

## Rules, procedures, and legal documents of the department

### Important notes:

Currently, the courses of Islamic Sciences in B.A. and PhD include a total of 16 units and in non-Continuous B.A include a total of 12 units.

Passing the courses of history of Islamic Culture and civilization, and Family and Population Science are compulsory in all levels (PhD, B.A., and non-continuous B.A.)

For the Courses that need prerequisite courses, the order and prerequisite must be heeded. The course of Islamic Thought I is the prerequisite of Islamic Thought II, therefore if students take other courses, Islamic Thought II would not be accepted from them.

The unit's acceptance requirement is 12, for unit transfer

In order to transfer, 80% of the titles of courses must be compatible.

According to section 9 of article 3, act of the Supreme Council of the Cultural Revolution, observing the quality of presenting the Islamic Sciences courses and evaluation of the performance of the Islamic Sciences departments, students can take only one course (2units) each semester. (According to the circular)

If necessary and with the permission of the Islamic Sciences department students can take maximum of two courses (4 units).

According to the act of the education council of the university of medical sciences, dated 25/3/93, it was approved that henceforth no student is allowed to take more than two courses of Islamic Sciences department in each semester, moreover, students, in case of having educational problems concerning Islamic Sciences units, must refrain from referring to the mentioned department. In case of having problems in emergencies (taking more than 4units) the educational problems form is provided for the students, by the department, and after completing the form and presenting it in the education council of the university, actions will be taken to solve their problem. (Based on the act of education council of university)

Students are required to attend the class based on the unit selection printout after the unit selection time, otherwise, any relocation is taken as an absence.

Students' absences during the first two weeks of each course are not allowed for any reason even adding or dropping units, and in case of occurrence, they are included in maximum allowed student absenteeism. (According to the education Bylaw)

## Chapter 5

### Add /drop

Article 26) students can drop the maximum of two taken courses or add two other courses, or substitute two taken courses with two other courses in each semester, from the preclinical stages to two weeks after the beginning of the semester, providing that the taken units do not exceed the allowed units in article No. 20.

Note1: Students' absences during the first two weeks of each course are not allowed for any reason even for add/ drop, and in case of occurrence, they are included in the maximum allowed student absenteeism( the specified maximum in article No.24) and the provisions of the mentioned articles will be implemented.

Note2: add/drop is not possible in summer semesters.

Article27) in case of emergencies, in the first step of medical education, students can drop only one course with the approval of the related department providing that firstly, students' absences in theoretical courses are not more than 4/17, or in practical or laboratory courses are not more than 2/17 of the total hours of that course. Secondly, their remaining units must not become less than 12 units.

Article 28) Dropping all of the taken courses in one semester is only possible before the beginning of exams, and if according to the education council of the university's opinion, the student is not able to continue studying in that semester. In that case, the semester will be counted as academic leave for the student. Education council of the university is responsible for Counting or not counting this leave in the permitted study years.

Note1. Dropping all of the taken units in summer semester is possible until the beginning of the final exams of that semester, with the approval of the education council of university.

Article 29) Dropping or changing department in any clinical stage, if approved by the education council of the university, is permitted only in the specified period by the Education sector of the department.

The Ministry of Health and Medical Education

The University of Medical Sciences of Kerman

Deputy of Education

Respectable Vice-chancellor for Education of Departments- office of international affairs-  
Zarand- medical university of Sirjan

Subject: taking courses of Islamic Sciences

Hello.

With all due respect, according to the act of the education council of the university dated 25/3/93, henceforth no student is allowed to take more than two courses of Islamic Sciences in each semester. Moreover, students, in case of having educational problems concerning the units of Islamic Sciences department, must refrain from referring to the mentioned department. Obviously in case of problems in emergency situations, the educational problems form will be provided for the students, by the department, and after completing the form and presenting it in the education council of the university, actions will be taken to solve their problems.

Dr. Abbas Aghaei Afshar

Head of the Education

Copy:

To inform the Respectable vice-chancellor for Education

To inform the respectable head of the Islamic Sciences department

Arriving at the office of the Islamic Sciences department

Number:

Date:

Kerman\_ Jomhouri Eslami Boulevard, The central organization

Telephone:

Fax:

IN the name of God

Islamic Republic of Iran

The Office for Representatives on the Supreme Leader at Universities

Deputy of Professors' Affairs of the Islamic Sciences department

Respectable head of the university/ The University of Medical Sciences

Respectable head of Social Welfare and Rehabilitation – Military medical sciences – Shahed – Baghia  
Allah medical sciences – Respectable CEO of the Blood Transfusion Organization of Iran – Respectable  
head of the Pasteur Institute – Respectable head of the Shahid Rajaie Cardiovascular Medical and  
Research center – Respectable head of the Razi Vaccine and Serum Research Institute

Hello.

With all due respect, according to the article No.9 of act 322 to 324 of the Supreme Council of the Cultural Revolution, observing the quality of presenting the Islamic Sciences courses and evaluation of the performance of the Islamic Sciences department is the responsibility of the Office for Representatives of the Supreme Leader at Universities (Deputy of Professors and Islamic Sciences courses' affairs). Due to the influential role of the professors and Islamic Sciences departments in the explanation of basic issues, developing and deepening the religious beliefs, and answering the academic young generations' doubts, and with the intention of continuation of students' relationship with religious issues during the educational period, observing the following points is compulsory:

1. For courses that need prerequisite, order and prerequisite must be observed.
2. Students can take only one course (2units) in each semester.

3. In emergency case and with the approval of Islamic Sciences department, students can take a maximum of two courses (4units).

Furthermore, heeding the indisputable principle, that first we must strengthen the foundations of belief and knowledge in students, in order to create the ground for acceptance of ethical teachings and other issues with faith in religious believes, and based on previous experiences, the following order for presenting Islamic Sciences courses is suggested:

1. Theoretical foundations of Islam (Islamic thought I)
2. Theoretical foundations of Islam (Islamic thought II)
3. Islamic Ethics
4. Introduction to Islamic resources
5. History of Islamic culture and civilization
6. History of culture and civilization of Islam and Iran
7. Islamic revolution

Seyyed Hossein Rokn Al-Dini

Vice-chancellor for Islamic Sciences Professors and courses' affairs

Copy:

Respectable Vice-chancellor for Education

Respectable head of the Islamic Sciences department