

3.r. Class Size

Subject	Educational Programs	Effective From	Sep - 2011
Policy #	3.r.	Latest Revision	Dec - 2023
Title of The Policy	Class Size	Next Review	Dec - 2024
Responsible Entity	Colleges Councils	Policy Pages	2



Definitions	<p>Class: The type of activity required for a subject such as a lecture, tutorial, laboratory or seminar/practical.</p> <p>Laboratory: A class held in a workshop, studio, or laboratory.</p> <p>Lecture: Formal class in which instructors present program material to all students enrolled in a given subject.</p> <p>Tutorial: Usually less formal than a lecture, a tutorial is a class in which material from lectures, exercises, further discussion, and readings can be offered.</p> <p>Seminar: A class which combines elements of both lectures and tutorials, enabling interaction within the class and between the students and the teacher to complement the delivery of subject content.</p>												
Purpose	Ensuring that classroom sizes are appropriate for accommodating the number of students and are equipped with all necessary teaching aids of interest to students.												
Scope	All AAU Students.												
Statement	<p>AAU believes in quality education and seeks to provide the best learning experience to its students. Therefore, classroom sizes (maximum number of students) are considered carefully when assigning courses. Comfortable seating, access to learning resources, proper ventilation, and satisfactory health and safety measures are some of the numerous factors AAU units consider when distributing classrooms.</p> <p>Providing appropriate classrooms, equipped with all the requirements of the course, to help in providing a healthy learning environment for both faculty and students.</p>												
Procedures	<p>Cooperatively, the Admission and registration unit, Colleges, Administrative Units, and Information Technology Center distribute the halls among the sections, as follows:</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Type and Level of Class</th> <th>Minimum Enrollment</th> <th>Maximum Enrollment</th> </tr> </thead> <tbody> <tr> <td>Undergraduate College Requirement</td> <td>8</td> <td>40</td> </tr> <tr> <td>Undergraduate Specialization Courses</td> <td>4</td> <td>40</td> </tr> <tr> <td>Postgraduate Courses</td> <td>3</td> <td>30</td> </tr> </tbody> </table> <p>The College Dean and the Registrar monitor students' enrollments in advance so that the faculty members will have adequate time for modifications if their teaching schedules change.</p> <p>Special Cases for the Undergraduate "Minimum Enrollment":</p> <ul style="list-style-type: none"> To avoid the delays for the expected "graduating students", the "minimum enrollment" will not be considered for the courses of the 3rd, 4th, and 5th (if applicable) years. 	Type and Level of Class	Minimum Enrollment	Maximum Enrollment	Undergraduate College Requirement	8	40	Undergraduate Specialization Courses	4	40	Postgraduate Courses	3	30
Type and Level of Class	Minimum Enrollment	Maximum Enrollment											
Undergraduate College Requirement	8	40											
Undergraduate Specialization Courses	4	40											
Postgraduate Courses	3	30											

	<p>Therefore, any course in these years will be offered regardless the number of enrolled students.</p> <ul style="list-style-type: none">• For the courses of 1st and 2nd year, the “minimum enrollment” is applicable. However, the course (cancelled because of the “minimum enrollment”) must be offered in the following semester (regardless the number of enrolled students).
Recent Changes	