

Kingdom of Saudi Arabia  
Ministry of Higher Education  
Northern Border University, Arar  
College of Education and Arts,  
Language and Translation Department



المملكة العربية السعودية  
وزارة التعليم العالي  
جامعة الحدود الشمالية  
كلية التربية والآداب بعرعر  
قسم اللغات والترجمة

## English Language and Literature Program



# Contents

About the Department .....	3
English Language and Literature Program Mission.....	3
English Language and literature Program Goals.....	3
First Year Student Admission Requirements .....	4
Transfer Student Admission Requirements .....	4
Program Study Plan .....	5
Credit Hours.....	6
Course Load Requirements.....	6
Attendance Policy .....	7
Examination Policy.....	7
Grading Scale .....	7
How to Calculate Your Grade Point Average (GPA)? .....	8
Requirements for Honors Degree.....	9
Course Withdrawal .....	9
Postponement of the Semester .....	9
Withdrawal of the Semester.....	10
Change in Specialization .....	10
Academic Warning.....	10
Objectives of Academic Advising .....	11
The Student’s Role in the Academic Advising Process.....	12
Academic Advising Sessions.....	13

## About the Department

The department of languages and translation was established under the name of the English department in 1422 Hijri, 2001 A.D. as a department specialized in education. It previously belonged to the teachers' college and it used to award the BA degree in Education at the major of English Language. In 1432 Hijri, 2011 A.D, i.e. after four years of the establishment of the Northern Border University and the annexation of the college to the university, the department name became the department of languages and translation and it started to award the BA degree in English language and literature as a first step. The department hopes to open other languages programs. The student currently studies varied subjects at the English language and literature program including language skills, linguistics, literature, and translation as well as the related varied branches and cultures that serve the study of the foreign language in KSA. Also, French was added as a required course in the department as a first step to add a French program in the future.

## English Language and Literature Program Mission

The English language program strives to be a leader in delivering innovative and high-quality instruction in English language, linguistics, literature, and translation. The program is dedicated to prepare students to communicate with confidence in the varied contexts of their academic and professional lives.

## English Language and literature Program Goals

1. To provide high quality education and learning experiences in the fields of English language, literature, and translation.
2. To prepare students to succeed academically and professionally and prepare them to the job market.
3. To develop critical thinking skills, as well as digital and information literacy.

4. To cultivate group interaction and leadership skills.
5. To foster national values and instill Islamic identity.
6. To foster faculty and students' research activities through partnerships and collaborations with the community.

## First Year Student Admission Requirements

1. Successful completion of a semester at the college-preparatory school
2. Applicants are selected according to the seats available at the department

## Transfer Student Admission Requirements

1. Applicants are selected according to the seats available at the department
2. Preference will be given to applicants with a GPA of 2 or higher.

# Program Study Plan

## (الفصل الدراسي الخامس)

المستوى الخامس								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	1606330	شكسبير	2	2	--	1606232	1606330	Shakespeare
2	1606320	صوتيات وعلم الأصوات	3	3	--	1606220	1606320	Phonetics and Phonology
3	1606321	المصروف	3	3	--	1606220	1606321	Morphology
4	1606322	اللغويات الاجتماعية	2	2	--	1606220	1606322	Sociolinguistics
5	1606340	تطبيقات في الترجمة	3	3	--	1606240	1606340	Applications in Translation
6	1606xxx	مقرر اختياري 1 تخصص	2	2	--	--	1606xxx	Elective 1 Core Course*
7	160xxxx	مقرر اختياري كلية (2)	2	2	--	--	160XXX X	Elective College Course 2**
مجموع وحدات المستوى الخامس			17					
* يختار الطالب أحد المقررين: 1606332 المسرحية البريطانية الحديثة 1606333 الأدب في العصر الفيكتوري								
** يختار الطالب مقرر واحد من 4 مقررات: 1601103 تأمل وتوجد 1603301 الفكر اللغوي 1608101 تاريخ المملكة								

## (الفصل الدراسي السادس)

المستوى السادس								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	xxxxxxx	مقرر حر (1)	2	2	--	--	xxxxxxx	Free Course 1
2	1606323	استخدام الحاسب في تعلم اللغة	2	2	--	1606221	1606323	CALL
3	1606324	علم الدلالة	2	2	--	1606220	1606324	Semantics
4	1606331	الشعر من عصر النهضة إلى العصر الرومانتيكي	3	3	--	1606230	1606331	Poetry: Renaissance to the Romantics
5	1606334	القصة القصيرة	2	2	--	1606230	1606334	Short Stories
6	1606xxx	مقرر اختياري 2 تخصص	2	2	--	--	1606xxx	Elective 2 Core Course*
7	160xxxx	مقرر اختياري 1 مساند	2	2	--	--	160xxxx	Elective Supportive Course 1**
8	1606xxx	مقرر اختياري 3 تخصص	2	2	--	--	1606xxx	Elective 3 Core Course***
مجموع وحدات المستوى السادس			17					
* يختار الطالب أحد المقررين: 1606335 الرواية البريطانية الحديثة 1606336 الأدب الأمريكي من البداية حتى 1865								
** يختار الطالب أحد المقررين: 1606341 نظرية الترجمة 1606342 علم اللغة الفرنسي 1606325 علم اللغة النحوي 1606326 اكتساب اللغة								

## (الفصل الدراسي السابع)

المستوى السابع								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	xxxxxxx	مقرر حر (2)	3	3	--	--	xxxxxxx	Free Course 2
2	1606490	مناهج البحث	2	2	--	--	1606490	Research methods
3	1606430	نظرية النقد المعاصر	3	3	--	1606230	1606430	Contemporary Critical Theory
4	1606xxx	مقرر اختياري 4 تخصص	2	2	--	--	1606xxx	Elective 4 Core Course*
5	160xxxx	مقرر اختياري 2 مساند	2	2	--	--	160xxxx	Elective Supportive Course 2**
6	1606xxx	مقرر اختياري 5 تخصص	2	2	--	--	1606xxx	Elective 5 Core Course***
7	1606xxx	مقرر اختياري 6 تخصص	2	2	--	--	1606xxx	Elective 6 Core Course***
مجموع وحدات المستوى السابع			16					
* يختار الطالب أحد المقررين: 1606431 الشعر البريطاني الحديث 1606432 الأدب الأمريكي الحديث: من 1865 إلى الوقت الحاضر								
** يختار الطالب أحد المقررين: 1606440 ترجمة النصوص الإسلامية 1602126 الصرف 1 (لغة عربية) 1606421 التحليل الخطاب 1606422 التخطيط اللغوي 1606423 علم اللغة العصبي								

## (الفصل الدراسي الثامن)

المستوى الثامن								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	1606491	مشروع التخرج	6	6	--	91 مساند	1606491	Graduation Project
2	1606xxx	مقرر اختياري 7 تخصص	2	2	--	--	1606xxx	Elective 7 Core Course*
3	160xxxx	مقرر اختياري 3 مساند	2	2	--	--	160xxxx	Elective Supportive Course 3**
4	1606xxx	مقرر اختياري 8 تخصص	2	2	--	--	1606xxx	Elective 8 Core Course***
مجموع وحدات المستوى الثامن			14					
* يختار الطالب أحد المقررين: 1606433 نظرية الأدب وتطبيقاتها 1606434 الأدب الإفريقي								
** يختار الطالب مقرر واحد من المقررات: 1606441 الترجمة القانونية 1606442 التعريب 1606425 اللغويات الحاسوبية								
*** يختار الطالب أحد المقررين: 1606424 علم اللغة التاريخي								

## (الفصل الدراسي الأول)

المستوى الأول								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	1606110	كتابة 1	2	2	--	--	1606110	Writing I
2	1606112	استماع وتحدث 1	2	1	2	--	1606112	Listening & Speaking I
3	1606114	قراءة 1	2	2	--	--	1606114	Reading I
4	1606116	قواعد 1	2	2	--	--	1606116	Grammar I
5	1606118	بناء المفردات	2	2	--	--	1606118	Vocabulary Building
6	1601101	ثقافة إسلامية 1	2	2	--	--	1601101	Islamic Culture I
7	1602101	لغة عربية	2	2	--	--	1602101	Arabic Language
مجموع وحدات المستوى الأول			14					

## (الفصل الدراسي الثاني)

المستوى الثاني								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	1606111	كتابة 2	2	2	--	1606110	1606111	Writing II
2	1606113	استماع وتحدث 2	2	1	2	1606112	1606113	Listening and Speaking II
3	1606115	قراءة 2	2	2	--	1606114	1606115	Reading II
4	1606117	قواعد 2	2	2	--	1606116	1606117	Grammar II
5	1601201	ثقافة إسلامية 2	2	2	--	1601101	1601201	Islamic Culture 2
6	1602102	لغة عربية تطبيقية 1	2	2	--	--	1602102	Applied Arabic 1
7	160xxxx	مقرر اختياري كلية (1)	2	2	--	--	160XXX X	* Elective College Course 1
مجموع وحدات المستوى الثاني			14					
* يختار الطالب مقرر واحد من 4 مقررات: 1601103 تأمل وتوجد 1603301 الفكر اللغوي 1608101 تاريخ المملكة								

## (الفصل الدراسي الثالث)

المستوى الثالث								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	160130X	مقرر اختياري 1 ثقافة إسلامية	2	2	--	1601102	160130X	Elective 1 Islamic Culture
2	1602201	لغة عربية تطبيقية 2	2	2	--	--	1602201	Applied Arabic 2
3	1606220	مقدمة في اللسانيات	3	3	--	--	1606220	Introduction to Linguistics
4	1606230	مقدمة في الأدب	3	3	--	--	1606230	Introduction to Literature
5	1606200	اللغة الفرنسية 1	2	2	--	--	1606200	French 1
6	1606221	مقدمة في اللغويات التطبيقية	2	2	--	--	1606221	Introduction to Applied Linguistics
مجموع وحدات المستوى الثالث			14					
* يختار الطالب أحد المقررين: 1601301 ثقافة إسلامية 3 1601302 ثقافة إسلامية 4 1601303 ثقافة إسلامية 7								

## (الفصل الدراسي الرابع)

المستوى الرابع								
م	رقم المقرر ورمزه	اسم المقرر	الوحدات المعتمدة	طبيعة الوحدات		المتطلب السابق	Course Number & Code	Course Title
				نظري	عملي			
1	160140X	مقرر اختياري 2 ثقافة إسلامية	2	2	--	1601102	160140X	Elective 2 Islamic Culture
2	1603201	المدخل إلى علم النفس	2	2	--	--	1603201	Introduction to Psychology
3	1606210	الكتابة المتقدمة	2	2	--	1606111	1606210	Advanced Writing
4	1606231	نشأة الرواية	2	2	--	1606230	1606231	Rise of the Novel
5	1606232	المسرحية	2	2	--	1606230	1606232	Drama
6	1606222	النحو	3	3	--	1606220	1606222	Syntax
7	1606240	مقدمة في الترجمة	3	3	--	1606117 1606111	1606240	Introduction to Translation
مجموع وحدات المستوى الرابع			16					
* يختار الطالب أحد المقررين: 1601401 ثقافة إسلامية 5 1601402 ثقافة إسلامية 6 1601403 ثقافة إسلامية 8								

## Credit Hours

Credit hours are clearly stated in the table below.

Requirements		Cr. Hours	Number of courses
University requirements	Obligatory	6	3
	Elective	4	2
College Requirements	Obligatory	6	3
	Elective	4	2
Program Requirements	Obligatory	78	31
	Elective	22	11
Total Credit Hours		120	52

## Course Load Requirements

GPA	No. of hours per semester
Less than 2.0	12
2.0 to 2.74	15
2.75 to 5.0	18

## Attendance Policy

- Students are required to be present at the beginning of the semester and to remain until the work of the semester is completed (which includes final examinations).
- Note that any excused or unexcused absences may have a negative impact on a student's final grade in a course. Students who fail to attend 75% of lectures will not be allowed to take the final exam. They will receive a DN.

## Examination Policy

Students are evaluated and graded during the semester according to their assessment including quizzes, midterm exams, class participations, and final exams. The final exam schedule sets the day and time for each examination. Students should make sure beforehand that there aren't any two exams being held concurrently. Students will not be allowed to enter the exam room if they arrive after one hour of the scheduled exam time. It is also mandatory to bring identification card to the exam. If a student is unable to take the examination during the scheduled examination time, she will be graded according to her formative assessment. If a student has special medical or any other personal circumstances she can submit an application for a make-up exam. Reassessment is evaluated by the faculty's dean in coordination with the head of the department.

## Grading Scale

Letter Grade	Percentage	GPA
A+	95-100	5.0
A	90-94	4.75

B+	85-89	4.5
B	80-84	4.0
C+	75-79	3.5
C	70-74	3.0
D+	65-69	2.5
D	60-64	2.0
F	0-59	1.0

## How to Calculate Your Grade Point Average (GPA)?

Your Grade Point Average (GPA) is calculated by dividing the total amount of grade points earned by the total amount of credit hours attempted. Your grade point average may range from 0.0 to 5.0.

Excellent:	GAP range from 4.5 to 5.0
Very Good:	GAP range from 3.75 to 4.49
Good:	GAP range from 2.75 to 3.74
Average	GAP range from 2.0 to 2.74



## Requirements for Honors Degree

- To be eligible for graduation with honors, a student seeking a BA degree must graduate with a GPA of 4.75 or above (out of 5.0).
- Students who are eligible for graduation with honors second degree must graduate with a GPA from 4.25 to 4.74

Other requirements for graduation with honors:

- Never received a grade of F in any of the courses at NBU or any other university.
- Completing the requirement of graduation within the specified duration (12 semesters)
- Completed 60% of graduation requirements at NBU.

## Course Withdrawal

A Student may withdraw from a course provided she is enrolled in at least 12 credit hours after course withdrawal. It is graded as (W) in her final transcript. Withdrawal in a specific course is allowed only once.

## Postponement of the Semester

If a student has special medical or any other personal circumstances and foresee that she will not be able to study for one or more semesters, she can make a request for postponement of the semester, before the end of the preceding semester. She must submit an application for postponement in the period specified in the academic calendar. Postponement of study is allowed for two consecutive or three nonconsecutive semesters throughout her study period. Postponed semester is not counted within the regular period of completion of the program and student's monthly allowances are not suspended.

## Withdrawal of the Semester

If a student has special medical or any other personal circumstances, she can apply for a withdrawal of the semester. The semester is calculated within the regular period of completion of the course and student's monthly allowances are suspended. The withdrawal of the semester is allowed for two consecutive or three non-consecutive semesters.

## Change in Specialization

Any change in specialization is allowed provided:

- a. application is made at the end of the second semester
- b. student received permission from the academic unit of the specialization they wish to transfer
- c. Student's GPA is more than 2.00
- d. student fulfilled all other college requirements
- e. only one-time transfer is available
- f. application is made before submission deadline specified on academic calendar

## Academic Warning

The Academic Unit may issue to a student, in writing, an academic warning, who has failed to make academic progress and failed to obtain a GPA minimum of 2.0 in the same semester.

academic dismissal

Students will be dismissed from college under one of the following conditions:

1. The student is placed on academic probation when her cumulative GPA falls below 2.0. Student who has been on academic probation for three terms in total and does not achieve a 2.0 cumulative GPA will be dismissed. The student has a right to appeal to the university council and may be given a chance to improve her GPA.

2. The student is failed to complete the graduation requirements within a maximum additional period, equal to one half of the period determined for graduation in the original program period. The university council may make an exception and award the student the opportunity to complete the graduation requirements within an additional period of a maximum duration equal to that specified for graduation. The university council may make an exception and give student the opportunity to complete the requirements within a period of two semesters.

## Objectives of Academic Advising

The Academic Advising Program aims to embody a major aspect of the university's vision and mission by helping the student to solve academic problems and ensuring that they are treated with a beneficial treatment. It results in providing effective outputs from the nation's sons and daughters, equipped with knowledge, faith and skills to participate in building a knowledge society. The most prominent objectives of the program can be identified. In the following:

Establishing a relationship of cooperation, interaction, and belonging between the student, the college, and the community. Creating the appropriate conditions to achieve the steady cognitive growth of university students.

Building positive social relationships for the student with his colleagues, faculty members and university employees.

Building successful responses in the face of academic problems encountered in different situations throughout the study period at the university.

Spreading the culture of university life among new students and how to invest it in a way that benefits them most. Familiarizing students with the variables they may encounter during their university careers and how to deal with them.

Guiding students to the best method for preparing study plans and organizing the schedule for that, and providing them with skills that raise educational attainment and personal development.

Educating students about the needs of the labor market and its impact on formulating its future goals.

Encouraging outstanding students to achieve more, and directing them to invest their capabilities and potentials in areas that are compatible with their scientific interests and interests.

Follow-up students who are failing in studies and help them acquire the necessary skills to increase their educational attainment. Helping students with special needs, during their university life, to achieve the highest levels of psychological and social adjustment and academic achievement.

Helping foreign students by offering them a range of appropriate activities, deepening the idea of belonging to society, and highlighting the Kingdom's role in serving Muslim causes.

Spread awareness of the academic regulations among students and work according to them during the student's university career.

## The Student's Role in the Academic Advising Process

The student is the main focus of the academic advising process, and by his interaction with the counseling process, the wheel of achievement is pushed towards achieving his goals and with great acceleration. In order to achieve the greatest return from academic advising interviews, the student must prepare before and after meeting with the academic advisor, and then implement what the interview requires, and the student's role can be detailed in the following points:

Getting to know the academic advisor and bonding with him. Building and setting social, academic and career goals.

Take full responsibility for defining career goals and objectives and study plans.

Attending counseling sessions regularly and preparing in advance with the required papers and forms.

Follow-up of all new regulations and laws for students at the university.

Fully aware of the department, college and university requirements for graduation from the chosen major.

Going to the academic advisor to request assistance with all academic needs or urgent questions. Keep copies of study plans, evaluation and academic recommendations by the academic advisor to provide the academic advisor with all documents related to the programs in which the student participated outside the scope of the study plan.

Learn about effective educational resources on campus.

Fully aware of the academic calendar and related dates for academic advising, registration, deletion, addition, examinations and official holidays.

Obtaining all necessary forms for academic advising. Commitment that registration is always based on the recommendations of the academic advisor.

## Academic Advising Sessions

New students are required to meet with an academic advisor at the beginning of each semester, and the aim of this first meeting is to educate the student about the specialization to which he belongs and the requirements of the degree plan in it in addition to documenting communication with the academic advisor, and this early meeting with the academic advisor serves as an assistant for making important academic decisions for the student. The student's initial meeting and getting to know the academic advisor before the registration, deletion and addition period, although the meetings with the academic advisor are confirmed with the beginning of the registration period, it should not be limited to that only, but the student must refer to the academic advisor in the following cases: Discussing his own academic development.

Having academic difficulties during his academic career.

The student's desire to discuss social obstacles and problems that affect his studies.

The need for guidance regarding making some changes to the course schedule.

Desire to change major or transfer to another university. Desire to change the future career direction according to labor market variables.

Discussing any urgent issues regarding new alternatives in his academic career or career.

The student can meet with the academic advisor by setting an appropriate appointment in the counselor's office or in the corridors of the college in cases of urgent inquiries, and it is also possible to invest in the availability of electronic services to discuss the advisor's urgent matters.

This interaction and diversity between the student and the mentor is extremely important for the exchange of important and influential information in the student's academic journey, and it would break down the barriers between the student and the mentor and consolidate the relationship between them to achieve the academic's desired goals.