successfully 70 credit hours. Also students who failed to pass successfully beyond 105 credit hours of the Program.

Level 4: Students who passed, successfully, 106 credit hours of the program.

Article 7: The Student Academic Guide:

Students are assigned academic guides (*in line with article 16 of the Faculty Prospectus*). The Academic Guide is a Faculty Teaching Staff member (Professor or Assistant-Professor) who helps and guides the student relating the study program and the possible career opportunity. The activity also concerns choosing the optional courses and any related issues concerning the studies of the student. The opinion of the student's Academic Guide is advisory and not necessarily Compulsory Courses since the final decision on any choice is the student's. Each guide should keep records



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containing relative information and academic history of students under his/her guidance. Students are enrolled and their courses registered according to the rules of this prospectus.

Article 8: Exchanging one course by another:

Based on a recommendation by the Student Guide and a confirmation by the Faculty Board (*in line with article 16 to 18 of the Faculty Prospectus*) the student can: (a) Omit a course and replace it by another from the optionals, or (b) add an extra course within the accepted limit of studied courses. This should be done within the first two weeks of the course commencement in the 1st or 2nd semester; or within the first week in the summer course.

Article 9: Withdrawal from a Course:

The student can withdraw from a course (within the first 6 weeks of the 1st or 2nd semester or within the first 3 weeks of the summer semester). In case of any withdrawal, the number of courses remaining should not be less than the minimum number of courses eligible for a student of the concerned Program. If withdrawal occurs within a semester, the student can study the course in the summer session.

Article 10: Proceeding to higher levels within the program:

The student can proceed from one level to another (higher above it) if succeeded in all courses. Students failing a course have a right to re-register and sit their examination as others.

Article 11: Failure in a Course:

In a case of failing the final examination in any Compulsory Courses (obligatory) course, the student should (*in line with article 19 of the Faculty Prospectus,*) reregister in it, and sit the examination(s) for it. In case of failing an



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optional (selective) course, the student can re-register in it or register in another optional course of his/her choice.

Article 12: Attendance of practical lessons:

*In line with article 20 of the Faculty Prospectus, the student should attend practical lessons fulfilling an attendance rate of no less than 75%. The board of the Faculty has the right to bar the student whose rate of attendance is less than 75%, from sitting the examination of the concerned course, and consequently the student is considered failed in the examination with a mark of zero. The same applies to the student who fails to attend the final exam of a course with no acceptable alibi or permissible excuse (and such case, the student is considered as *absent without acceptable reason*). If could not (or will not) attend an examination, the student should submit a request before the examination date or within the time of the examination; and if such a request is accepted by the Faculty Board, the student`s absence would be acceptable. If the student attends an examination during the time that a decision is being issued, result of such examination is null and void.*

Article 13: Follow-up tests and examinations:

In line with article 21 of the Faculty Prospectus, follow-up tests (at least 2 tests per semester per course) must be done, organized by the concerned scientific Department. At end of each semester, oral, practical and written terminal examinations for each course should be done. The duration time for the terminal written-examination is two hours, unless decided otherwise by the Faculty Board.

Article 14: Distribution of examination marks by courses:

In line with article 22 of the Faculty Prospectus, distribution percentages of full marks for any course are as follows:



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- a) For courses having practical examinations: 60% for the written terminal examination; 15% for the practical examination; 10% for the oral examination and 15% for the periodical follow-up tests.
- b) For courses having no practical examinations: 70% for the written terminal examination; 10% for the practical examination; 10% for the oral examination and 10% for the periodical follow up tests.

Article 15: Panels for oral, practical and laboratory examinations:

In line with *article 23 of the Faculty Prospectus*, teaching staff members constituting the panels of oral, practical and laboratory examinations are appointed by the relevant scientific department. The number of teaching staff per panel is no less than two and no more than five. The minimum number of students per one examination sitting is five or the total number of students registered in the course (*fulfilling article 290 of the Egyptian Law for Universities` organization*).

Article 16: Calculating Grade-Point Average (GPA) earned by student upon termination of examination:

In line with *article 24 of the Faculty Prospectus*, the grade-points earned by the student are averaged so as to give a value of Grade Point Average (GPA) ranging from 0.0 to 4.0. Table 6 shows each grade in terms of GPA value, code-letter, and percent of maximum marks, noting the followings: (a) the student is considered failed if obtained less than 30% of maximum marks allocated to the terminal written examination (thus *considered* "Prospectus-Failure"), irrespective of the overall total percentage of his/her marks relative to the **total maximum** of the course (**total maximum** is the sum of marks for practical + oral + terminal). (b) The student who passes examination(s)-in which he/she formerly failed-and obtain marks exceeding the Pass Grade marks, gets no more than the highest mark of the Pass Grade . An exception is the student who formerly failed due to absence with accepted alibi



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(*acceptable reason*); he/she is entitled to the deserved grade if exceeding the highest Pass marks.

Table 6: Grades and their percentages of maximum marks, values of Grade Point Average (GPA) and Codes

Grade	Percentage of maximum marks (%)	GPA value	Grade code
Excellent	95and more	4.0	A
	90to less than95	3.7	A ⁻
	85to less than90	3.4	B ⁺
Very Good	80to less than85	3.0	B
	75to less than80	2.8	B ⁻
Good	70to less than75	2.4	C ⁺
	65to less than70	2.0	C
Pass	60to less than65	1.6	C ⁻
	55to less than60	1.3	D ⁺
	50to less than55	1.0	D
Weak	30to less than50	0.0	F
Very Weak	less than30	0.0	F ⁻

Article 17: The cumulative grade for each study level:

In line with *article 25 of the Faculty Prospectus*, calculation of the cumulative ‘grade point average’ (GPA) is as follows: concerning any particular level (academic year) calculated:

- a) **For one study level (an academic year):** Summation of the { (GPA points for the course X credit hours of the course)..., regarding all courses attempted by



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student)} divided by (the total sum of **credit hours** of courses of *the academic year*).

- b) **For the entire 4-year program:** Summation of the (GPA points for the course X credit hours of the course, regarding all courses attempted by student); divided by (the total sum of credit hours of courses of the *four academic years*).

Article 18: The Honor Grade:

A student gets an *Honor* grade if the grade is *excellent* or *very good* for each of the four academic years; and in the same time has a cumulative 4-year grade of *excellent* or *very good* (with at least 15 credit hours in any semester, and no failure in any of the courses).

Article 19: Student Dismissal:

In line with *article 26 of the Faculty Prospectus* a student enrolled in Level 1 is not allowed to continue and is dismissed if during the first two years of his joining the program failed to fulfill a minimum of 29 credit hours.

Article 20: Summer Training and Scientific Excursions:

In line with *article 27 of the Faculty Prospectus*, a student completing successfully at least 70 credit hours can carry out a summer training program given by the Faculty's scientific Departments. The duration is one month (6 days per week; 8 hours per day). Students who successfully complete 106 credit hours must join the 6-week field summer training .This is as follows (a) 2 weeks in the scientific Department; and(b) 4 weeks in an outside institute, research center, factory, firm or other bodies involved in agriculture, under joint supervision (the Scientific Department and the outside body). The student may fulfill the summer training abroad in a factory or research Institute or a firm of comparable activity (private of governmental) .In such case the Faculty would participate partially to facilitate procedures of travels and permits. In line of *article 28 of the Faculty Prospectus*,



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students of the 3rd and 4th levels must do scientific excursion to an Egyptian Agricultural Research Station or a body or institute of scientific research during the semester time.

Article 21: Graduation Announcement:

Successful Graduation results are announced following the **June examination**; (i.e. the **June Graduation**) in cases where the student succeeds in all of the examination for all courses for fulfilling the program (*article 30 of the Faculty Prospectus*). Students failing to succeed in all attempted courses are to re-sit the 2nd chance examination(s), and if succeeded they can obtain their graduation in the **September Graduation**.

Article 22: The curriculum and the Required Credit Hours:

Students are required to complete at least **148** credits for all courses. The credits hours of these programs are **52** compulsory in levels one and two, **48** compulsory in levels three and four, and **48** selective in each level of three and four. The courses and their codes in scientific department contributing to the programs are listed in Table 7.

Table 7: The courses and their codes in Scientific Department contributing to the program

Serial	Department	Code
1.	Agronomy	AG 01
2.	Horticulture	HO 02
3.	Animal Production	AP 03
4.	Plant Protection	PP 04
5.	Soils and Water science	SO 05
6.	Agricultural Economics & Extension	EE 06
7.	Food Science	FS 07
8.	Agricultural Botany	AB 08



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9.	Agricultural Biochemistry	AC 09
10.	Genetics and Genetic Engineering	GE 10
11.	Agricultural Engineering	AE 11
12.	Common and joint	CJ 12