رَّ رِرْدُ، رَمَرُدَ، (2) (2) مَرْدِرْ: 31 (2) مَرْدِرْ: 31 دُرِمِمْ 2023 رسْمَةً (2) رسْمَةً رَبِّرَةً (2) مَرْمُدُدُ: 1

# ees semsonn



		و بدعر غری بر
4	2023 وَسَرُ دَرَيْرَةُ وَيُرْجُرُ سُوسَ وِسَوْجُ 10 وَّسَوْيَرُسُ. (17 جَسَرَوَيِ 2023 وَرِ رِوْدِوْ دِسْ وَسُونَيْرُو وَرِدِ	UC-2023-01
8	ورو مروس مرسم المر مرد مرد الله الله الله الله الله الله الله الل	UC-2023-02
12	"" " " " " " " " " " " " " " " " " " "	UC-2023-03
16	2 ) 2 کا سٹوس ہو سٹوچ	UC-2023-04
21	2 ئى 2 ئاستومىر بوسۇھ 33 گوسۇم ئىرىمۇ.	UC-2023-05
27	הרא את של המאל היינים אל האלינים לה לה האל האל האלינים אל האלינים אלינים אליני	UC-2023-06
29	לרים התקפת אר לינפש דל התפתנת היא התתה התו שמת אב א לכל לא היצור היא הר לינפש דל התפתנת האת התחה התו שמת אבש א לכל לא ביר ביור	UC-2023-07
29	02(12 060 121 200 1 10×0 1 02 02 02 02 02 02 02 02 02 02 02 02 02	UC-2023-08
30	אין ב מרוב מרוב מרוב ברוב במרוב במר	UC-2023-09
31	وَوُرُهُ وَرُورٌ مِنْ وَوَرِدُو مِرْدِ وَرَوْ مَرْدِ وَرَوْ مَرْدِ وَرَوْدُورُ مَرْدِ وَرَوْدُورُ مَرْدِ	UC-2023-10
32	מיני דר ת'ת-מיני ל מ'ני ל אין אין אין איני אין איני איני איני אינ	AS-2023-22
33	مرس کر گردس کا در کا در کا در کا کرد کا گرد کا گ	AS-2023-23
33	Student Feedback Panel (SFP) وسور المعالمة	AS-2023-24
35	وُمَوْجِ الْرُوْ الْمَارِيْ الْمَارِيْ وَ الْمَامِعِ الْمَارِيْ الْمَارِيْ وَلَمْ وَ الْمَارِجِ الْمَارِدِيِّ الْمَارِدِيِّ الْمَارِيِّ وَالْمَارِيِّ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْ الْمَارِدِيْنِ الْمَارِدِيْنِ الْمَارِدِيْنِ الْمَارِدِيْنِ الْمَارِدِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِيْنِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِيْنِ الْمُلْمِيْنِ الْمُلْمِيْنِي الْمُلْمِيْنِ الْمُلْمِيْنِي الْمُلْمِيْنِ الْمُلْمِيْنِي الْمُلْمِيْنِ الْ	AS-2023-25
36	"אין ה אים	AS-2023-26
40	" د- وَبِر سِرِسْرُد بِحَرِوسِ " كُوْسِرِ " كُوْسِرِ " كُوْسِرِ " كُوْسِرِ " كُوسِرِ " كُوسِرِ " كُوسِرِ " كُو	AS-2023-27
40	"ג-ק' איניתימ' צ' אָרַייִי " אַרָּייִי אָנִייִי אָרָייי " אַרִּייִי אָרָייי אַרָּייי אַרָּייי אָרָיייי אָרָייי	AS-2023-28

مِرْجُرُمُ مِنْ مِنْ مُرْجُرُمُ مُرْجُرُمُ مِنْ مُرْجُرُمُ مِنْ مُرْجُرُمُ مِنْ مُرْجُرُمُ مِنْ مُرْجُرُمُ مِن

	מבירת המשל הליל אל תפים -מביל ליל אלים אלים באלים אלים אלים אלים אלים אלים אלים אלים	
43	ביש ביש ביש ( אביש אל אל של אל אל היאים אל היאים ( אל ביש אל	AS-2023-29
	) מים ( 0° ס ) ב ( 2° כ כ כ כ כ כ כ כ כ כ כ כ כ כ כ כ כ כ	
43	ייל איל איל איל איל איל איל איל איל איל	AS-2023-30
42	תני. מלים יל בל הלים ל לימים ל הלים בל בל הלים לל הלים לל הלים הלים הלים הלים הל	A S 2022 21
43	2) 22 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	AS-2023-31
43	مَرِمِدُورُ وَ وَكُرُورُوسُ مُرْمَدُ مِودُ كُرِوسٍ وَسُومُرُمْتُوسُ	AS-2023-32
44	מציער ב ל פתצבית התו הפר צבות כ המפאממת	AS-2023-33
50	ورو المروع ا	AS-2023-34
30	ם 20 ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° °	AS-2023-34
51	2023 وَسَرَ رَرَيْوَءُ رَمَاءُ جِرْ مَا وَسَرَءَ مَرَاثُ وَسَرَّوْ وَسَمَوْرٌ وَسَمَوْرٌ وَسَمَوْرٌ	AS-2023-35
	وُمَاوْجٍ هِيْ رُوهُ سَوِرِسُ سَبَّهُ "عَكُولِم هِوْ سَوِرِسُ (هُمَرَمِسُ) رِمَّوْ وَيْ سَوِرِسُ	
51	(ده سه و مرد مرد مرد مرد مرد مرد اهمور اهمور دو سورس و ده دو	AS-2023-36
<i>J</i> 1	سكرس (وه ساوع دسوع د شورك مي الماد و	AS-2023-30
	ده کروه (وی سوی مروی کروی در کروه از کروی کروی در کرور کردر کردر کردر سرور کرد کردر کردر سرور کردر کردر سرور کردر کردر کردر سرور کردر کردر کردر کردر کردر کردر کردر ک	
53	) , 0 × 0× 0× 0 × 0 × 0 × 0 × 0 × 0 × 0 ×	AS-2023-37
	מים כר נים מיליבים בים בים בים בים בים בים בים בים בים	710 2023 37
	2 10 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	
54	מים יש מים	AS-2023-38
<i>5</i> 1	יים אל מיים מיים מיים מיים מיים מיים מיים מיי	110 2023 30
	وُّــــُوْلَ بَرْصُوْ	
	وَمَاوُعِ اللَّهُ عَلَيْهِ مِنْ اللَّهُ عَلَيْهُ اللَّهِ عَلَيْهُ اللَّهِ عَلَيْهُ اللَّهُ مِنْ اللَّهُ عَلَيْ	
55	عَرِيْ وَكُونِ مِنْ الْمُؤْرِّ الْمُؤْرِدِ الْمُؤْرِدِ الْمُؤْرِّ الْمُؤْرِّ الْمُؤْرِّ الْمُؤْرِدِ الْمُؤْرِ	AS-2023-39
	" ﴿ إِذْ رُسُ عَبِيْ وَ رُسِعِ وَسُرَعُ " كَانَ اللهُ عَلَى كُمُ مِرْسُ رُرُبُ وَرُسُو وَسُولُو وَالْسَامُوسُ	
57	کرو بخش کرو	AS-2023-40
	ر الر تور توران الرواد و من ما ما ما در الرود و من ما ما ما من من ما ما من من من من م	
57	2	AS-2023-41
57	و د د د د د د د د د د د د د د د د د د د	AS-2023-42
	ת מי ה ה מי ה מי ה מי ה ה מי ה מי ה מי ה	
58	ر د د د د د د د د د د د د د د د د د د د	AS-2023-43
<i>5</i> 0	۱۱۵ و ۱۱ و ۱ و ۱۱ و ۱ و ۱۱ و ۱ و ۱۱ و ۱ و ۱۱ و ۱ و ۱ و ۱۱ و ۱	AC 2022 44
58	0220 1 2 1 0 1 0 0 0 0 0 0 0 0 0 0 0 0 0	AS 2023 45
61	973/10 1 × 01 100 PXVX9 2 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	AS-2023-45
	وربرسوری قام فروس سورگرگ	
를 <sup>i</sup> f		

	۵۰، ۵۰، ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰ ۵۰	
61	وَرِسْ مِرْتُ الْأَرِدِ الرَّسْعَ عَدَ وَ سَوْرِشْ شَا وَرَشْ وَمِنْ وَمُرْسُونُ الْأَرْسُ عِلْمَ وَمُرْسُونُ الْأَنْ	AS-2023-46
	. (	
61	وُرَوْجٍ دُوْ دِرْدِ مِرْدِ بِرِدْرِدِدْ، سَوْرِسْرَ دُرُونْ خَالْدِيْ دُلِيْ الْمُذَا وَالْمُوجِ وَ الْمُذَا	AS-2023-47
01	ם מם ייינים משם מס ייינים מייינים ביינים בי	110 2023 17
	وَرَوْعِ دُوْ دِسْجِ سِرِدَرِسْءِ، سَرِيْرِ دُنْ عَاسِرَةٍ عِدَّاءٍ وَجُوْدُ دِسْ رَوْدِوْعُ	
61	يخاص المار الماء كالرسوء عِ وَجَدُ رِسْ مُؤْرِدُهُ كَاللَّهُ الْمَارِّرِ الْحَجْوَةِ رَبْقُ سَوْرِيْنَ	AS-2023-48
	رِيْ مُورِدُجُ مُحْسِرُجُ " مُنْ رُمُورُورُ دُورُ رُورُورُ دُورُ رُورُورُ دُورُ رُدِرُ وَرُورُ دُورُ	
62	ייני אייני של אייני של אייני	AS-2023-49



#### ارسرو برسوم بارسور و سرسرور سرسروس : UC-2023-01 - UC-2023-01

# 2023 وَسَرُ دَرَيْدُي وَمُرْجُ الْمُصَارِّرُ وِسْمُ عُلَى وَسُمْنِيْرِ. (17 يَ سَرَوَبِر 2023 وَرِ 2023-01 برؤرو رسر وساندوور

وَّسْمَا مُرُوسٌ مُّعِرِدُ: 15 وَّعِرْمُهُ 2023 | يَوْسًا: 320

مَرِوَكِيْنَ وَمِدْ وَفَرَدُوهُمَا وَمُورِيْنَ وَمُرَاءً وَمِدَ 2022 وَمَرَ دُرَيْرَة وُومِرَ عَبِرُونَ وَمِرَوَكُور مُ اللَّهُ وَرُورُ مُرِوَدُورٌ مُرِوَدُونَ وَسُعُرُ مُورِ مُدَى لَا عُرْمُولُورُ لِمُ اللَّهُ اللَّهُ اللَّهُ وَمُولِوَدُورُ مُعْرِوَمُو فَ عُرِيمُو غُرْسُوى وَصِيْ \$ 01 وَصَاعِدُونُ سِرِسْرُومُو.

# בנפר ארש צ צור היתפת מש 2023 وَسَرَ دَرَيْرَوَدِ وَسَوْطِهِ وَبِرِوَيْرِشُو وَسِهُ 1 (خَسَرَوَير 2023)

#### وْمَرْجِ دُوْ دُمِعْ

#### الم الم الم المراد الم

سرُسرُ	عربروند سرسرة ند	#
" אר מינים האתר האתר האתר	000080542	4
ر برسر گار ر برسر گارسوچ	000080556	5

يىزىنژ	عُرِيرِ وَيْرُ سَرَسْرُهُ يُرْ	#
יאיש קי"ו ה'ק	000047170	1
برُرِ حَمَّهُ بُرْسُرِ سُرُ	000029062	2
بررسوم سنوير	000080591	3

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سرُسِرُ	عربرونثر سرسرة نثر	#
من المراد المراد	000072130	2

( ,	( 700 00) 63000 0300 0300		
	سترَسْرُ	عربروكر سرسره كر	#
	بررسور ورسور	000072305	1

## مُؤْوَّرُسُوْ مُعْ رِبْعُ مِنْ مُرَوْعُ وَسُوْدُوعِ ( وَوَ مُورُبُ

سترَيْر	عربروتر سرسرة ثر	#
2,000	000053481	1

#### مُدُوسُ الله الله الله مُرَدُونُ وَاللهُ اللهُ ا

		سرَيْر	عُرِيرِ وَيُرْ سَرَيْرُهُ يُرْ	#
صرم برير	ئے ہِ گر	303 211	000077857	1

#### 

سرُسْرُ	عربروتر سربوه ثر	#
وردو تر شوقر درو قر	000019549	1

# ا وُرِّدُ دِيرٌ وَرِهُ مَرْدِ دِينٌ دِيرُوْدُ سَائِرٌ سَمِوسَتُ (وَوْ نَاوُورُتُ)

سرکسر	فريرونر سرسرة نر	#
اً رو رود گرمور مر رسوم	000008749	1



#### בעלפ הצ הצותש שאות

#### دُوْسُونَ الْمُعْ وَمُعْ دِيمْ دُوْدُونِ الْمُعْدِدُ (لَا وَدُورُونِ الْمُورُونِ

سرَسْر	عربرونر سرسره نر	#
سرِّ وَدُّ بِرُهُ وَرَاللَّهُ	000045795	4
10, 0, 0, 0, 0, 0, 0, 0, 0, 0, 0, 0, 0, 0	000068657	5

سرَيْر	عربرونز سرسره نز	#			
? ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '	000077450	1			
ב' אחר א ב'ל	000079205	2			
بررسكون ورسك	000078876	3			

#### وُسْعَ بِهِ مُعْدِدُ مُعْدُرُ مُورِدُ مُورُكُمْ (وَوْ مُورُكُمْ)

سرَسْر	عربروكر سرسره كر	#	
بُرُهُ قُرَاللَّهُ الرُّوسِ بُرُورٍ بُرُسُورُ	000004426	1	

# وْمَاوْجِ دِرْوْ دِرْمُ مِرْدُمِرْدُى سَادِرْتُ دُرْوْ عَالَمُونِي

#### المع ورمع و بدر موروع عرس مورو عرس و مرسود مورد مورد

سرُسرُ	فرُيرِ وَبُرْ سَرُسْرُهُ يُرْ	#
رساور در المراس	000077138	1

#### הוצית של שש בעל הת התונב שלת שעת בש (תפל על בין

سرَيْر	عربروكر سرسره ير	#
وَبُرُووْ وَ عُرِيرٌ سُمْ وَدِرِ	000075458	1

#### فَكُونُم مُوْ مِسْرُودُ مُنْسُ عَاسَرُوعٍ (وَوَ مَوْرُفُ)

ستركير	عربوك شرشرة ثر	#
برُه قرالله معمر بر برم	000069485	2

(-300 90) ESSUE 5- 0354 34 5950				
سرکنگر	عربروكة سرسرة	#		
0 1 2101 21013 5,400 0 100 100 100 100 100 100 100 100 10	000059303	1		

#### (בְּלֵי הֵנֶ הُתַשִּׁה הִית הُעשׁים בּלֹי בְּלֵיה (בֹּלְ עְבָּלָה הִינִ (בֹּלְ עִבְּנְה בְּלִית (בֹּלְ עִבְּנְה

<i>ה</i> צ'ה מ	2/2/20 20 20 20 20 20 20 20 20 20 20 20 20 2	#
رُجِورُهُ مِنْ وُرُّ بِرِبُ	000037024	1

#### فَكُونِدِ مِنْ مِنْ دِرْمُعَدِ سَدِيرِتُ (وَرُ مِنْ دُرُبُ

	فريروير سرسره	#
הארשת באחבים	000040109	1

# ورو المرور مروم و المروم و الم

# شَعْ دِنْعُ 3 دِسْ سَوِسَهِ دُمَعْ شَعْ (دُوْ سَوْدُ)

שקינוק	2/2/20 20 20 20 20 20 20 20 20 20 20 20 20 2	#		
برر سور مي مي ال	000010032	1		



سَرُبيرٌ	عُرِيرِ وَيْرُ سَرَسْرُهُ يُرُ	#	سَرَبيْر	عربرونر سرسرة نر	#
2 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6 6	000077637	3	و را در	000053411	1
			وْبُرُووُوْ رُبِّعِ شَ سَوْرِوْ	000075360	2

# ל בינים הל שאת התב ל

## مُدُوسُونُ سُعْ دِنْ مُر سُمِدُ مُدُدُ وَ (دُو نَوْدُ ا

	~	
سرَسْر	عربروكر سرسره	#
944 36023	000078786	1

#### المرود مدر ساعد مدرة و (دو روز

				_	_	_
<i>ייל</i> יית	<i>وُبِهِ وَبُو</i> سَرُسُوهُ يُر	#	سرَسْر	سرُسْرُهُ بَرُ	حَرْمِوْ فَدْ	#
رُّوْسِرُهُ رَبِّ	000034933	2	مُرْدُوْرُ مُعِيْدُ رُسُمْرِيْرُ	00007	2979	1

## فَكُونِد مِرْدُ سَائِدُ مُرْدُ وَ حَدْرَبُ (وَوْ رُودُ رُدُدُ )

سرَسْر	عربروكر سرشره بر	#	
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#### מצי היים מישים שינים שינים

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سرَسْر	عرَبِرِ وَبُرْ سَرُسْرُهُ بُرُ	#
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#### שמע הצי התתנהת

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سرُسْر	عربرونز سرسره نر	#	سرَسْر	عربه وكثر سرسرة ثر	#
ב אחל אל אל אל של של	000078119	2	0 %0 %03 2/xe/ 22 %	000078116	1

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عربروتر سرسرة ثر	#	مُرْبِرُوْنْدُ سَرَيْرُوْنَانْدُ سَرَيْرُ	#
000078228	5	000078397 يوۋىر برسەدرو	1
000078673	6	000077540 ڳُردِ ڪَوَمَيُ سَرَدِيُّرُ رَبُّووَ مُر	2
000078221	7	000077573 رَبِّعِ وْرَدُوْوَرْ	3
000078427	8	000078195 گُرِهِدَتْ هُ دَوْقًر	4
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رُوسُ وَرِيْ رُومُ	000078019	1

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سَرُسْرُ	ב'ת פ' ה' ה' ה' ה'	#
200 27	000050525	10
مورد مورد	000068688	11
سوورس سور تر	000069341	12
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برر سنونی سر سنه	000059176	14
برسرَّ مَرْ سَنُومْر	000050876	15
2,0,2 	000021181	16
ר אר אם אם בנו אר ב קשתה השבנה איקב	000060066	17

א ב פיתורים ב ב בפל היית ית מריית ב (כפ מכ בריי)				
عربمرؤثر سرسرة ثر	#			
000031758	1			
000064966	2			
000026550	3			
000069178	4			
000066679	5			
000066532	6			
000067144	7			
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سَرُسْرُ	عربروكر سرسرة ثر	#
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زُّ بِحِرْثُ مُّ سُومً	000025848	6

سرُسْرُ	عُرِيرِ وَيْرُ سَرَسْرُهُ يُرُ	#
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عَوْمُ رُسُورِ اللهِ	000061116	3

سركيتر	عُرْمِرُوَكُمْ سَرَسْرُهُ ثَرُ	#
رُّهِ وَهُ بِرِسْهُ وَ بَرُودَةً	000057134	2

הג פיתושו ג געב הית ית יתיאישית ב (פית ב עב גשים)			
	ىترىثر	عُرِيرِوَيْرُ سَرَسْرُهُ يُرُ	#
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#### فالمحوكد المرق الركوسوري (ويو الأوكوب)

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سرَبرْ	عربروكر سريرة ثر	#
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# سُوْرِنُو 4 رِيْر وَرُيْرِيْ سَوَيْر سَوَيْ - وَعُيْرَتْ (دُوْ رُدُورْتُ)

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سَرَيْرُ	عربرونر سرشرة نر	#		سرَبير	عُرِمِ وَثَرْ سَرَشْ هُ ثَرْ	#
رُّرِ سَوْمَ سَوْدِيرً	000077463	2		عرفه شفو و معرد	000070520	1

# سَعْ رِنْ 4 رِيْرُ وَرُيْنَ مَنْ سَعَ رِعْ - رِدُوْسِ عِنْ مَعْ يُرِدُ (وَوْ نَاوُوَسُ)



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			ىترىثر	عربروكر سرسرة	#
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ينزيز	عربرونر سريوه نر	#	ربروَيْر سَرَيْرَة يُر	<b>;</b> #
وَرُرُووْ مُ رِسْ رِسْوَرِبِرِ	000074192	3	000069069 رُّحِيرَثُو بَرُسُرِيْرُ بَرُسُوِيْرُ	1
			000070285 سريخ ساقي شاهر ساقوسرً	2

وْنَاوْعِ أَرُوْهُ سَرِسْسَ أَمْرِ مَرِنِي الْدُالِيَّةُ وَوْ وَرُوْسُوْ وَسَالِمِيْ الْمُلْ الْمُعْ مُلْمُ وَوْ وَرُوْسُوْ وَسَالِمِيْ 2023-02

وَّ مُنْ مُوْمَرُ مُّ مِرْدُ: 15 خُيرِنْمُ 2023 | خُوسًا: 320

#### MEMORANDUM OF UNDERSTANDING

#### **BETWEEN**

# FACULTY OF HEALTH SCIENCES (THE MALDIVES NATIONAL UNIVERSITY) AND

#### INDIRA GANDHI MEMORIAL HOSPITAL

This **Memorandum of Understanding** (hereinafter referred to as MoU) is made on ...... between **FACULTY OF HEALTH SCIENCES**, The Maldives National University (MNU) (hereinafter referred to as "FHS, MNU") and **INDIRA GANDHI MEMORIAL HOSPITAL** (hereinafter referred to as "IGMH"),

Hereinafter referred to singularly as "the Party" and collectively as "the Parties".

In consideration of discussions between the Parties and mutual promises and conditions in this MoU, the Parties agree as follows:

#### **ARTICLE I: OBJECTIVE**

The Parties, subject to the terms of this MoU and the laws, rules, regulations and national policies from time to time in force in the country, will endeavor to strengthen, promote and develop cooperation between the Parties based on equality and mutual benefit.

#### ARTICLE 2: PURPOSE AND SCOPE

The purpose of this MoU is to provide opportunities for students of FHS to accomplish their clinical placement requirements of the courses listed in *Appendix 1* in the facilities of IGMH. Clinical placement is an essential component in the curricula of allied health courses offered by This real-life practical experience provides a vital opportunity for students to realize the connection between theory and practice. Students get first-hand experience in relation to patients because diagnostic, therapeutic, restorative, rehabilitative and preventive health care in general rates, specialty and super specialty areas.

#### **ARTICLE 3: AREAS OF CO-OPERATION**

Each Party will, subject to the laws, rules, regulations and national policies from time to time in force governing the subject matter, co-operate in a manner which will support, develop and act as a stimulus for a wide range of collaborative activities including but not restricted to the Articles 4 and 5 of this MoU.

#### **ARTICLE 4: OBLIGATIONS OF FHS, MNU:**

- 4.1. Be responsible for overall administration of the clinical placement.
- 4.2. Provide up-to-date contact details of FHS clinical supervisors and course coordinators for student-related issues.
- 4.3. Conduct a pre-clinical orientation for students in FHS.
- 4.4. Ensure that students
  - Are provided with Guidelines for Students in Clinical Placement (Appendix 2).
  - Are provided with MNU student's General Rules and Guidelines (Appendix 3).
  - Abide by these guidelines.
  - Meet the pre-clinical requirements before placement (e.g., vaccination status and first aid trainings).
  - Are aware of crucial legal requirements such as filling consent forms properly for each patient prior to any examination. IGMH will provide the form only.
- 4.5. Send all relevant placements details annually, at least 1 (one) month prior to the beginning of the posting, including:
  - Clinical placement dates and duration of placements, including students' working hours
  - Tentative number of students
  - Clinical specialty preferences
  - Student and Ward/Department Allocation
  - Clinical learning objectives
  - Student attendance sheets.
- 4.6. Arrange for students' assessments and provide IGMH with:
  - Clinical assessment dates and schedules
  - Request for conduct of clinical examinations
  - List of clinical examiners
  - Clinical Assessment Tools for mentors to complete
  - Dates students will be attending an orientation day
- 4.7. Provide training for Clinical Educators (CE) and ensure that they are given a copy of Responsibilities of the CE in Supervising the FHS Students (Appendix 4).
- 4.8. Designate its own lecturers for the supervision of students' clinical practice activities.
- Ensure that the FHS lecturers follow the Responsibilities of the Clinical Supervisor Appendix 5).
- 10. Complete a checklist to ensure that all relevant information has been communicated and

- 4.11. Provide on request from IGMH
  - FHS facilities such as class rooms, halls, lab and library, for the use of IGMH in accordance with established procedures.
  - Expert / technical support and facilitate in-service and continuing education programs, and other clinical programs.
- 4.12. Pay the placement institution, the costs as detailed in Article 6 of this MoU within no more than 30 (thirty) days from date of receipt of invoice.

#### **ARTICLE 5: OBLIGATIONS OF IGMH:**

- 5.1. Allow the use of facilities of IGMH, including all specialty and super-specialty areas for the purpose of teaching and training of students who require clinical experience during their training period.
- 5.2. Facilitate clinical placement, mentoring and assessment for students from FHS, in all facilities of IGMH.
- 5.3. Co-operate with FHS for facilitating teaching and learning activities related to achieving the clinical objectives of the training.
- 5.4. Provide up to date contact details of a coordinator for clinical placement issues.
- 5.5. Provide an appropriate place/room for lecturers of FHS doing clinical supervision of students.
- 5.6. Ensure relevant departments receive placement-related information.
- 5.7. Ensure clinical educators are allocated for students from each placement area prior to the commencement of clinical placement.
- 5.8. Confirm the following details annually, at least 1 (one) month prior to the commencement date of each batch:
  - Number of allocated student placements
  - Allocated specialties for each placement
  - Dates and duration of each placement.
  - Availability of space for clinical examination
- 5.9. Provide students with
  - Entry identification card of IGMH for students
  - Expectations of IGMH from students
  - Students' daily roster for the duration of their placement
- 5.10. Ensure that the following are carried out in the ward or area of clinical placement:
  - Individual student rosters from each allocated ward are communicated to the students.
  - Students are introduced to clinical educators.
  - First day information and orientation are carried out for students.
  - All procedures are undertaken under supervision of the clinical educators at all times.
  - Students are informed about the Department/Ward's expectations of students.
  - Where necessary, provide clinical samples on a regular basis for practical purposes.

5.11. Inform about misconduct and breaches of good practice immediately to the coordinators in EHS and in writing.

5.12 Take all measures and precautions to prevent abuse/harm to the student.

#### **ARTICLE 6: FINANCIAL LIABILITY**

The Parties agree to the following;

- 6.1 Cost per student per shift (MVR) 60
- 6.2 Mentor allowance per day (MVR) 150

#### **ARTICLE 7: MUTUAL TERMS AND CONDITIONS**

#### 7.1. Duration of Agreement:

This agreement shall commence with the signing of the MoU and shall be considered renewed from academic year to academic year unless either institution seeks to terminate this agreement.

#### 7.2. Termination of Agreement:

FHS, MNU and/or IGMH may terminate this agreement, by giving the other institution written notice of six months prior to the effective date thereof. The reason(s) for termination shall be clearly written, communicated and fully understood by both institutions.

#### 7.3. Modification of Agreement:

All modifications, waivers, or alterations to this MoU must be approved in writing by both institutions.

#### 7.4. Interpretation of the Agreement:

This agreement shall be governed by the relevant laws of the Republic of Maldives.

#### 7.5. Entire Agreement:

This agreement represents the complete understanding between the FHS, MNU and IGMH. It shall supersede prior oral or written understandings and promises relating to this subject matter.

#### 7.6. **Dispute Resolution**:

The Parties agree that they shall endeavor to resolve any dispute with respect to this MoU amicably and in good faith within 15 (fifteen) days of a notice of dispute being served by one Party on the other Party in respect of that dispute.

#### **ARTICLE 8: PRIVACY STATEMENTS**

This MoU is a private and confidential agreement between the two institutions. No parts of this agreement should be publicized or reproduced without written agreement of both institutions except when required by Law

#### ARTICLE 9: CONTACT DETAILS

Contact details of FHS, MNU: Faculty of Health Sciences

The Maldives National University

Han'dhuvaree Hingun Male' 20318, Maldives Tel: +9603346500

Email: fhs@mnu.edu.mv

Indira Gandhi Memorial Hospital Kan'baa Aisaarani Hin'gun, Male' 20402, Maldives



Telephone: (960) 3335211 E-mail: info@igmh.gov.mv

#### **ARTICLE 10: AUTHORIZATION**

agreed to the terms and conditions of	this MoU as se	athorized thereto, have read, understood and et forth herein and have signed this MOU in in the year 2022, in English as original
texts.	date	in the year 2023, in English as original
Signature:		Signature:
Dr Mohamed Shareef		Ibrahim Saleem
Vice Chancellor	Ch	ief Executive Officer
Witness 1		Witness 2
Signature:		Signature:
Dr. Aishath Shanoora		Dr. Ali Nazeem
Dean, Faculty of Health Sciences		Dean, National Health Care Academy

UC وَمَارُعِ مِنْ وَسُومِ مُمَانَ عَبِيهُ الْمِعَ مُمَانَ وَلَا مُرَادَ وَوَا مُمَانَ وَوَّ اللهِ اله

رِّ مِنْ مُرْوَسْرُ مُرْمِرْ<sup>2</sup>: 15 حُرِمِهُمْ 2023 | يَرْطُّ: 320

رُرُوع کُرُدُ کُرِهِ کُرِم کُرُون کُرِم کُرُدُ کُرِم کُرُدُ کُرِدِ کُرِم کُرُدُ کُرُدُ کُرُدُ کُرُدُ کُرُدُ کُ وُرُوع کُرُدُ کُرِم کُرِم کُرِم کُرُم کُرُم کُرِم کُرُم کُرِم کُرِم کُرِم کُرِم کُرِم کُرِم کُرِم کُرِم کُرِم وُستر مُرِمُر سِرِمْور کُرُون

#### COLLABORATIVE PROGRAM AGREEMENT BETWEEN

# FACULTY OF HOSPITALITY & TOURISM STUDIES (THE MALDIVES NATIONAL UNIVERSITY)

**AND** 

# SONEVA MALDIVES (SONEVA FUSHI RESORT MALDIVES & SONEVA JANI RESORT MALDIVES)

This Collaborative Agreement - Memorandum of Understanding (hereinafter referred to as MoU) is made on the 01<sup>st</sup> of March 2023 by and between FACULTY OF HOSPITALITY AND TOURISM STUDIES, The Maldives National University (MNU) (hereinafter referred to as SONEVA JANI RESORT MALDIVES) (hereinafter referred to as "SONEVA JANI RESORT MALDIVES) (hereinafter referred to as "SONEVA JADIVES").

Herein after referred to singularly as "the Party" and collectively as "the Parties".

In consideration of discussions between the Parties and mutual promises and conditions in this MoU, the Parties agree as follows:

#### **ARTICLE I: OBJECTIVE**

The Parties, subject to the terms of this MoU and the laws, rules, regulations and national policies from time to time in force in the country, will endeavour to strengthen, promote and develop cooperation between the Parties based on equality and mutual benefit with the intention to effectively implement nation-building strategies that encompass:

- o utilizing advanced science and technology and tapping the country's talent pool
- o speeding up the fostering of a new generation of applied highly-skilled talents
- developing and nurturing a pool of learned young adults with a strong sense of practicality, good hands-on skills and high level of organizational and business setting awareness and familiarity.

#### ARTICLE 2: AREAS OF CO-OPERATION

Each Party will, subject to the laws, rules, regulations and national policies from time to time in force governing the subject matter, co-operate in a manner which will support, develop and act as a stimulus for a wide range of collaborative activities including but not restricted to:

#### **Obligations of SONEVA MALDIVES:**

- i. Discuss and come to a consensus with FHTS on the type of students to be involved in this programme, the exact number of students and the manner of involvement.
- ii. Provide FHTS, the enterprise's human resources structure, position description, and the knowledge and skill levels for each position requirement;
- iii. Assist FHTS to make the teaching plan and teaching outline.
- iv. Formulate a concise internship training plan and see to the necessary procedures and arrangements, which includes preparing the training grounds, providing the necessary equipment and materials, working together to aid the trainee in developing a sense of practicality and exhibiting work professionalism while on the job;
- v. Provide an experienced employee with the technical expertise to the trainees and assess the trainee's internship performance based on fair judgment and evaluation;
- vi. Recommend suitable technical personnel or management personnel to attend the theory lessons, internship coaching sessions and activities for creating training materials and educational courses organized by FHTS;
- vii. Offer employment opportunities to trainees based on their internship performance and other related factors associated to evaluation of the trainee's performance; and,
- viii. Provide an opportunity for a FHTS academic staff to take part in a pseudo internship training programmed at SONEVA MALDIVES's premises.

#### **Obligations of FHTS, MNU:**

- i. Formulate a training programme and a course outline based on RAM's organizational and development needs;
- ii. Validate a fixed internship period of 6-months and finalize the external training period, training scope, number of students to be involved and training requirements;
- iii. Take initiative to contact SONEVA MALDIVES and assist SONEVA MALDIVES in preparing the exact training programme and making the necessary arrangements to cater for a total of 10 or more interns at a time from both the resorts.

Assign a focal point for the internship period for supervising, mentoring, and educating the trainee on SONEVA MALDIVES' organisational policies, procedures, code of conduct and preactively assisting SONEVA MALDIVES in solving any problems related to the internship;

- v. Assist in the training of management personnel, professional technical employees and transfer personnel of SONEVA MALDIVES; and
- vi. Nurture trainees that are desired by SONEVA MALDIVES to attend the theory lessons, internship coaching sessions, activities for preparing training materials and educational courses organized by FHTS.

#### **ARTICLE 3: FINANCIAL ARRANGEMENTS**

The Parties will pay all of their own costs related to the intentions and terms of this MOU, except as otherwise stated in any subsequent project agreement between the Parties.

#### ARTICLE 4: EFFECT OF MEMORANDUM OF UNDERSTANDING

This MOU only serves as a record of the Parties' intentions and does not constitute or create, and is not intended to represent or create, obligations under domestic or international law and will not give rise to any legal process and will not be deemed to constitute or form any legally binding or enforceable obligations, express or implied.

#### **ARTICLE 5: NO AGENCY**

Nothing contained herein is construed so as to constitute a joint venture partnership or formal business organization of any kind between the Parties or so to represent either Party as the agent of the other.

#### ARTICLE 6: ENTRY INTO EFFECT AND DURATION

- 1. This MOU will come into effect on the date of signing and will remain in effect for a period of **TWO (2) years**. This MOU may be extended for a further period as may be agreed in writing by the Parties.
- 2. Either Party may terminate this MOU by giving written notice to the other at least ONE (1) month prior to the proposed date of termination.

#### ARTICLE 7: PROTECTION OF INTELLECTUAL PROPERTY RIGHTS

- 1. All rights, title and interest in copyright and other intellectual property rights and all other material supplied by one Party to the other shall, together with any improvements or modifications at all times remain vested with the supplying Party or original owner.
- 2. Neither Party may gain any right or interest in the other Party's name and logo or the goodwill associated with them, and neither Party may permit any third party to use the other Party's name and logo.

#### **ARTICLE 8: SETTLEMENT OF DISPUTES**

In the event of any dispute emerging, the Parties shall make the best efforts to solve the problem amicably and promptly between themselves.

#### **ARTICLE 9: CONFIDENTIALITY**

- 1. Each Party shall undertake to observe the confidentiality and secrecy of document, information and other data received from or supplied to, the other Party during the period of the implementation of this MOU or any additional agreement made according to this MOU.
- 2. For the purpose of Article 2, such information and data include any document, information and data which is disclosed by a Party (the Disclosing Party) to the other Party (the Receiving Party) prior to, or after, the execution of this MOU, involving academic, research, technical, business, marketing, policy, know-how, planning, project management and other documents, information, data and/or solutions in any form, including but not limited to any material, information or data which is designated in writing to be confidential or by its nature intended

- to be for the knowledge of the Receiving Party or if orally given, is given in the circumstances of confidence.
- 3. Both Parties agree that the provisions of confidentiality of this Article shall continue to be binding between the Parties notwithstanding the termination of this MOU.

#### **ARTICLE 11: SUSPENSION**

Each Party reserves the right for reasons of national security, national interest, public order, and public health to suspend temporarily, either in whole or in part, the implementation of this MOU which suspension shall take effect immediately after notification has been given to the other Party.

#### **ARTICLE 12 - VARIATION**

The terms stipulated in this MOU shall not be amended, altered, changed or otherwise modified without the mutual consent of the Parties and such amendments, alterations, changes and modifications shall be made in writing and signed by the Parties hereto.

**IN WITNESS, WHEREOF**, the undersigned duly authorized there to, have signed this MOU in duplicate in Malé, Maldives on 26<sup>th</sup> of August in the year 2021, in English as original texts.

Authorized signature of: THE MALDIVES NATIONAL UNIVERSITY	Authorized signature of: SONEVA MALDIVES
Dr. Mohamed Shareef Vice Chancellor	Mr. Pjey Mayandi General Manager Soneva Fushi Resort Maldives
Signature:	Signature:
	Mr. Eddie Teh General Manager Soneva Jani Resort Maldives
	Signature:
SIGNATURE OF WITNESS	SIGNATURE OF WITNESSES
Zeenath Solih Dean, FHTS	(NAME) Soneva Fushi Resort Maldives
Signature:	Signature:
	(NAME) Soneva Jani Resort Maldives
	Signature:



# 2023-04 وَمُرْجَدُ مِمْتُرُ مِرْسُمُعُ 02 وَمُسْتُرُمُرُدُ.

وَّسُونَ مُرْوَسُرٌ مُّرِيرُ: 15 خُيرِمُمُ 2023 | يَ وُسِّة: 320

مُرِوَكُونُودُ مِرْدِ مِرْدُورُهُمُ مَا مُحَامِرُ رَمَرَا وَيُرَوَكُونُ مَرَدُدُ وَوَمَرَ عُمِرُودُمِ مِدُونُ وَمِرَوَكُونُ مُسْاؤُور دُورُدُ وَمِرْوَرُونُ وَسِي اللَّهِ مِنْ مِنْ مِنْ اللَّهِ عَلَيْهُمُ لَا مِنْ اللَّهُ مُنْ اللَّهُ وَمُورُورُونُ مُعرَوُمو عُرَمُوكُمُوكُ وَصُفْعُ 02 وُصَالْمُوكُمُ سِسُومُوكُ.

# ב פראחשם צור התפת -2023 وَسَرُ مُرَثِّرُومِ وَرَسُوْسِرُو وَمِيوَثُرِسُودُ وِسَاعٌ 2 (وُوْمُرُوبِ 2023)

# وْسَرُوعٍ مُرْدُ مُرُوعٍ

#### المع وراع 3 مِسْ مُرَفِ وُسُودُوع (وَوُ رَوْدُورُهُ)

سرَيْرْ	عربروكر سرسرة ثر	#
برسور بردع برسور بردع	000045416	1

#### مرد وسرساء سمع ورع مرس مرد مرد و و (در روز مرد ورد)

	· ·						- 5 -	
ىترنىر	عربروكر سرشرة تر	#				ىترىثر	عُرِيرِ وَكُنْ سَرَسْرُهُ كُنْ	#
الروسرة سرتيرتر	000077403	3			نر	32.2 1.5.5	000062427	1
					٥	برُدُوً رِجْرِيرٍ	000077597	2

#### مُدُوُّسُونَ اللَّهُ وَمُنْ مُنُونُ وَسُرُونُ وَمُرْدُونُ (مِرْدُ مُرُدُرُ مُرْدُرُ مُرْدُرُ مُنْ وَرُبُ

سرُسْر	عربه وكثر سرسرة ثر	#	سرُسُرُ	فريرونر بزيرة ثر	#
زُجِورُهُ سِرُ	000078701	2	ת תכית במחבק	000079020	1

# ا دُود بر ورهن برس درون درود من المروب المروب (ور مروز المروب)

سترَيثر	فرمرونز مزشرة ثر	#	يزير	مُرِوَيْرُ سَرَسُوهَ يُرْ	#
رُّوسَرُهُ رَبِرٍ	000049197	2	برر حمق سررة	000003566	1

#### وْرُوع مَرْوْ مُعْمَرُ مُعْمِرُ

## مع وسراع ساع وسع مر مع مديم الما مراد دورور سادور الما مدير ما مع وسع

 •				
		سرَيْر	عربروكر سرشرة ثر	#
35013	ه کرکرسگر	رُّ ج <i>ود</i> ُ	000076277	1

#### وسع مرود دورسم (ور مورد)

anna anna	سرُسرُ	عربروكر سرسره تر	#	ייק'ייק	عربروتر سرسرة	#	
The state of the s	2/2 10/	000065993	2	מני מי	000039052	1	

## נים דב הת התקשת העת ב התקש התי ש שעת ב

# سَاعُ وَمَاعُ 3 مِسْ وَوْرِيسْ دَمْنَ سَمِعُ وَعُرُ (رَمُورْ مَاوْرُ مَا

سرُسُر	فرُيرِ وَيُرْ سَرَيْرُهُ يُرْ	#	مَرْدِوْثْر سَرَشْرَوْثْر سَرَشْر	#
3,000	000080804	3	000053915 رُبَّ مُرْسَّةُ وُرُورٍ	1
رُهُ وُراللَّهُ مُعْمَرُ وُرُورِسْر	000013374	4	000080805 ﴿ وَرُدُونَ رِفْدًرِدُ	2

## وْمَاوُعِ مِرْدُ رُومْ سَمِرْسَتُ

## دُوْرُونُ مُوْرُبُ مُورُدُ مُرْدُرُ مُرْدُرُ مُرْدُرُ مُورُدُ مُورُدُ مُورُدُ مُورُدُ مُورُدُ مُ

	سرَيْر	عربرؤثر سربيرة ثر	#
زُ رُدُورُرُرُ	برنح وٍ	000062732	1

#### دُوْ وَرُو مُورُ وَمُ وَمُورُ مِنْ وَمُورُ مِنْ وَوَرُ مُورُ وَمُورُ مِنْ وَرُدُ مُورُدُ مُنْ

	عربوقتر سربيرة ثر	#
برر سور مي مرور بريو	000069414	4
سورگر گرگر	000076049	5

و مربع و مربع المربع ال					
0 "0 "7" 7" X & J J J Y	000066517	1			
برر شور المراجعة المرسود المراجعة	000074492	2			
" אין	000069413	3			

#### مُدُوُّسُونَ سُعْ دِنْ مِنْ وَمُرْدُمِ رُومْ نَدُم (وَوْ نَاوُرُ

	ىترىثر	عربروكر سرسره كر	#
ارسور	ىتر سىگوبرگ	000073622	1

## عِ وُوْدُ رِسْ وُمِدُ ﴿ رِمُوْمُ مُودُكِ

· · · · · · · · · · · · · · · · · · ·	•	_
سرَيْر	عربروكر سريره ثر	#
ر بر المرسر و مشوی بر ساور سر	000043540	1

#### فَيْ وَمُ مَرِي سَوِيدِ فِي (وَمُو مَرْوَرُسُ)

	•	
سرَيْرْ	عُرِيرِوَيْرُ سَرُسْرُهُ يُرُ	#
سُرُ سُوْمٌ بُرُسُوسٌ وُسِرِيْ	000029328	1

## وْرُوْم وْرْ رْسْرِوْمِ وْرْدْ قْرْدُو مْوْدْ وْرْدْ

# ان وَنُو اللهُ مَا مُوسَرَير دُيرَاتُ (وَنُو الْوَدُو)

بىر ئىر	فريروكر سرسره كر	#
יל אר אל איל איל איל איל איל איל איל איל איל	000078797	2

	, ,	_
سرَيْر	عربروكر سريره كر	#
رُّدِ سَرُمُ رِوُّسُ رَهُ ثِرَاللَّهُ	000065173	1

## سَعْ وِنَعْ 3 مِسْ يُعِسَمِ (دُوْ نَوْدُوْ)

سرَسْر	عرُيمُ وَيُرْ سَرُسُونَ يُرْ	#
رُوع دُوس الرسود المساور المساور	000078238	1



#### مُدُوسُ فَ مُعْ وَمُعْ مِسْ حُدِيمِ عِلَمْ عَلَيْ عَلَيْ وَرُو مُورُدُ

سرَبير	فريمروكثر سرشرة ثر	#	تربيرة ثر بتريين بتريش	#
011 111 0101 231 165 2052	000070335	3	000073652 خَرْدَوْ حَدْدُوْ رَبِي	1
رُرِ سَوْدُ بَرُ سَوْدُر	000077651	4	000078508 رَرْدَكُر رَدِيثُ دِعْ رَدْ	2

#### فَكُونِدِ مِنْ دِسْعُ بِسُلِمَانِ فَيْ يَكُو دُسْعُ دُسْعُ (كُوْ مَادُيُسُ)

سرُبر و	عربروتر سرشرة ثر	#
היאר ל ארים הארב ל ארים	000064925	1

# פעלפ הל שלאה העל ל

#### رُورُ رُورُ اللهِ اللهِ اللهُ اللهُ

سرَيْرْ	عربروكر سرشرة ثر	#	مَرْمِوَهُمْ مَرَدُوْهُ لِمُ مِرْمَةُ	#
برُ وَ وَ ا	000043342	3	000067519 وْرَرُونَ رُورِهُ	1
			000079359 وُرُدُورُو رُحُقُونُا يُرْ	2

#### مَا وُسُولُ مُعْ مِنْ مِسْرُدِهُ مِنْ وَحُولُ مُعْدِدُهُ مِنْ وَمُولُ مُعْدُرُهُمْ اللَّهِ مُعْدُدُهُمْ اللَّهُ مُنْ وَمُرْتُمْ

سرَسْر	عربروكر سرسره كر	#	خربر وَثَرْ سَرَسْ وَثَرْ	#
ין 0 102010 אין 0 אי	000077080	2	000079349 وَمُرْرُو مُرَّرُ بُرُسُورُ	1

# دُوْرُسُونَ سُوْرِنَا مِنْ سَمِرُ دُسُونَ وَ (وَرُ نَاوَيُسَ)

ستريتر	عربرونر بربره نر	#	سَرُسْر	عربرؤثر سرسرة	#
بُرِ مِنْ وَ دُوْرُ مِنْهُ الْمَرْدُ مِنْهُ مِنْهُ	000077720	2	دُر سُوْمُ سُمُّرِدُ عَ رُوْ	000079119	1

# عُمْوَم دُوْ بِسَوْدِهُ سَعَابُ (دُوْ مَدْرُبُ)

سرکسر	مُرِوَكُمْ سَرَسُوهُكُمْ	#
رُر سُوْمُ وَ وُسُرً	000045353	1

# فَكُونِهِ أَذُوْ مَهُمِدُ أَمِنْ وَ - أَمْرَمُ ( وَوَ رُورُ ا

سرُسْر	عربه وتر سرسرة تر	#
אל א	000068923	1

#### دُسْعُ بر دُوْ رُبُ (دُوْ رُدُو رُدُو رُدُو (دُوْ رُدُورُبُ)

سرُبر ا	عربروتر سرسرة ثر	#
مرد مورد	000053183	1

# 

# دُهُ وُرْسُهُ مُعْ وِرَاعُ دِرْ وَمِنْ وَرَاعُ (وَوَ رَاوُورُهُ)

سرکنثر	فريرونر سرسره نر	#
3/1/2 2/2/2	000078262	1

# # وَمِرْوَنْدُ سِرَسُوهُ ثَرُ سِرَبُوهُ لِي سِرَبُوهُ لِي سِرَيْقُ لِي سِرَبُوهُ لِي سِرَبُوهُ لِي السِيمِيةِ السِيمِيةِ

وُ مُرْارُدُ وِجْمُ وُسَوْمُ	000078561	6
21012 121 2212 - 200	000072103	7

۱۰۵۰ ، ۱۵۲۵ م بره فرنزهٔ سرچه و در دو فر	000077125	2
الروسرة عالاً ويرب	000077882	3
מים 00 000 במחב שיחה הבמית	000078551	4

#### المع وسوا المع ورا من در وروع (مرور المرور ا

سترَيْر	عربروكر سرسرة	#
برُرِ سَهُمْ مُ سُرُسٌ برُسُسْ	000062750	1

#### دُوْ وُسُوعٍ مِنْ وَمُوْ مِنْ مِدُوسٌ مِنْ وَسُرَة وَسُرَة وَسُرَة وَ الْحَدُ مُورُتُ

سرُسُرُ	عربرونتر سرشرة ثر	#
0000000 10 / מארת המשת בפרק	000025213	1

# فَكُونِهِ مِدْوُ وَجُسْرُهُ (وَسِرُجُ وَسُرُعُ مُسْرُءٌ وَمُنْعِسُو) (مِمُثِرٌ مُوزُبُ

بتركثر	عربرة يُرْ سَرَيْرُهُ يُرْ	#
2/10 101 21 5253	000067466	1

#### فَكُونِهِ مَوْ رِمْوُسْ مِنْ وَسِيْ وَسِيْ وَسُوعُ (وَوْ مَاوْرُنْ)

سرَيْر	فريمرؤنر سرشرة نز	#
הייני איני איני בארב ב תוני ג'ייני	000069954	1

#### ۵۳۰ ×۵ سربرسسرد

#### 

			( Acceptance		
سترَيثر	فريمرؤنر بتريثرة نز	#	سرَيْرْ	عُرِيرِ وَيْدُ سَرَسْرُهُ يُدُ	#
رُّر مُشَوْمُ وَقُرْرُمُ	000075616	2	برُهُ قُرِ اللَّهُ سَرَحِي بُر	000076660	1

## مرة وسراع ساع ومع مرس سربرسسرد (مؤوروس مروز سا

	_			
		ىترىثر	عربروتر سرسرة ثر	#
	3)	5% 136	000078502	1

#### مرة وسراء مع وراه مرس سربرسوس و مرسور المرتز المرور الم

-	 -				
			سرُسرُ	عرَبِرِ وَبُرْ سَرُسْرُهُ بُرُ	#
		ה תיינים א תיינים	رُّجِورُ \$	000077537	1

#### ع برود مرش سربرسوس ( و و ماد برس)

		- /
سرَسْر	عُرِمُونَدُ سَرَسُرُهُ يُدُ	#
زُّهِ وَهُ سَوُّرُهُ سَوْرُهُ	000021987	1

#### ما وسراع المرود مر وا ومؤرد (ور موزا)

<i>יוצי</i> ות	عربرونثر سرشرة ثر	#
رُّهِ وَهُ بِرِسْهُ وُّ	000032658	1
ب کریس کرسکور کریس	000032909	2



	يتركنز	£ 2,000 £ 2,000 £	#
	بررسوش وسترو	000021178	3
MATION N. S. PATION N. S. P.			

#### مُنْ وُسُونْ يِنْ رُحْدُ مِسْ دِنْ وُمِرْ لِمُنْ وَمُورِدُ مِنْ وَمُورِدُ مِنْ وَيُونُ مِنْ وَيُونُ

سرَسْر	عربرونر سرسرة نر	#	# مَرِيوَهُ سَرَيْرَةَ ثِرَ السَرَيْرَةُ اللَّهِ اللَّهِ اللَّهُ اللَّهُ اللَّهُ اللَّهُ اللَّهُ اللَّهُ اللَّ	ŧ
رُوسُ وَ سَوْ	000021842	2	000029227 مَرْجِي مَرْجُو عُ رِعُرُ	

#### مَا وُسُوسُو اللهِ وَهُو مِسْ سَرَيرِ مِسْ وَوَ مُورَاتُ )

			(	, ,,,,	
بىركىر	عربروتر سرسرة تر	#	سرَ بير	عربروش سرسره شر	#
הרו המים הלית	000069749	5	ני" 0 " 0 " 0 " קיינות ניסילקור	000023603	1
برر شور سود بره وروزه	000068479	6	ה'כַ מ'כּ ב' ה'לב'ב	000072856	2
بُرْدِ مِشْوَهُ بُرُدُ	000064025	7	زُورِعٌ مُرْدُوْرُ	000056123	3
המיקנה איני איני	000064482	8	رُّهِ وَمُ وَرِرً مُصْلِيرً	000070311	4

#### הנו פיתרים ב בלל הית ית תושת ב (היתצות ההפתא היתש א

ستريثر	فريروكر سريره كر	#	يتريثر	فريروكر سرسره	#
ור ה' ב' ה' ב' א ה' ב ה' ה' ב' ה' ב' א	000039976	2	3 - 1013 " p	000058650	1

#### وُسْعَ مِد اللهُ سَرَمر سِمْ د اللهُ والرسْعَ مُن اللهُ مِنْ اللهُ مِنْ وَرُسُ اللهُ وَاللهُ مِنْ وَرُسُ

	-	
	26000 2600	#
المرودة ورسوس	000012761	1

# مرسوع وير ورسود مام دور و

#### مَعْ وَمَعْ 4 مِرْ وُرُدْرِيْ مَدُرْ سُعَادِعْ - مِعْسَرَ سُعْمِرُو (وَوْ مَوْرُبُ)

	, ,,		• -		- / - 5	_
سرَيْرْ	عُرِيرِوَيْرُ سَرَسْرُهُ يُرُ	#		سرکنگر	عربرونز سرسوه نز	#
نا پر او سرسوند	000078036	4		وُرِمْ وَرُرُووَوْ	000077479	1
بررسوم وسود ورروز	000077086	5		3 % 0 3 0 % 0 % 0 3 % 0 5 7 5 2 7 × 0 1	000077565	2
				وَرُرُووَ تُرْ سُورِهُ بِرُسْمِوْ	000077756	3

## شَعْ وَرَسْ 4 مِسْ وَرَسْرُ عَصْرُ شَعْ يَدْ - وَعُرْبُ شَعْدِ (مِرْتُرْ مَوْرُ سُ

بترَيْر	عربروكر سرشرة تر	#
है कूट के के के दीर्प	000077905	1

# المَعْ وَمِنْ 4 مِنْ وَمُنْ عَاشَ مَا عَالَى - رِدُوْسِ مِنْ عَالَى اللَّهِ مَا وَوَا مَا وَيُوا اللَّهِ اللَّ

سرَبير	عرُيمِ وَيُرْ سَرُسْ فَيْدُ	#
رُّهُودُهُ سُسْرُدِرٌ بُسُسْر	000078665	1

# النافي وروا 4 رِيل وَرَيْنَ الْمَالِ الْمَالِيَ مِنْ الْمَالِينِ اللَّهِ اللَّهُ اللَّهُ اللَّهُ اللَّهِ اللَّلَّمِ اللَّهِ الللَّهِ اللَّهِ اللَّهِ اللَّهِ اللَّهِ اللَّهِ اللَّهِ اللَّهِ الللَّهِ اللَّهِ اللَّهِ اللَّهِ

		-			
زير	عربرونتر سرسره نثر	#	ستريثر	عربروتر سرسرة تر	#
رر عور معرف معرف رصور مس	000077467	9	وَ عُرِيرُو وَرُوع بِرُهُ وَرَاللَّهُ	000077389	1
ز مَنْ دِرْجُنْر	000073916	10	رُسُو درو قر	000077574	2
يسرَّ و الرَّشِ وَ وَ الْمُؤْمِدُ وَ الْمُؤْمِدُ وَ الْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُومُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِدُ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِدُ وَالْمُؤْمِ وَالْمُوالِمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمُوالِمِ وَالْمُؤْمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمِلِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْمُوالِمِ وَالْ	000071353	11	מ"ם מ"ו מיני משיקוב חומה המבק	000077601	3
י ביתה לותית תולכם באות האלים האות האלים האות האלים האות האלים האות האלים האות האלים האותם האות	000078571	12	وَرُرُووُوْ عُرِبُ مِرْ بِرِبُ	000077492	4

9/8/2 20/5/3	000076814	13
بررسور وترسه رسوربو	000074492	14
بُرِرِ سُمُونَى كُرُرُسُ وَ يُرِيْرِ	000077909	15
وْرُدُونْ وُوِرْ وَرِسَاوُ	000076273	16

زُجِرَةُ رِدِ شُرُ رُرُفُ	000070432	5
بِسُرُ رَدُودُ	000077585	6
21/ 020/ 10/ 22/ 1020/ 192	000077732	7
ד 0 1/0 1/20 ב 1/0 / 1 מ-תיליות בקמב בהמפב	000077568	8

#### المع ورمع 4 مِسْ وَرُسْرٌ عَمْسُ سَعَادِي - سَرِسْرَ سَعْدِدُ (رِمَدُرُ مُرَدُرُ مُرَدُرُ مُنْ اللهُ

ستريثر	فريمروكثر سرشرة ثر	#
الرسوس الرسور برساس ويرو	000078889	1

# 2023-05 وَمُرْجِيْ مِنْ مِرْمُ عُنْ وَمُ وَمُوْرُوْهِ

وَّسُونَ مُرْوَسُرٌ مُّرِيرُ: 15 خُيرِمُمُ 2023 | يَ وُسِّة: 320

غُرِوَكُولُودُ مِعْرِ بِحْرُومُولُو الْمُعْرِينِ رَلَزَاءٌ وَلِي 2022 وَلَا مُرَكِّدُ عُرُولُو الْمُعْرِقُ وَل مُسْهُ وَسِرُورُ رُورُو وَكُورُو وَمُورُونُ وَسُعَارِ رُورِ رُدُ لَيْ عُدْمُولُورُ لِمِرْوَسُ وَمِرْوَرُورُ رُورِ وَرِهُ وَمُرَوْمُ وَمِنْ وَمِنْ \$ 03 وَمُسْتِمْ وَمُنْ مِنْ وَرُدُو.

# فرور ترمع و در در در در مرور 2023 وَسَرُ دَرَيْدُور وَسُوْسِرةً وَبِرُونُوسُونُ وِسُعُ 3 (وَبِرِمْ 2023)

#### وُمَرُوعِ مُرْدُ مُرَعِظُ

#### المع وراع 3 مراد مرام و المراد و المراد المر

ىترىژ	عربمرؤثر سرشرة ثر	#
ساور دئي	000073192	1

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سرَسْر	عربمروكثر سرسرة تثر	#	مَرْمِوَثْرُ مَرَّدُونَ ثُرُ عَرَيْرُ	#
19 1 3/1×3	000067825	2	000067361 دَدُّ بَرَثْهِ حَوَرِيْ	1

#### 

	ستريثر	عربه وكثر سرسرة ثر	#
ر فرراً.	بُرْرِ حَوْثُمْ سُ	000060310	1

# فَهُوَيِم أَدُو رَمِيْ وَمِرْ دِيرُومِ فَ وَمُرْدُومِ لَا مُرْدُدُ مِنْ كَرِدُسِ مُنْ (وَوَ مَادُورُ اللهِ

_	برير	فربرونر سرسرة نر	#
	2227 27073 2007 20072	000021742	1



#### בעלפ הצ הצהעשות

#### مُدُوسُ عَلَى مُعْ رِمْعُ مِنْ مُدِيدُ مُدِيدًا مُنْ (وَرُ مُورُبُ)

ؠڗؙؠڗٛ	عربروكر سرشرة ثر	#
رُرِ مَهُمْ عُرُ رُرُونُو بِرِرُّتُ	000078766	3

سرَيْر	عربروكر سرسرة ثر	#	
برُّرِ سُوَمُ عَ رُوُّ سُرُّبِ مِرْ	000068812	1	
رُّجِودَهُ وَرِسَّهُ	000078442	2	

# ברישא הל הצומים (כל יכצים)

يتريثر	عربروتر سرسره	#
0/4 10/ 2/21 3/14	000065993	1

#### دُّسْعَ مر دُوْ دُوْ دُوْرِ دُورِ وُسِرَ وَمِرْ عِيْدِدُ عِيْدِدُ وَ وَمُورِ مُورِدُ عِنْدُونَ عِلْمِيْدُ وَرُدُ مُورُكُ

سرَيثر	عربروكر سرسرة	#
رُرُوْوُ مُوْرُوُ	000011196	1

# وْمَاوْجِ مِرْوْ مِمْوْجِ مِرْمُومْوْء ، سُرِمْتُ مُمْوَدُ عُامْرُوْج

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؞ڔؙؠۯ	عربروكر سرسره تر	#
2020 2000 NO 2	000034136	1

#### دُوْوُسُونَ سَعْ رِنْعْ مِنْ مِوْنَعْ مِنْوْ مُسْءَ مِوْنَعْ يُرِيْفْ مِسْمِ مِنْدِد (نَاوْوُرْ نَاوُوْسُ)

سرير	فرَيْرِ وَيُرْ سَرَسْرُهُ يُرْ	#	عربرونتر سرسره نتر	#
بره قرالله بره قرر تربرو	000076851	2	000072177 مُرَيِّدُ دِبُدُةُ ا	1

#### 

سرَسْر	عُرِيرِ وَيْدُ سَرَسُوهُ يُدُ	#	سَرَسْرُ	عُرِمُونَدُ سَرَسُونَانُدُ	#
2/202 53400 1000	000064766	2	بُرْرِ مِنْ بُرْسُورِشْ بَرُمْوِيْرْ	000077613	1

#### فَكُونِهِ مِنْ مُوْ يَدُونِهُ عَدِيدُ مِنْ سَرِيرُتْ (وَوْ مَوْرَتْ)

سرَسْر	عربه وكثر سرسرة ثر	#
برُسَوْرِسْ بَرُيْرِ وَ	000018811	1

#### فْكُونِم هُوْ مُسْرُونُمْ وَسُرْعُو وَسُرِعُ وَسُرِعُ وَرُونُ عُورُتُ

سرَبر	عربه وكثر سرسرة ثر	#
יים כיים יים הפקשת בהחכב	000064332	1

## وْرُوْعِ دُوْ رُوْمْ سَرِيرْسَتُ

# مُدُوُّسُونَ سُعْ دِمْعُ مِسْ مُدْسُوسُوسِد (دُو مُدْرُبُ

سرَيْر	عربروكر سرسره كر	#
وُبرِدُو رِسْ سُمُّ	000078275	1



#### مَا وُسُوعًا سُعْ وِمَعْ مِسْ وَمِوْبِ (وَوْ مَوْرُو)

ر بر سربر	2,202 2,202	#	يدؤثر بزيرة ثر بزيو	ś #
رُوسُرُمْ سَوْرٌ سَوْمِرُ وَ		2	000040194 رُرَوْ مُراللّٰه رُرُوْ	1

#### دُو وُسُونُ الله وَمُ وَمُردُم رُومُ مُدُم وَمُردُ مُومُ مُدُم (وَوَ مُورُبُ)

	سرَبيْر	عربرونر سرسرة نر	#
ſ	رُّرِ سَمُوْ رُّوِلًا رُرُونُرُ سِورُو	000075554	1

#### ع دُور دس وُرد ( و ما و و ما دور ا

			( , , , , , , , , , , , , , , , , , , ,		7
سرَبرْ	فريمرؤنر سرشرة ثر	#	سرَيْر	مُرِوَثُرُ سَرَسْرَهُ ثَرُ	#
رُدِوُ سَوْدِي	000073227	2	وْسْمُورِدُ رُحْقُراللّٰه	000008906	1

#### ع دُور مرس وُمرد ( کس ماد دُس

· · ·		•		
	سرَيثر	سرَسْرَهُ بَرُ	عَرْبِرُ وَثَرْ	#
رُخْدُ دِيْرُسُمُّ	رُّدِ	00005	50554	1

#### 

( 300 250)	( 300 000) 3 000 000			
ייק'ייק'	عربروكر سرسرة ثر	#		
اردو در موارع	000056608	1		

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	سرُسرُ	عربروكر سرسره كر	#
ردر	زُّجِورُهُ بُرُّ	000039615	1

#### الم المراج المركزير روم دركر (دو دويوس)

( 2		
سرَيْر	عربروكر سرسرة ثر	#
ים יכ יכם ים המינים חסבות תיפיצ	000058612	1

## فَيْ وَمُد مِنْ وَمُدوَمِ رُومَ مَدُم (مُودُورُ مُودُرُ مِنْ اللهِ

ىركىر	ב'ת פ'ל עלים אל	#
رُرُو کُور سُوَبِرِ بُو	000001132	1

# دُون عُرْبِ اللهِ عَبْدِي اللهِ عَبْدِي اللهِ عَبْدِي اللهِ عَبْدِي اللهِ عَبْدِي اللهِ عَبْدِي اللهِ عَبْدِي

## مَعْ وِنْعُ 3 مِرْ نَوِسَهِ مُعَافِ (دُوْ نَادُوَدُ

سرُير	فريرونر سرسرة نر	#
وُجِودُهُ رَمُرُدُ رِهُمُرِرُدُ سَهِدِيْ	000080144	1

#### سَعْ وَرُوْ مُرْوَدُهُمْ وَعِسْمِ ( وَوُ مُرْوَدُهُمْ )

( 2 2 ) 2 3 2 2 2 2		
سرَسْر	فرُيرِ وَيُرْ سَرُسْرُهُ يُرْ	#
ה אומית בממב א המינק אומית בממב א המינק	000078973	1

# # عُرِمُونَدُ سَرَسُونَ ثَرُ سَرَسُو 3 000078155 كَرُجِرِوْمُو رِبُوْرٌ رِبُوْرُ الله

2 000078242 رَّحِسَرَمُو سَفَّوْرٍ بَرَسْمُومُ

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سرَسْر	مُرِوَيْرُ سَرَسُوهَ يُرْ	#
برر سنور سرفار	000076250	3

· • · ·		
سرَيْر	عربروكر سرسرة	#
היים האים האיני באחבות חשית תכת"ב	000076105	1
אל ג'שית הְכֹּאֹת	000069554	2

#### المرود مدر مساوع وسي وسي (ور مورد)

			_	
ינציות	سرکنٹرے بڑ	حربرؤثر	#	
6,1013	00007	1321	1	

#### فَكُونِد مِنْ دِسْعُ بِسُ مُسْرُو فَيْدِينُ وَسِيْعُ وَسُرَعُ وَوَ مُورُونُ

ىترىثر	عربروتر سرسرة تر	#
زُّهِ وَهُ بِرِسًّ	000071321	1

# وْرُوع مرة مشمرة مرسوع و

#### مع وسراء ساع ورم و مرود مرم و دروه (کرم مروز س)

سرکتر	عربروكر سرسره تر	#
دُوْرُدُ سَوْرُدُ	000044240	1

#### فْكُونِد مِنْ دِسْوُدِهُ مُعْدِدُ (دُوْ مُدْدُونُهُ)

سرُبير	عربروتر سرسرة ثر	#
برُسَوْسُ بَرُوِزُ	000018811	1

## فَكُونِهِ مِنْ مَنْهِ مُنْ وَ - مِنْهِ (وَوَ مُورُبُ)

سرَسْر	عربروير سرسره ير	#	
رُّجُورُهُ سُوْسِر	000064901	1	

#### دُسْعَ مِر دُوْ رُمِعْ وَرُرْ سَمْعِدُ (دُوْ رُوْدُورُ

سرُ بر	فربرؤثر سرشرة ثر	#
برُهُ وُراللَّهُ وُبُرُدُو وُرُ	000029323	1

## מצי התיה משתה הייל הייל

#### من وسراء ساع وراع مرد دسر وسرع وسرع (ور اور المروز سر

ستر متر	عُرِيرُونْدُ سُرَسُوهُ يُر	#	ىر يۇرۇنى ئېر	حُرِدِوَيْر	#
بررسوم سورس ورروز	000075657	2	0000 באמרה פאת	74558	1



#### فَكُونِهِ هُوْ مُنْهُرُمِ عِبْدِي مُرِينَ وَمِسْرِبُ (مِسْرُقَ نَاوَيُرُ)

سَرُسْر	عربروند سرسره بر	#
سُوَرِّدُ مُرْهُ وَرَاللَّهُ	000031858	1

#### فَكُونِم مِنْ دُنْ عِيرٍ ﴿ وَمُ مَوْرُكُمْ

سرَيْر	عربروكر سرسرة	#
00100101010101010 30×0500 100000000000000000000000000000000	000056538	1

#### مرود کرو سرکرسمبری

#### 

سرَبير	عربرونتر سرسره نثر	#
ארת המכל תשא	000077694	5
יית השאקה	000078110	6
136 36 13	000078113	7
وُرُسُّ رُسُمُ رِسُ سِوْرُوْ	000078120	8

(-1) 30, 30, 20, Enger 2-1924				
سَرُسْر	عُرِيرِوَيْرُ سَرَسْرُهُ يُرُ	#		
2 0 0 2 2 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	000068512	1		
و مراجع المراجع	000073117	2		
رُّرِ سُوْمُ رُبُرُوْمُ	000035077	3		
دُر سُمُ عُسْرَهُ رِهُمُرِرِدُ	000078143	4		

#### دُوْوُرُورُ عُوْدُ مُعْ وِمُعْ مِنْ سَرَمِ صِرْد (مُوْوُرُورُ مُوْدُورُ

 	_		
	ىترنىژ	عربروكر سرسرة تر	#
3/26/ 2/2	برَيٍ	000077522	1

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سرَسْر	عربروتر سرسرة تر	#
رُّوِسُ هُ رُسُوسٌ	000071398	2

رد مرد ده در ده در ده در ده در ده در			
سرَسْر	عُرِيرِوَيْرُ سَرَسْرُهُ يُرُ	#	
" אר מי היי היי היי היי היי היי היי היי היי	000073866	1	

#### در و در ما ما و در در سرموسرد (روز دو در ما

	-			~	
			سرکنگر	عربروكر سريره ير	#
,	ئى گەۋۇ	ء ہے سگوسڑ	ڋڔٮؽ	000079265	1

## 

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		ىترىثر	عربروكر سرسرة ثر	#
حگورِ مثر	مشر کر نگر	رٌوِسَرُحْد	000077867	1

# مُعْ وُسُونَ عِلْمُورُ مِسْ سَرَمِسِسْ وَ وَمُو مَادُورُ سَ

	عربروند سرسرة ند	#
21013 22023 אית	000074022	10
22 × 221.2	000073626	11
0 4 0 4 22 2/1×@1, @5. 4 /	000070299	12
هُ سُوْبِرٌ  ۾ُو وَرِدُو بِهِ وَ	000062197	13
زَوْرِجٌ سوڤربرُ	000062650	14
۱۳۰۶ کر کرکر ۱۳۶۶ کر کرکر کرکرکر	000066531	15
3/4 /3/2	000069753	16
رُورُو رُوًّ بِرَقِي وَ بُورُو رُوَّ بِرَقِي	000070171	17

#### فَكُونِهِ مِرْدُ سَرَيرِ سِرَيرِ

سرَسْر	عربروكر سرسرة ثر	#
مِ وُسَّرٌ وَجٍ قَرَ	000050872	1

## سَرُعُم وَم وَرُسُونُ مِنْ اللَّهِ مِنْ اللَّهِ مِنْ اللَّهِ عَلَى اللَّهُ اللَّهُ مِنْ اللَّهُ عَلَى اللَّهُ

#### المع وراع 4 مِدْ وَرُدُونَا عَامُو الْعَالِيَّةِ - وَعُرَبُ الْعَالِيِّ الْمُودُ (وَوْ الْوَرُامُ)

يتركير	عُرِيرِ وَيْرُ سَرَسْرُهُ يُرْ	#
2,0,2 20,2 5,0,2 5,52	000077740	5
وَيُرُدُونُو مِنْ مُرْرِيْنِ مِنْ مُرْرِيْنِ	000078027	6
نُدُّ مُ رِسِرُهُ وَرُرُّتُ	000078938	7

ستريثر	عُرِيرِوَيْرُ سَرَسْرُهُ يُرُ	#
vé 3322 3/3 3/3 3/3/3	000077469	1
ع رستور رستور	000077938	2
برُهُ فُراللَّهُ مُرْسِمُ فُر	000019093	3
برُرِ سَوْمَةُ سِوِيرٌ عُ وَسُمُّ مُرْ	000078872	4

#### مع ورمع 4 مر ورمي مرس مع على - ردوسوم مع مرو (ور موزم)

		_
ית'ית יית'יית	عربرونه سرسره ند	#
رُّجِورُهُ سَرَّةً رُجِورُهُ سَرَّةً	000077503	2

11 1	•			
	۶	سريا	فريروكر سرشرة ير	#
	ز نرمشور		000078464	1

#### شَاعُ وَرَحْ عُلَا وَرُدُرِهُ عَمَارُ سَاعَةِ عَا - سَدِيرُتُ سَاعُ يَرُدُ (وَرُ عَادَيُثُ)

سَرُسْر	عربروكر سرسرة	#
مُرْدُكُمْ بُرُوْهُ	000067022	7
دِّرِ مِشْوَقَى سَرُيُّ رُّ	000076272	8
2701 0 111 57,2 m	0000077581	9
3,000 2000	000078220	10
بروگر بروگر	000078713	11

سرَ بَرْ	2600 2000	#
بررسوم سور	000078211	1
ב' א חלב תאים ב"	000076821	2
ירית ביים ב תות ביית ביית בב	000077955	3
0 11 21 01 2 12012	000075158	4
رُّرِ سُرَّةً سُوَّةً	000056338	5
وُّجِودُهُ مُعْدًا	000072240	6

# المُعْ وَمَعْ 4 مِسْ وَمُرْدُ عَمْدُ الْعَادِيْ - صَدِيرْتُ الْعَامِدُ (رِحَدُ الْحَدُدُ الْحَدُدُ الْمُدُودُ

 * / · · · · · · · · · · · · · · · · · ·		
سرُسْر	عربه وكثر سرسرة ثر	#
ىرگىر سۇرتى	000079331	1

# المعادية على المركزة ا

· · · · · · · · · · · · · · · · · · ·	• • • • • • • • • • • • • • • • • • • •	
הק'ינק	عربروكر سرسره ير	#
33223 3200 3322	000077617	1

# سُوْرِنُونُ 4 مِرْدُ وَمُرْدُيُ مِنْدُ سُونَا } - سَمِرِدُتُ سُوْمِرُدُ (مِرْدُثُرُ مُوْرُبُ)

سرَسْر	عربروير سرسرة ير	#
3/2/ 1/2 1/2/8	000076841	1



UC 2023-06

# دُدَه تَوْج دَرِج مِرْد الْمُرْدَدُور دِرِسَاع دُرُو دَرُورَ وَالْمَا اللَّهُ وَالْمُورُورُونُ وَاللَّهُ اللَّ تَوْرِدُوا عَيْرِهُ مِنْ اللَّهُ عَالِمَ فِي اللَّهِ مِوْرِكُمْ فِي اللَّهِ الْمِرْدُرِسِعِ اللَّهِ وَوَلَمْ وَقُولُ وَقُ وُرُورُورُ وُسُونِدُورُ

رُّ مُنْ مُرُورُ مُعِرِدُ: 15 وُعِرِمُهُ 2023 | عَرْبُ: 320

دُرَهُ رَبِّ وَسِمَ عَرِينَ مَرْدُونَ وَسِمَ مَ وَوَلَا يَوْدُونَ وَسِمَ عَيْ دُرُو دُرُونُونَ فَي مُودُونَ ال عُمْرِيْ مُرْدُ وَوَلِهُ مُنْ فَيْدُو الْمُرْوَمِ مِنْ مِنْ الْمُؤْدُ وَقُ وَرُوْمُونُونَ لَا وَسُرَ وَرُدُونُ وَمُونُونُ الْمُرْدُونُ الْمِنْ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُونُ الْمُرْدُونُ الْمُرُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُرْدُونُ الْمُونُ الْمُرْدُونُ الْمُونُ الْمُرْدُونُ الْمُراسُونُ

> > مُدُّ بِرِوَسُرْعُ سَرُسُونَ مِنْ الْمُدَا /AGR)438-ENV/153/2023/1

#### گرم 2023 قرم شور

#### 1. مَرَّهُ مُرَوِّدٍ وَقَ سَوَرُ

دِ وَرُدُسُورُ دُهِ دِسِهُ هِ دِرُ دُسُورُ مَرْ مُرُورُ مُرَّورُ وَ مُرَدُ الْمِرْوَعُ مُرْمُ الْمِرْوَعُ الْمُرْوَعُ الْمُرْدُ الْمُرْدُ الْمُرْدُ الْمُرْدُ الْمُرْدُ الْمُرْدُ الْمُرْدُ الْمُرْدُ مُرْمُ وَ وَرُدُسُورُ وَ وَرُدُسُورُ وَ وَرُدُسُورُ وَ وَرُدُسُورُ وَ وَرَدُسُورُ وَ وَمِرْهُ مِنْ وَمِرْدُورُ وَ وَرَدُسُورُ وَ وَرَدُسُورُ وَ وَرَدُسُورُ وَ وَمِرْهُ مِنْ اللّهُ وَاللّهُ وَلَا اللّهُ مِنْ اللّهُ وَلَا وَاللّهُ وَاللّهُ وَلَا وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَلَا وَاللّهُ وَلَا وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَاللّهُ وَلَا وَاللّهُ وَلِمُ وَلّهُ وَلَا وَلَا ولَا وَلَا وَلَا وَلَا وَلَا وَلَا وَلَا وَلَا وَلَا وَلَامُ وَلَاللّهُ وَلَا وَلَا لَاللّهُ اللّهُ وَلَا وَلَا وَلَا وَلَا وَلَالِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلّهُ وَلَا وَلَا وَلَا لَا لَاللّهُ لِلللّهُ وَلِمُ وَلّمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُولِمُ وَلِمُولِمُ وَلِمُ ولِمُ لِمُولِمُ وَلِمُ لَا وَلِمُولِمُ وَلِمُولِمُ وَلِمُ وَلِمُولِمُ وَلِمُولِمُ وَلِمُ وَلِمُ وَلِمُ وَلِمُولِمُ وَلِمُولِمُ وَلّهُ وَلِمُولِمُ وَلِمُولِمُ وَلِمُولِمُولِكُولُولِمُ وَلِمُولِمُ لِمُولِمُ وَلِمُولِمُ وَلِمُولِمُ وَلِمُولِمُولِمُ وَلِمُ لِللل

#### 2. 2. وروسرو و درور

و وَرُوسُورُهُ وَهُومُ مِن مُعْمِدُ مُعْمِرُ مُعْمِرُ وَمِرَالُونَ الْمُعْمُ الْمُرَامُ وَمُونُونُ

#### 3. أرسروكرسوع ي يرو

- (ر) وَرُوْسُوَّهُ عَهُوْوُ 1 وَرِ هَرَّسُرْمُووُرُوَّ دَرَيَ مُرِي خَبِرِعَ مِنْ سَرْسَعَدَرُ مَا يَرَسُّهُ وَ رِسُعَ عِسْعُ وِعَسْ رِسْرِمِعُ وَ رَوْعُ دُسُسِرُ.
- (ر) ۇرۇرۇ ئۇۋۇ 1 ئەر ھەردىرى ئۇرۇ ئەرىدى ئەرىدى ئوچ قىرىغىدى ئىدىكى دىر سۇڭ ئاھ ۋىرى ئۇرۇرۇ ئۇرۇرۇرۇرۇرۇرۇرۇرۇ 1 (دىنىدى) ئۇرىدى دىرىدىرىدىنى ئۇرىدىدىنى ئۇرىدىدىنى ئۇرۇرۇرىدىنى ئۇرۇرىدى ئۇرۇرىدى ئۇرۇرۇرۇرۇرۇرۇرۇرۇرۇرۇرۇرۇ
  - (ת) צָרְכַּתְבֵּצֵ בַּבְּבֶּבֶ 1 צִׁרְ בּתְּתִּעִינְבְּרָפֵּ הְרִאֵּג עֹבְפֵ בְּתְפֹּאְתִינִ הְינִירְ הְנִיל תְצֵׁ בֵּישׁ מִינִינִעִינִבְינִ הְנִכִּנָם בִּנִינִ הִנִּית הִינִירָנוֹ בִּבְּבֵּרְ עִבָּיִנִם בְּבָּבְיִנִינִי הְבָּבְעִי

(١) ۇرۇسۇڭ ئۇۋۇ 1 كە ھەرسىرىدۇرۇ كەنمەك سۆۋە ئەسلىمىرىش ھۆردىھىر.

#### 4. وسرسه عيري يوشرو

- (ر) وَرُوْسُورُو وَمُومُو مُعْدَدِ عَوْوُو 1 وَدِ هَارُسُورُووُ دَمَدَ بِهُ حِ وَسِرَعِيْرِ سَمِرَسَهُ رَوُسُو، شَوْمُ وَدُسَوُدُدُ وَرُومُونُ رُوْوُدُعُ رُومُودُورٍ، دُ سَمِرْسَهُ وَيُؤَوَّوُنُونُ لَا يَرُونُ لَ وَسَرَامُوهُ لَا لَهُ مِنْ مُورَدُ
- (x, x) (x, x)

#### 5. مِنْ مُنْ مُنْ مُنْ مُنْ مُنْ

#### 6. وروستورد روددور

- (١) و وَرُوْسُرُّوْدِ وَسُرُّ مَاسُمُوْمُوَمُوْ وَوَمُدُوسُ مِرْمِمُّوْتُوْ وَوَوَلَامُونُ وَ وَرُوْسُورُ وَ وَمُوسَلَمُ وَمُرَّدُونَ وَمُوسُونُ مِرْدُو وَاللَّهِ مِنْ الْمَادُونَ مُرَالُونِيْسِ وَوَمُّوْدُ وَرُوْدُورِ وَارْمَا وَرُسُورُ

#### 7. دسرمرغد عسردهر

## 8. دره مود کور شروس مود و دوس

# خبرنانرثر

هُ بِرِز:

دِ وَرُوْسُوْدُورِ خُرِيْمُوسُ جُرِيْمُوسُ رَوْسُنِي دِ وَرُوْسُوْدُو رِوَسُّوْرِهُ مَسْمُومُورُ مَهُورُ وَدُوْرِيْمُووْدُ 25 מ מיניית פ. 2 מ מיניית פ

#### وسِسَاعُ اللهِ وَالْمُورَامُونَ اللهُ الله و مروع د د و مود

:,>~	:,>=
١٠٠٠ وردوي معميرو	رُّوِسُمُ مَعُورِسُرُ
x 9 6 - 9 8 6 - 19	و موسوع بو م
	, קעל מנת

:»—	.,,
مُرْوَحُرُ عُرِيْرُومُ عُرِيْرُ	۽ بر. رُڪ ڏرالله سرڪوير
دُوْدُ وَمِرُوْدُ وَمِرُوْدُ وَمِرُوْدُ وَمِرُوْدُ وَمِرُوْدُ	פניק את הפים אינים מינים בית המישות הצ

#### روی مرورون در وروع دو درومردرون مرور درو عامروع د درو UC 2023-07 زو زردسرد

هُرِز:

وَّسْمَا مُرَوْمَةُ مُّهِمِدُ: 15 وَّعِرِمُمُ 2023 | يَعُوسًا: 320

לרש התקלמו לה בעל הל המפתה התל הללה המל שמת ב א מור עם בר ברבול ל يُّ سُهْرُنْ نُرُورْ نَارُسُوسِ فِي دَرُونُ وَدَرُونُ وَدَرُورُ وَدَوْنَ وَالْمَارِيْ وَاللَّهُ وَاللَّهُ وَال

#### UC مرده ده و محدد ده ده مرد درد و ماه دردور 2023-08

وَّسْمَا مُرُوْسُرُ مُّرِيرِدُ: 15 وَّبِرِيمُو 2023 | يَرُسَُّ: 320

وَسُرُوْهُارِ دُوْ هُوْسُورِ وِسُوعُ لَاسْسِوْرُ دُرَدُوْدُ سِرِسْوْسُورُ

رُّ مُنْ مُرُونِهُ مُّ مِيرِدُ: 15 وَمِرْمُهُ 2023 | يَحُرُبُّ: 320

# 8. وَيَ وَدُو لَا مِدْ فَرَوْرُ مُومِ مُرْوِلًا مِنْ اللَّهِ وَرُرُولُونُ

موول () معاوم ووما وسرد وسهرد ربرموه مرسوس فروسوم				
1 0 1 0 1 0 1 0 0 0 0 0 0 0 0 0 0 0 0 0	0 9 9 7 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	#		
01 فَيْرِشْ رِسْ 31 فَيْرِشْ رَبْرُ	" י ב' ה'	1		
31 دَّبرَهُمْ ءُ نُهرِيرُ	رهٔ در با برخور می در در می در در می در	2		
۵۰ و دری دری دری کروی دی اور دری دری دری دری دری دری دری دری دری در	0 20 20 20 20 00 00 00 00 00 00 00 00 00	3		
و دَرْدُ 3 وَسَرَ رَوْمُهُ مُرْسِرُ	0 / 20 / 0 ) 20 / 20 / 0 / 0 / 0 / 0 / 0 / 0 / 0 / 0	4		
יני איני ב ברג אינת איני	ر ر ر ر ر ر ر ر ر ر ر ر ر ر ر ر ر ر ر	5		
قیم وزهٔ 15 هٔ تبریر	ת' ב" כב כ ת' פש הקרק יות מקנות .	6		

מינה 5 ייין 0 הנסודם באינו נימין 10000 מיין בניסיר הפת 5: מעזבע בפחש ציינו בשמחו ממעקסת מינות בפרשפת

- (m)  $\frac{1}{\sqrt{2}} \frac{1}{\sqrt{2}} \frac{$
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    - 6. תעתע כישרים בל פשת על השקב עני
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#### UC 2023-10

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رُّ مُنْ مُرُورُ مُعِرِدُ: 15 حُبِرِمُهُ 2023 | عَرْبُ: 320



#### AS 2023-22

# ورو دو سرمرسردی معومع مرج وسرمرس

رِّسُونَ مُرُونِّرُ مُّرِيرُ: 50 خُيرِمُّو 2023 | يَحُوسُّ: 304

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AS 2023-23

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وَّسُونَ مُونَدُ مُّعِرِدُ: 50 وَّعِرِهُمُ 2023 | يَوْسُّ: 304

#### Student Feedback Panel (SFP)

AS 2023-24

وَّ وَمُ مُ مُورِدُ: 05 خَبِرِهُ: 304 خَبُورُ : 304 مَرْدُ: 304

# **MNU Student Feedback Panel (SFP)**

#### **Composition and Processes**

The purpose of student feedback panel is to gather feedback on the services including teaching and learning offered at MNU, to consult on policies, initiatives developed by the university and develop leadership skills. This feedback is critical to the continuous quality assurance and enhancement of MNU's services and to ensure the due processes are followed at MNU. This panel being directed by the students will also enhance the student experience across a broad range of areas while contributing to the development of the MNU graduate attributes.

The feedback generated from the student feedback panel is one way in which MNU ensures students' voices are incorporated through active participation and representations, as outlined in the Student Voice Policy.

This document is applicable to the Student Union Wings, Student Support Services (SSS), and Policy and Quality Control Unit (PQCU). This SFP is co-organised by the SU Wings, together with PQCU and SSS. PQCU will offer administrative support.

The Student Feedback Panel comprises of:



1. SU Exco

One representative from each SU Faculty wing

One representative from each Campus Wing

Vice-Chancellor

TIONAL TO Students

- 6. Quality Assurance Controller
- \* An administrative staff from PQCU will join to record the meeting minutes

#### **Procedure**

- The SFP will meet 3 times a semester.
- Additional meetings maybe requested by either the SSS, PQCU, or SU Wings depending the circumstances.
- The SFP meetings will be moderated by the Dean of Students and the Quality Assurance Controller
- It is the responsibility of SSS, PQCU and the SU Wings to follow-up on these meetings with the relevant parties/bodies at the University.
- The SSS will communicate the meeting dates to the SFP.
- Below are the talking points for each meeting and the follow-ups. It is not required to ask exactly these questions, but the points and the information each question seeks to address need to be gathered.

#### Meeting 1

- 1. Date: End of Week 4
- 2. Below are some points to address in the meeting:
  - a. Has the first Student Panel meeting taken place?
  - b. What were the issues raised in the Student Panel meeting and what were the suggestions
  - c. How can SSS and PQCU offer help the issues and concerns raised?
  - d. This meeting will also be used to consult students regarding any policy development and revisions that MNU are working on.
  - e. Are you all clear about the procedures and processes of registration, communicating to the faculties including the appeals process, student policies.
  - f. How often do students use the MNU website, check student e-mails, MNU social-media?
  - g. Are you able to balance study and person life?
  - h. What additional services should MNU offer to its students?
  - i. Have the processes for the farewell dinner organised by SU for graduating students started? What are the plans so far?

#### Meeting 2

- 1. Date: End of Week 8
- 2. Below are some points to address in the meeting:
  - a. Are all students happy at MNU?
  - b. Have the Student Panel meetings taken place?
  - c. What were the issues raised in the Student Panel meeting and what were the suggestions?
  - d. How can SSS and PQCU offer help the issues and concerns raised?
  - This meeting will also be used to consult students regarding any policy development and revisions that MNU are working on.
  - f. How many University events (e.g.: Speaker Series, Ilmy Foavahi) have you attended?

- g. Are you participating in any events organised by the MNU Student Union?
- h. Are you using any of the learning spaces available at MNU premises?
- i. Are there any issues regarding the access and arability of Moodle, Self-Service, student cards?

#### Meeting 3

- 1. Date: End of Week 13
- 2. Below are some points to address in the meeting:
  - a. Are all students happy at MNU?
  - b. Have the Student Panel meetings taken place?
  - c. What were the issues raised in the Student Panel meeting and what were the suggestions?
  - d. How can SSS and PQCU offer help the issues and concerns raised?
  - e. This meeting will also be used to consult students regarding any policy development and revisions that MNU are working on.
  - f. How many University events (e.g.: Speaker Series, Ilmy Foavahi) have you attended?
  - g. Are you participating in any events organised by the MNU Student Union?
  - h. Are you using any of the learning spaces available at MNU premises?
  - i. Are there any issues regarding the access and arability of Moodle, Self-Service, student cards?
  - j. Are lecturers reachable to your queries? How do you communicate with them?
  - k. Have you received formal feedback to your due assessments yet?
  - 1. Are you aware of your attendance status now?
  - m. Are you ready for the final examination?
  - n. Have you completed the Subject and Teaching Evaluation (STE) form?
  - o. For final semester students, are your graduation process clear?
  - p. What are the updates for the farewell dinner organised by SU for graduating students started? What are the plans so far? What needs to be done?

This process shall be reviewed periodically to ensure adequacy and relevance to all University services.

Academic Senate Approval Date:		05 <sup>th</sup> February 2023
Effective Date:		05 <sup>th</sup> February 2023
<b>Revision History:</b>	First Version:	xxxxx 2022

وَمَوْجِ هُوْ مَهُمُرُدُ هُمُوْءُ وَ "عَامِمُ هُوْ وَوَسَاءٍ هِمْ مَهُرُدُ" مَارُهِ وَمَوْجِ هُوْ مَهُمُرِدُ هُمُوْءُ وَ فَ "عَامَعُ هُوْ وَوَسَاءٍ هِمْ رِسَوْدُوْ مِنْ عَاجُهُ" مَارُهِ دَيْدَوْرُو وَمَهُوْمُوْمُوْرُورُوْرُ

AS 2023-25

وَّسُونَ مُرَوْسُرُ مُّمِيرِهُ: 05 وَّسِمُّ 2023 | فَيُوسَّعُ: 304

وُنَوْجِ دَوْ سَهُورُ دُسُوْ وَ وَ الْحَدِي مِنْ مِنْ مِنْ مِنْ الْمَدِدُ وَمُوجِ دَوْ سَهُورُ الْمَدَّ وَمُن وَ دُلِيْ مِنْ مِنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ مِنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ وَمُنْ و الْمُورُدُ وِ مُوْمِدِ مِنْ مُنْ مُنْ مِنْ وَمُورُ وَمُنْ دُرُورُ وَمُنْ وَمُنْ وَمُنْ مِنْ وَمُوالِمُنْ الْمُ

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Academic and Pastoral Support Policy مَرْ مُسَاءُ وِمَا سَسَمْهُمُ 301 وَسَرَ عَوْسًا مُدِرِ وِعَوْسًا مِسْ رُرَرُوْنِدُ هُوَرُوْمُكَادُمُ مُرْسَرِيرِهِ وَهُوْرُ وَالْمَانِدُورُ مُنَاءُونَ سَسَرَعِيْدُ سِرِيْوِدُو.



#### **Academic and Pastoral Support Policy**

#### 1. Introduction

The Maldives National University (MNU) is committed to providing students with effective academic and pastoral support to facilitate their academic journey paying attention to their well-being.

The aim of this policy is to ensure that students have access to a support mechanism that builds on best practices, meets the needs of students, and is of quality and consistency. The mechanism, consisting of faculty-level support and central-level support, is designed to provide consistent quality provisions, while also helping students to monitor their progress and performance more systematically and directing students' mindset to longer-term aspirations.

#### 2. Definition of Terms

**Academic support** refers to support and help that is provided by the University to ensure

the academic success of the students.

**Course(s)** Refers to all short-term and long-term academic programmes delivered

through all modalities.

Faculty Institutes, centres, schools or other academic units with major

responsibility for teaching students.

**Pastoral Support** refers to support and help that is provided by the University to ensure

the physical and mental wellbeing of the students.

**Student** A person who is admitted to an Award Program or Non-Award Program

offered by the University and is: currently enrolled in Courses or study units; or not currently enrolled but is on an approved Leave of Absence

or whose admission has not been cancelled

The Maldives National University (MNU)



#### 3. Statement of Policy

The purpose of this Policy is to:

- 1. Provide an inclusive system of Academic and Pastoral Support to all students in the MNU community.
- 2. Ensure students needing assistance are identified and the relevant support provided.
- 3. Support students by guiding them and facilitating two-way communication.
- 4. Respect the individuality of all students while building a sense of belonging and security.
- 5. Provide support that facilitates students to make their own decisions and accept responsibility for their actions.
- 6. Facilitate a teaching and learning environment of care and compassion.

#### 4. Scope

This policy applies to all staff and students of MNU.

#### 5. Policy Implementation

The Academic and Pastoral Support Policy will be overseen by the Vice-Chancellor, while the implementation of this policy is a shared responsibility of all Staff, Student Support Services and the student.

#### 6. Key Principles Underpinning the Policy

The following are the key principles:

- 1. The MNU provides in partnership with students, a safe, secure, supportive and happy environment to all its students where students can thrive both mentally and physically.
- 2. The MNU **encourages the development** of considerate, and confident, independent and resilient adults to empower all students at MNU.
- 3. The MNU accepts and celebrates the individuality of all students
- 4. The MNU **upholds the confidentiality** of student affairs and they are supported with dignity and respect.
- 5. The MNU **ensures there is an early-support mechanism** for students requiring additional support and guidance.

#### 7. The Support System

#### 7.1 The Faculty-level

2.

- 1. There must be a readily accessible, student-facing office as the primary point of contact for students seeking advice and information. This office ensures that students' enquiries or requests are dealt promptly, courteously and, where necessary, students are directed to the appropriate member of staff or source of information.
  - Batch Coordinator (BC) is the focal point of academic and pastoral support for all students. This is a member of the teaching staff who provides a readily accessible, primary point of contact for academic guidance and pastoral support, to help students reflect on their academic progress and get the most out of their studies.

Heads of Departments will ensure that the Academic and Pastoral Support system is operating effectively and consistently.

- 4. The Student Wings of each Faculty will advise on the wider network of student support services at the University to help students have the best possible experience during their studies.
- 5. *Meeting requirement*: Batch coordinator are expected to hold meetings with students individually and in groups providing necessary guidance, advice and support. It is recommended to
  - meet the whole batch twice a term
  - meet individual students at least once a term
  - offer weekly scheduled consultation time
- 6. Monitoring and Review

Faculties must have in place an effective mechanism for the monitoring and review of Academic and Pastoral Support

#### 7.2 The Central Level - The Student Support Service (SSS)

- 1. There must be a readily accessible, student-facing student support office that is accessible to all students. This office must ensure that students' enquiries or requests are dealt with promptly and courteously and, where necessary, students are directed to the appropriate member of staff or source of information.
- 2. The SSS, headed by the Dean of Students, offers a wide range of student support, in academic and pastoral care to all students at MNU. These services and complement those provided by the Faculties and Campuses. Students can seek support in person, via email or by phone.

#### 8. Limits of Pastoral Support Responsibilities

While BCs and other academic and administrative staff have a responsibility for supporting students, they are not expected to provide specialist pastoral care and should not attempt to do so. Consequently, in cases where a student appears to be experiencing severe distress (e.g., serious physical or mental health problems), should be guided to seek appropriate professional help.

Confidentiality

student information must be dealt with confidentiality by all staff

#### Relevant guidelines and policies

- Student Code of Conduct and Appeals Process
- Student Voice Policy
- Students with Disability Policy
- Student Panel
- Student Feedback Panel

#### 9. Roles and Responsibilities of Staff and Students

Role	Responsibility
Course/ Batch Coordinator (BC)	<ul> <li>Follow the guideline on roles and responsibilities of Batch coordinator</li> <li>In addition:         <ul> <li>liaise with Student Support Services;</li> <li>regularly meet with students as specified in this policy;</li> </ul> </li> </ul>

Student Union Wings	<ul> <li>respond promptly to a request for contact or support from a student and to provide an alternative point of contact when unavailable;</li> <li>Maintain appropriate forms of records;</li> <li>provide references for students;</li> <li>Guide and assist students to follow this policy.</li> <li>to ensure the BC and/or Student Support Services is made aware of any student who may be in need of support;</li> </ul>
Head of Department (HOD)	<ul> <li>advise BCs and SU Wings when they are seeking advice on student-support issues;</li> <li>deal promptly and effectively with concerns raised by BCs;</li> <li>seek regular interactions with student representatives;</li> <li>engage in strategic discussions about student support structures and processes at Faculty or University fora and networks, as necessary;</li> <li>assist the Head of Faculties/Schools/Centres and Campuses in interpreting student feedback</li> </ul>
Dean/ Head	<ul> <li>guide, HOD's BCs and SU Wings when they are seeking advice on student-support issues;</li> <li>attend promptly and effectively to concerns raised by BCs and students;</li> <li>seek regular interactions with student representatives;</li> <li>engage all staff and students in strategic discussions about student support structures and processes at Faculty or University fora and networks, as necessary;</li> </ul>
Student Support Services (SSS) and the Dean of Students (DoS)	<ul> <li>help and guide the students from the faculties needing additional academic and pastoral support</li> <li>advise and guide international students on immigration issues, academic and pastoral support</li> </ul>
Student	familiarise with the Academic and Pastoral Support provided at MNU and proactively seek assistance when required.

#### 10. Policy Review

This Policy shall be reviewed periodically to ensure adequacy and relevance to all University services. The Policy shall be reviewed every five years or more frequently if the need arises.

Academic Senate Approval Date:		5th March 2023		
Policy Effective Date:		xxxxx 2022		
Revision History:				

الد-ويرسرس يخوسواا وسودور

2023-27

وَّسْمُ مُرَوْمِ مُرَّمِرِ وَ \$ 50 حُمِرِهُمْ \$ 2023 | يَحُوسُةً : 304

E-Learning Policy دُ رسرد بيس رِسْوُرْرْنَا بُوْرَدْ شَعْرَا مِنْ مَنْ مَنْ مَنْ الْمُعْمِدِ وَمِوْرُنَا مُوْرَدُ مُنْ مُنْ مُنْ مُنْ اللهِ الل 

AS "دِرَرِرْرُد يَرْدِرِ" وَسَالَمُورُ 2023-28

رُّوْنَ مِنْ مُوْنِرُ مُّرِيرِدُ: 12 جُرِيمُ 2023 | يَحْرُبُّ: 305 وَسُونَ مِنْ مُوْنِرُ مُّرِيرِدُ: 12 جُرِيمُو 2023 | يَحْرُبُّ: 305



### Policy on e-Learning

**Approved on:** 12th March 2023

**Approved by:** Academic Senate

#### 1. Policy Statement

The Maldives National University (MNU) is committed to facilitating e-Learning as it is essential to engage students in a medium that is more accessible to keep up with the rapidly changing technology enhanced learning and development in pedagogical praxis.

#### 2. Purpose

The purpose of this policy is to provide directions to ensure e-Learning design and delivery at MNU meet the international best practices and standards, and comply with the standards of the Maldives Qualifications Authority (MQA)

#### 3. Definitions

**Asynchronous learning**- is a student-centred teaching method that uses online learning resources where the participants are not engaged in the learning process simultaneously or concurrently.

Blended Learning- refers to the complementary combination of face-to-face and online Tearning experiences in programme delivery.

**e-Learning**- comprises all forms of electronically supported learning and teaching, and the information and communication systems that serve as specific media to implement the learning process in an e-Learning environment.

**Hybrid models**- a teaching approach where some students attend in-person while others attend online through videoconferencing or similar means.

**Online learning-** a form of distance education where the primary delivery mechanism is the internet. These could be delivered synchronously or asynchronously. All instruction is conducted at a distance.

**Synchronous learning**- is a student-centred teaching method that uses virtual learning environments and tools (such as Google Meet, Zoom, etc) for real time delivery of lessons or students are able to engage with class materials at the same time as their peers.

**Virtual Learning Environment (VLE)-** is a digital application that hosts virtual teaching and learning in a digital space as opposed to a physical space.

#### 4. Scope

This policy applies to all staff and students of MNU and the programmes delivered using e-Learning.

#### 5. Principles

E-learning at MNU should adhere to the principles of the Teaching and Learning policy.

#### 6. Policy directives

To ensure effective implementation of the e-Learning policy, The Maldives National University should:

- 6.1 Appoint an e-Learning coordinator to facilitate the development and effective coordination of e-Learning courses at MNU. The e-Learning coordinator will ensure, all courses delivered through e-Learning at MNU comply with the Maldives Qualifications Authority (MQA) Guidelines for e-Learning.
- 6.2 Develop e-Learning courses and subjects in conjunction with international best practices, MNU Quality Assurance Policy, and MQA Guidelines for e-Learning. The pedagogical models and innovation strategies to be used in delivering e-Learning programmes and its relevance to achieve the intended learning outcomes should be explicitly stated in the course documents. These include Asynchronous, Blended, Hybrid, Synchronous, or Online learning. The number of contact hours of e-Learning subjects should be in accordance with MQA guidelines for e-Learning.
- 6.3 Establish institutional support for e-Learning. A VLE should be established that is accessible to staff and students participating in e-Learning programmes. In addition to this, MNU should:
  - develop online learning and teaching resources that are up to date

- conduct orientation for students participating in e-Learning programmes at the beginning of each programme. This should include a session for VLE orientation.
- 6.4 Ensure students enrolled in courses/subjects delivered via e-Learning are provided with continuous and adequate academic and technical support available through the University. The details of the support mechanisms, both academic and technical, must be shared with the students through different platforms. All first-year students must be oriented to the use of the VLE and other tools used for e-Learning. This must also be monitored through periodic evaluations.
- 6.5 Ensure that Faculties teaching a course in e-Learning modality must complete a mandatory staff training in the basics of e-Learning.
- 6.6 Ensure every student enrolled in a course offered in e-Learning modality has access to University's VLE.
- 6.7 Ensure that all assessments are aligned with the Assessment Policy and Examination Rules.
- 6.8 Ensure that all teaching and learning activities in LMS and student records in Student Management System are securely stored and access granted and controlled as per MNU policies

#### 7. This policy should be read in conjunction with including and not limited to:

- 1. MQA Guidelines for e-Learning
- 2. MQA Guidelines for programme Accreditation
- 3. Maldives National Qualifications Framework (MNQF)
- 4. Course Development Procedure
- 5. Teaching and Learning Policy
- 6. Quality Assurance Policy
- 7. Assessment Policy
- 8. Examination Rules
- 9. Plagiarism Policy
- 10. Graduate Attributes policy
- 11. Student Voice Policy
- 12. MNU Disability Policy
- 13. Strategic Objectives of the MNU
- Accreditation Frameworks of courses by respective councils (MNMC, MAHC, MMDC)

#### 8. Effective from: 12th March 2023



פינים אינים AS وَسُرِّعُ وَسُرِّعُ)" مُرَّدِ "وَسُعَا رَدُو سَرِسُمْ -دُوْ.دُسْ. وردُوسُ براتُ 

رُّ مُنْ مُرُونِهُ مُّ مِرْدُ: 12 حُرِيمُ 2023 | عَرْبُ: 305

"وَسَعَى مِدْ سَرِسْ -دُوْ.دُسْ وِرَدُسْ مِرْسُ وَسُعَوْدُسُ فَالْمُوْدُسُ وَالْمُوْدُسُ الْمُرْدُ وَسَعَوْمُرُسُ مِرْسُوهُ وَسُعَ وَسُعِ وَسُعَ وسُعَ وَسُعَ وَسُعُ مِنْ مُعِلِّ مِنْ مُعِلِّ وَسُعَ وَسُعُ ١٥٥٠ مَعْ مُرْكُمُ مُرْ مُرْجُعُ وَرِمْعُ مُرْكُمُ مِرْكُمُ وَسُورٌ وَمُرْدُورُورُ مُرْكُمُ سَمِعْ وَمُرْدُورُ سرسرورؤ.

#### AS 2023-30

زُّ مُنْ مُرُوْسُرُ مُّ مِرْدُ: 19 وُمِرْمُ 2023 | يَ رُّبُّ: 306

## AS

رُوْ. رَبِي رَسْوَدُ وَبِرُوَيْرُورُ وَرِيرُو رُدِي وَرِيرُورُ رُدُي وَرِدُو مُرْدُرُ وَمُورُورُ وَرَدُو 2023-31 كَرْزُورْسُ وَكُورُ وَكُورُ اللَّهُ وَكُورُ مُرْسُرُ اللَّهُ

رِّسُونَ مُرْوَسُرُ مُرْمِرُ: 26 جُرِيمُو 2023 | يَحُوسُ: 307

مَا وَ مِنْ الْمُعْرِينِ عَبْدِي عَلَيْهِ عَلَيْهِ الْمُعْرِينِ مَا مُعْرِينِهِ مَا مُعْرِدُ مِنْ الْمُعْرِدِ ا رِمُ وْرِر بِرِسَاعَ وَرَا وَ وَمُورَ مُورَةً وَمُورَدِ وَالْوَالْمِنْ الْمُؤْرِدِ مِنْ الْمُؤْرِدِ وَلَا رَائِلُ اللهِ اللهُ اللهِ اللهُ مُرِوَمَرُ 2023 وَسَرُ دَرَيْنَ وَمُرَوَّوُ عَاوَّدُ بِرِسِعُ إِبِرِدَا وَدُورُ وَسِرُورُ دَمَا وَمُ سَمِرُ سُ תַּמִיכָּרִנפּ. רִבָּן 'צָהִיה בּ' רְבָּמִ בֹּרָת בּ' בְּבָּמ בְּמִינִי בְּמִי רְמִינִי בְּבָּב בְּמִינִי בְּב द्रिया द्रिया प्रमेर

#### AS 2023-32

سرسرود وورودس مرود وسر وسود

رُّسُونَ مُرُونُرُ مُّمِيرُ: 26 وُّمِرِهُمُ 2023 | يَحُوسًا: 307

### مكرمدود ووروده مره برود روس وسووردره

AS 2023-33

وَسَالِمَ وَاللَّهِ مُرْكِدُ: 02 سُوْمِوْ 2023 | عَوْسًا: 308

ئېرىدۇۋ ؛ ئۆۋۇش دىرە برود بۆرسەر دىنەد ئائىدۇر دىنۇر دىنۇر دىنۇر دىنۇرۇد كىردۇرۇد دىرىرىرو ئائىر بۆرسە ئۇسۇرۇر ئائىرۇر سىرىۋى سىرودۇ.



#### **Curriculum Development and Review Policy**

Approved on: 2nd April 2023

**Revision history:** 

Approved by: Academic Senate

#### 1. Introduction

The Maldives National University's (MNU) strategic vision is to 'perform and be acknowledged as the outstanding academic institution of the nation and one of the finest in the region.' In pursuing the aforementioned vision, courses offered by the University shall be designed, wherever possible, with a strong focus on promoting a student-centred teaching and learning environment. All courses should promote the development of MNU graduate attributes that will contribute to the social and economic advancement of the Maldives and beyond.

#### 2. Purpose

The overarching purpose of the **Curriculum Development and Review Policy** is to set out the key principles for the design, approval and review of courses to ensure a high-quality educational experience at the University.

#### 3. Scope

This policy applies to the development and review of all MNQF level courses at the University.

#### 4. Definitions

**Annual review:** The process of continuous assessment of the course, conducted annually to ensure course materials are properly updated and delivered using appropriate pedagogical approaches. The results of these reviews should be reported to the Faculty Curriculum mmittee and Committee on Courses.

**Assessment:** Evidence of actual learning outcomes and capabilities achieved by the student. Assessment methods can be both formative and summative and are designed to ensure progress in all learning outcomes that can be demonstrated and verified.

Constructive alignment: An approach to learning design where the intended learning outcomes are clearly identified, and the alignment between the said intended learning outcomes, assessments and the learning and teaching activities are ensured (Biggs, 2014).

**Course leader:** An academic staff member assigned with the responsibility to directly design and oversee the development and implementation of the curriculum along with monitoring its instruction and assessment practices.

**Curriculum**: A formal plan for the learning experiences of students in pursuit of an academic qualification. It includes:

- goals/outcomes and objectives for student learning (skills, knowledge and attitudes);
- content and sequence (the subject matter in which learning experiences are embedded and the order in which concepts are presented);
- instructional methods and activities including the instructional resources along with plan for adjustments to teaching and learning processes, based on experience and evaluation (*materials and settings*); and
- evaluation (the formal and informal methods that students' learning from these experiences are assessed).

In this document, the word curriculum is used interchangeably with course.

**Curriculum alignment:** The degree to which the components of a curriculum, such as the learning outcomes, teaching and learning experiences and assessments work in harmony to achieve the desired goals of the curriculum. A stronger curriculum alignment between the formal curriculum and the enacted curriculum provides students with appropriate and sufficient opportunities to achieve learning objectives increasing the educational accountability of the curriculum.

Curriculum design: The identification of the overall structure and framework of the curriculum, including course learning outcomes, the organisation of the core content, and the overall approach to implementing the curriculum. The curriculum design is heavily influenced by the philosophical approach to the curriculum, that is often informed by the nature of the discipline and the learner.

**Curriculum development:** the planning, implementation and the evaluation processes of the curriculum as informed by the design of the curriculum.

**Digital environment:** An integration of digital tools and technologies to promote teaching and learning communication and collaboration

**Faculty:** Institutes, centres, schools or other academic units within the University with a inagior responsibility for teaching students.

Inclusive learning and teaching: Inclusive teaching and learning encompass the mechanisms established to ensure an equitable and accessible learning environment across

the university, where all students have the opportunity to a learning experience that respects diversity, enables participation, removes barriers and anticipates and considers a variety of learning needs and preferences.

**Learning outcomes**: The learning outcomes are the areas of knowledge, understanding, skills, and attributes students are expected to achieve as a result of engagement with the content of a subject course/program leading to a qualification.

**Learning technology:** Technologies used to support teaching and learning.

**Periodic review:** Formal assessment conducted in a determined frequency (as per the procedures mandated by both MNU's Course Review Manual and MQA's Programme Accreditation Guideline), often involving major change that significantly affects the course learning outcomes, structure, organisation or delivery of a course or the basis for its accreditation.

**Reviews**: The formal systematic and consistent evaluation of courses with the intention of monitoring, providing feedback and analysis.

**Student-centred learning:** Student-centred learning is an *educational philosophy* or approach to learning that places students' needs and interests at the forefront of the operations and decision-making. The focus is to make students co-creators of their own education and to engage them in decisions about what, when, and how they learn.

**Subject coordinator:** An academic staff member assigned with the responsibility for the coordination of a subject.

**Subject outline:** A description of the subject that students, institutions and others can consult to determine the pre-requisites, subject content, learning outcomes, assessment and resources.

University: The Maldives National University (MNU).

#### 5. Principles

Course design, development and review will be guided by the following key principles.

- 5.1 It is **responsive** to the discipline / field, to the students' learning needs, and to the social context, taking into account our position as a public university in the Maldives. Such approaches to curriculum development and review should be relevant, up-to-date, and address the national development needs.
- 5.2 It is **inclusive** whereby the curricula are sensitive to the different backgrounds and outlooks of those engaged in the teaching and learning processes.
- 5.3 The process ensures a **student-centred approach to the teaching and learning** in the implementation of the curriculum that is aligned with the University's policies.

It considers the effective use of **learning technologies and the digital environment** to assist students to achieve the learning outcomes.

It adopts the **constructive alignment** framework to design the learning and teaching activities that optimise the chances of students achieving the course learning outcomes,



- and to design assessment tasks that enable clear judgments on how well those outcomes have been attained.
- 5.6 It will ensure that the students can **progressively attain the learning outcomes**, which include cognitive, general and professional practices and skills of a discipline/ field. These should be in line with the MNU Graduate Attributes as well as MQA requirements and MNQF level descriptors.
- 5.7 It will **collaborate and consult with key stakeholders**. Stakeholders should include current and past students, academics, and professional bodies and, where appropriate, employers in both the private and public sectors.
- 5.8 The **curriculum reviewing processes** should be part of a curriculum plan in order to accommodate new ideas and knowledge in disciplines/fields assuring the quality of the courses offered at the University. Such changes should also be informed by the legitimate learning needs of particular cohorts of students and consider the affordances of digital technologies for enhancing learning and teaching.
- 5.9 It will be in **compliance** with local, international, and other Professional, Statutory, and Regulatory Bodies (PSRB).

#### 6. Curriculum Design and Development Standards

All curriculum design and development should abide by the following standards:

- 6.1. The courses are developed and revised in alignment with the University's strategic, academic and operational plans subject to the availability of resources.
- 6.2. The courses comply with the requirements of the Maldives National Qualifications Framework (MNQF).
- 6.3. All the courses be approved by the obligatory MNU bodies, MQA and the relevant PSRBs before its implementation.
- 6.4. Each Faculty adheres to the standards set forth by the Course Design and Development Manual approved by the Academic Senate.
- 6.5. The courses adhere to the course nomenclature and classification guidelines set by the Academic Senate.
- 6.6. All courses are designed using *constructive alignment* as a teaching principle. All courses have clearly defined learning outcomes, learning and teaching activities, assessment plans (summative and formative), and the related rubrics or guides used for scoring as per the course specification template.
- 6.7. The development of courses is led by an appointed *Course Leader* who engages stakeholders in the content, design and the teaching and learning strategies.
- 6.8. All courses incorporate opportunities for flexible learning, experiential learning, self-regulated learning, inquiry-based learning and critical thinking related to the field.
- 6.9. Learning activities are designed to support the development of the MNU Graduate Attributes.
- 6.10. In defining the level of the qualification and the intended learning outcomes, all courses shall meet the requirements of institutional and national academic standards, and where appropriate the expectations of the international quality assurance agencies as well as the requirements of PSRBs and employers.

Assessment of learning outcomes in courses conform to the University's *Assessment Policy*.

The process of the University course development adheres to the relevant copyright

#### 7. Monitoring and Review Standards

The monitoring and review of curriculum should abide by the following standards:

- 7.1. Practice systematic and regular review of curriculum, teaching and learning.
- 7.2. Undergo an annual review and periodic reviews per the Curriculum Review Manual approved by the Academic Senate.
- 7.3. Records relating to the structure and design of the courses, including approved variations, and reviews must be maintained and communicated with the relevant university bodies.

#### 8. Quality Assurance of Curriculum Development and Review

The quality of MNU's courses is assured through the:

- 8.1 academic course approval process;
- 8.2 periodic academic quality assurance process;
- 8.3 comprehensive cyclical review of courses; and
- 8.4 regular student feedback and student evaluation.

#### 9. Roles and responsibilities

ROLE	RESPONSIBILITY
Deans	<ul> <li>Initiate and appoint a Course Leader for the course development process ensuring course documentations are developed as per the University and MQA guidelines</li> <li>Initiate and appoint a staff for the course review processes ensuring course review documentations are prepared and course documentations are revised as per the University and MQA guidelines.</li> <li>Offer leadership and facilitate Faculty committee level deliberations on the course development processes as well as the review processes.</li> <li>Validate all course documentations that are sent for approval/accreditation and for publishing, ensuring they are up-to-date and as per the University's standards.</li> <li>Establish and ensure the quality assurance in the design, development and review of the curriculum across the Faculty, and maintain records of up-to-date course documentations.</li> </ul>
Heads of Departments (HoD)	<ul> <li>Support and guide course leaders, subject coordinators/developers and other relevant department staff in relation to course design, development, implementation and review.</li> <li>Supervise, monitor and support the design and the development of courses ensuring all due processes are followed and records are maintained.</li> </ul>

	• Supervise, monitor and support the review of courses
	ensuring all due processes are followed and records are maintained.
Course leader	Lead the course development process and prepare course documents for approval.
	Present the course documentations at the relevant committees at various stages of its development.
Course reviewer	Lead the course review process and prepare course documents for approval.
	• Present the course documentations at the relevant committees at various stages of course review.
Subject coordinator	Support and facilitate the course review processes by coordinating the collection of relevant data to review the teaching content, learning and assessment of the subject.
	• Provide to the HoD, the subject review information and revise the subject outlines as per the University procedures and maintaining records accordingly.
Faculty Advisory Committee (FAC)	Provide information, advice and consultation on the need to develop the course and their relevance to the University's strategic plans, as per the committee ToRs.
	• Provide advice and consultation on the curriculum reviews, as per the committee ToRs.
Faculty Curriculum Committee (FCC)	Advise and support faculty in the design, development and review of courses and subjects ensuring all due process is followed.
	• At the Faculty endorse and approve course approval documents as per the committee ToR, University standards and in compliance with the Professional Statutory Regulatory Bodies (PSRB).
Policy and Quality Control Unit (PQCU)	Coordinate and oversee the quality assurance activities related to course design, development and review.
	Gather data on course implementation processes and provide feedback to the Faculties advising areas of improvement.
	• Support the Faculties in the monitoring of the curriculum design, delivery and review during each cycle of the course ensuring high standards, transparency and quality of the process is maintained.



Faculty Quality Management Committee (FQMC)	<ul> <li>Validate new courses and monitor any changes to academic courses as per committee ToR</li> <li>Monitor reviews of courses and manage outcomes of the review as per committee ToR</li> </ul>
Committee on Courses (CoC)	<ul> <li>Support, advise and approve course related and subject related proposals ensuring adherence to the University course development process and ensure compliance with relevant PSRBs, as per committee ToR.</li> <li>Support, advise and approve course related and subject related review documentations and ensure compliance with relevant PSRBs, as per committee ToR.</li> </ul>
Academic Senate	<ul> <li>Approve course proposal and significant amendments to existing courses ensuring their relevance and viability at the University and in compliance with the PSRBs.</li> <li>Develop, amend and endorse guidelines for course development and review</li> <li>Endorse the course implementation following MQA approval</li> </ul>

This policy should be read in conjunction with other relevant policies (For example, Assessment Policy, Graduate Attributes Policy and Teaching and Learning Policy).

Adapted from the University of Vanderbilt, the Queensland University, University of Wollongong (UWO) and Rhodes University, Course Development Policies and UOW Standards and Quality Framework for Learning and Teaching.

https://www.psu.edu.sa/en/TL0001-curriculum-review-and-development-policy

https://www.ru.ac.za/media/rhodesuniversity/content/chertl/document/Curriculum Policy 201 <u>6.pdf</u>

# وَمَاوُعِ رُوْ رُسُومِ مُومُ عَبِي وَ سُوعَ بِي وَ الْرُمُورُ مِعَامِرُو مِنَا مِنْ مِنْ وَوَرُورُمُوعُ **2023-34** وَيَرْوَيْرُوْ الْمِرْوُرُوْوُ رُوْوُرُووْ مُرْمِرُ مِرْمِرُ الْمُؤْرِوْ وَالْمُوْمِرُمُرُ مُرَامِدُ 308 | عَرْبُّ: 308

ا وَرَوْعِ مِرْوُ رَسْمِ وَعِرْعِ مُرِدُ عَمِيْ مُ سُوعِ فِي الْمِحْدُ سُمْ مِنْ فِي مِنْ مُنْ مُنْ وَمِ الْمُ 

1.1 کاری سریر Professional Certificate in Hospitality Leadership Development

יבי גבי ביים ביים החליניגים 1.2

### 2023 وَسَرُ مُرَيْرُةُ مُنْهُونُ نَوَسُوا مُرَدُّ وَسُرُورُ وُسُورُرُ وُسُورُرُ

AS 2023-35

وَّسُونَ وَدُورُ اللَّهِ عَلَى اللَّهِ عِلَى اللَّهِ عِلَى اللَّهِ عَلَى اللَّهُ عَلَى اللّهُ عَلَى اللَّهُ عَلَّى اللَّهُ عَلَى اللَّهُ عَلَى اللَّهُ عَلَى اللَّهُ عَلَى اللَّهُ عَلَى اللَّهُ عَلَى اللَّهُ عَلَّهُ عَلَى اللَّهُ عَلَّى اللَّهُ عَلَّهُ عَلَّهُ عَلَّهُ عَلَّ عَلَّهُ عَلَّ عَلَّ عَلَّهُ عَلَّ عَلَّهُ عَلَّ عَ

2023 وَسَرُ دَرَيْرَةُ دُمَاءُ وَمُ مَرَاثِهُ مُرَاثِهُ عُرِيدُ مُرْسُمُ وَمُوْرَدُهُ وَمُؤْرِدُهُ وَمُؤْرِدُ وَمُراسُونُ وَمُونُ وَمُراسُونُ وَمُواسُونُ وَمُراسُونُ وَمُواسُونُ وَمُواسُونُ وَمُواسُونُ وَمُواسُونُ وَمُواسُونُ وَالْمُونُ وَالْمُونُ والْمُونُ وَالْمُونُ وَالْمُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُونُ وَالْمُونُ والْمُونُ وَالْمُونُ والْمُلِي وَالْمُونُ وَالْمُونُ والْمُونُ وَالْمُ وَالْمُونُ والْمُونُ 

وْرُوع دُو رُوه سَرِسُسُون الله وَرُد دُو سَرِسُ (دُرْرَدُ) رِسْ في سَرِسْ (دُهُ عَادِمِ رُسُو عَنْوِمِ رُسُورُ عَرْدُ "الْحَادُ الْحَادُ مَرُ سَرِيرُ وَهُ دُهُ رُوْ سَرِسْ (رُوْ سَرُو بِهِ مَنْ سَرِعِ مَا مَنْ مَرْمَ اللهِ اللهِ مَنْ مَنْ وَهُوْدُوْ دُرْهُ وَمِرْسُرُ ال وَّسَانَ مُوْسِرُ قَرْمِرُ \$ 90 مَرْمِرُو \$ 2023 | جَرْسًا: 309

AS

### Name of the Course: Bachelor of Science (Hons) in Food Science (Food Safety and **Quality Assurance)**

MNQF Level: 7

#### **Entry Criteria: General Requirements**

- I. Minimum 2 passes in GCE A Level/HSC with a pass in GCE O' Level Biology/Human Biology/Chemistry **OR**
- II. Attainment of MQA Level 4 (Advanced Certificate) qualification in a related field
- III. Attainment of MNU Certificate 4 in Foundation Studies (Science)

#### Alternate Entry Criteria

20 years old, completion of secondary school, 2 years of relevant work experience, and successful completion of an MNU approved University Preparation Program

#### **English Language Requirement**

Certified proficiency in English (GCE O' level/ IGCSE English / MNU English Language Competency Test) or Equivalent

#### Name of the Course: Bachelor of Science in Food Science (Food Safety and Quality Assurance)

**MNQF** Level: 7

Entry Criteria: General Requirements

Minimum 2 passes in GCE A Level/HSC with a pass in GCE O' Level iology/Human Biology/Chemistry **OR** 

- II. Attainment of MQA Level 4 (Advanced Certificate) qualification in a related field **OR**
- III. Attainment of MNU Certificate 4 in Foundation Studies (Science)

#### Alternate Entry Criteria

20 years old, completion of secondary school, 2 years of relevant work experience, and successful completion of an MNU approved University Preparation Program

#### **English Language Requirement**

Certified proficiency in English (GCE O' level/ IGCSE English / MNU English Language Competency Test) or Equivalent

## Name of the Course: Advanced Diploma in Food Science (Food Safety and Quality Assurance)

#### **MNQF** Level: 6

#### **Entry Criteria: General Requirements**

- I. Minimum 2 passes in GCE A Level/HSC with a pass in GCE O' Level Biology/Human Biology/Chemistry OR
- II. Attainment of MQA Level 4 (Advanced Certificate) qualification in a related field OR
- III. Attainment of MNU Certificate 4 in Foundation Studies (Science)

#### **Alternate Entry Criteria**

20 years old, completion of secondary school, 2 years of relevant work experience, and successful completion of an MNU approved University Preparation Program

#### **English Language Requirement**

Certified proficiency in English (GCE O' level/ IGCSE English / MNU English Language Competency Test) or Equivalent

#### Structure

Subject Code / level if new	Subject Name	Prerequisite	Credit Points	Total Contact Hrs	Nominal Hrs
Semester 1					
1XX	Introduction to Food Safety	Nil	15	56	150
CPT127	Computer Applications for Health Sciences	Nil	15	56	150
1XX	General Microbiology	Nil	15	64	150
CHE113	General Chemistry	Nil	15	64	150
			60	240	600
Semester 2				I	I
<u>≅</u> 1XX	Basics of Food Science	Nil	15	56	150
1XX	Food Chemistry and Nutrition	General Chemistry	15	64	150
1XX	Food Microbiology and Microbial Techniques	General Microbiology	15	64	150
1XX	Food Hygiene and Sanitation	Nil	15	56	150

1XX	Maldivian Studies	Nil	Non- credit	xx	xxx
			60	240	600
Semester 3					•
2XX	Food Technology	Nil	15	56	150
2XX	Food Laws, Regulations and Standards	Nil	15	56	150
2XX	Food Borne Hazards and Incident Management	Nil	15	56	150
2XX	Food processing and Post- Harvest Technology	Nil	15	64	150
			60	232	600
Semester 4		1			
2XX	Epidemiological Principles in Food Safety	Nil	15	56	150
2XX	Food Safety Inspection and Enforcement	Nil	15	64	150
2XX	Quality Assurance & Food Safety Management	Nil	15	56	150
2XX	Seafood Safety and Quality Control	Nil	15	56	150
			60	232	600
	Advanced Diploma				
Semester 5	<u> </u>				
PUB303	Health Research Methods	Nil	15	56	150
3XX	Food Toxicology	Food Chemistry	15	56	150
3XX	Food Analysis and Analytical Techniques	Nil	15	64	150
3XX	Food Packaging and Preservation	Food processing and Post-Harvest Technology	15	56	150
			60	232	600
Semester 6	í				
3XX	Current Issues in Food and Nutrition	Nil	10	42	100
3XX	Food Industrial Training*	Nil	20	200	200
3XX	Research Project	PUB303	30	21	300
			60		600
Exit with E	Bachelor's Degree				
Semester 7	and 8				
4XX	Food Industrial Placement with Capstone Project* <b>OR</b>	Nil	120		1200
4XX	Dissertation	PUB303	120		1200
			120		1200

وَّصْ مَا مُوْرِدُ وَ مَا مُرْدِدُ وَلَ مُعْرِدُ: 09 مُؤْمِرُو 2023 | غَوْسًا: 309

وَرَوْعِ دُوْ رَسْوِعِ وَمِ وَ مَرْدُ هُمْ عَرِيْ وَ مَا عَالْمُوهُ وَمَ مَا مَا مُوْرِدُ وَمَ وَرَادُ وَمَا ا وَرَوْعِ دُوْ رَسْوِعِ وَمِيْ عَرِيْ فَيْ مَا مَا عَلَيْهِ وَمَا الْمَا فَيْ مِنْ مِنْ وَمِنْ الْمَالُونِ وَرَ مرد سوه مرمکد سؤوه سرس موس سرع مردروس سرسود موسود مردرود مرسود موسود مردود مرسود موسود من المنافق المنافق الم

وْرَدُوعِ بِرُو رُسْوِعِ وِيرُ عَيْرِيَ وْ سُوعَ إِيْ ذُ الْفَكُورِ بِرُو رِيرُعَ بِرِيرُ مَارِدُو ده و من دروه ۱۱ مرد، ۱۱ مرد و درو در در در در در درود و درود درو ا رُ مَنْ مُرْدُرُ وَ مُرْدُرُ: 09 سُرُّرِيوُ 2023 | يَ وُسِّ: 309

رو ×و ×و در المراج عرب المراج عرب المراج ال الْكُورُ اللهُ وَالْمُورُ وَ وَلَمْ رَسُورُ وَ وَلَمْ وَاللَّهُ اللَّهُ اللَّالِي اللَّهُ اللَّا اللَّا اللَّالِمُ اللَّهُ اللَّهُ اللَّهُ اللَّهُ اللَّهُ الل 

Name of the Course: Bachelor of International Hospitality Management

**MNQF** Level: 7

Name of the Course: Advanced Diploma in Hospitality Management

**MNQF** Level: 6

Name of the Course: Diploma in Hospitality Management

**MNQF** Level: 5

#### **Entry Criteria: General Requirements**

- I. Successful Completion of Higher Secondary Education (2 passes at A'level/HSC) OR
- II. Attainment of MQA Level 4 qualification in a related field **OR**
- III. Attainment of MNU Certificate 4 in Foundation Studies target program

#### Alternate Entry Criteria

20 years old, completion of secondary school, 2 years of relevant work experience, and successful completion of an MNU University Preparation Program

#### Structure

Subject Code / level if new	Subject Name	Prerequisite	Credit Points	Total Contact Hrs	Nominal Hrs
Semester 1					
TRS129	Hospitality and Tourism Industry	Nil	15	56	150
TRS111	Fundamentals of Hospitality and Tourism Management	Nil	15	56	150
HOS207	Managing Housekeeping Operations	Nil	18	56	180
HOS219	Managing Front Office Operations	Nil	18	84	180
SOC015	Maldivian Studies	Nil	0	56	150
			66	252	660
Semester 2					
MKT107	Marketing Principles	Nil	15	56	150
TRS1XX	Tourism and Hospitality for Professionals	Nil	15	56	150
CAT121	Introduction to Culinary Arts	Nil	18	84	180

CAT119	Food and Beverage Services	Nil	18	84	180
HOS223	Work Placement (Hospitality) II	Nil	0	360	0
			66	640	660
	Exit with Diploma in Hosp	itality Manage	ement		
Semester 3					
ACC141	Finance and Accounting for Hospitality and Tourism Management	Nil	15	56	150
CPT233	Information Systems for Hospitality and Tourism	Nil	15	56	150
MGT233	Economic Analysis for Hospitality and Tourism	Nil	15	56	150
HOS2XX	Hospitality Experience	Nil	15	56	150
			60	224	600
Semester 4					
HOS215	Principles of Human Resources	Nil	15	56	150
HOS209	Research Methods	Nil	15	56	150
TRS205	Event Industry in Context	NIL	15	56	150
HOS2XX	Supervision in the Hospitality Industry	Nil	15	56	150
HOS335	Work Placement (Hospitality) III	Nil	0	360	0
			60	584	600
	Exit with Advanced Diploma in	Hospitality Ma	anagemen	t	
Semester 5					
HOS317	Strategic Management for Hospitality and Tourism	Nil	15	56	150
HOS339	Operations Management	Nil	15	56	150
HOS213	Hospitality Facilities Management	Nil	15	56	150
HOS3XX	Hospitality Event Operations	TRS205	18	84	180
			63	252	630
Semester 6			·		
HOS303	Applied Project	HOS209	18	84	180
HOS349	Quality Management	Nil	15	56	150
HOS351	Risk Management	Nil	15	56	150
HOS337	New Venture Development	Nil	15	56	150
			63	252	630
	Exit with Bachelor of Internations	al Hospitality I	Managemo	ent	

وَمَوْجِ دُوْ رَسَوْجِ وَمِنْ عَبِي دُ سَعَادِي الْمُحْوَمِ دُوْ دِسْعَ مِرْسَامِسُو AS عَبِيَ وَ طَرِيْ وَسُرْعُ اللَّهِ مَا اللَّهِ مُرْدُو مِنْ اللَّهِ وَسُرْعُ اللَّهِ وَسُرْعُ اللَّهِ اللَّهِ عَلَيْهِ وَسُرْعُ اللَّهِ عَلَيْهِ وَسُرْعُ اللَّهِ عَلَيْهِ وَسُرْعُ اللَّهِ عَلَيْهِ وَسُرْعُ اللَّهِ عَلَيْهِ وَسُرُعُ اللَّهِ عَلَيْهِ وَسُرْعُ اللَّهِ عَلَيْهِ وَسُرُعُ اللَّهِ عَلَيْهِ وَسُرُعُ اللَّهِ عَلَيْهُ وَسُرُعُ اللَّهُ عَلَيْهُ وَسُرُعُ اللَّهُ عَلَيْهُ وَسُرُعُ اللَّهُ عَلَيْهُ وَسُرُعُ اللَّهُ اللَّهُ عَلَيْهُ وَسُرُعُ اللَّهُ عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عَلَّهُ عَلَيْهُ وَاللَّهُ عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عِلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عِلَيْهُ وَسُرَّا عَلَيْهُ وَسُرَّا عِلَيْ عَلَيْهُ وَسُرَّا عِلَيْهُ وَسُرَّا عَلَيْكُ اللَّهُ عَلَيْهُ عَلَيْهُ وَسُرَّا عِلَيْ عَلَيْهُ وَسُرَّا عِلَيْكُواللَّهُ عَلَيْهُ وَسُرَّا عَلَيْكُ اللَّهُ عَلَيْكُوا عَلَّا عَلَيْكُوا عَلَّا عَلَيْكُو " ﴿ وَحَدُّ رِسْ صَعِيرُهُ وَسُرَةُ وَسُرَةً الْمُحَدِّدُ وَسُرَاءً لَهُ مَا وَرِدُ وَصَلَامُ سُرَا

وَّ مُن مُرُونُرُ مُّرِدُ: 09 سُوْبِرُو 2023 | عَرْبُ: 309

Name of the Course: Bachelor of International Tourism Management

MNQF Level: 7

#### Name of the Course: Advanced Diploma in Tourism Management

**MNQF** Level: 6

#### Name of the Course: Diploma in Tourism Management

**MNQF** Level: 5

#### **Entry Criteria: General Requirements**

- I. Successful Completion of Higher Secondary Education (2 passes at A'level/HSC)
   OR
- II. Attainment of MQA Level 4 qualification in a related field **OR**
- III. Attainment of MNU Certificate 4 in Foundation Studies target program

#### Alternate Entry Criteria

20 years old, completion of secondary school, 2 years of relevant work experience, and successful completion of an MNU University Preparation Program

#### **Structure**

Subject Code / level if new	Subject Name	Prerequisite	Credit Points	Total Contact Hrs	Nominal Hrs	
Semester 1						
TRS129	Hospitality and Tourism Industry	Nil	15	56	150	
TRS111	Fundamentals of Hospitality and Tourism Management	Nil	15	56	150	
TRS1XX	Travel and Tourism Geography	Nil	15	60	150	
TRS1XX	Visitor Experience Management	Nil	15	60	150	
SOC015	Maldivian Studies	Nil	0	60	150	
			66	300	750	
Semester 2						
TRS203	Special Interest Tourism	Nil	15	60	150	
TRS1XX	Tourism and Hospitality for Professionals	Nil	15	60	150	
MKT107	Marketing Principles	Nil	15	60	150	
TRS1XX	Tour operations	Nil	15	60	150	
TRS221	* Compulsory Work Placement II	Nil	Non- credit	360	0	
			60	600	600	
	Exit with Diploma in T	ourism Manage	ement			
Semester 3						
ACC141	Finance and Accounting for Hospitality and Tourism Management	Nil	15	60	150	
CPT233	Information Systems for Hospitality and Tourism	Nil	15	60	150	
MGT233	Economic Analysis for Hospitality and Tourism	Nil	15	60	150	
TRS2XX	Introduction to Tourism Policy and Planning	Nil	15	60	150	
To the state of th	S. S			240	600	
Semester 4						
HOS209	Research Methods	Nil	15	60	150	
HOS215	Principles of Human Resources	Nil	15	60	150	
TRS2XX	Risk and Crisis Management	Nil	15	60	150	

TRS2XX	Contemporary Tourist Behaviour	Nil	15	60	150
TRS339	* Compulsory Work Placement III	Nil	0	360	0
			60	600	600
	Exit with Advanced Diploma	in Tourism M	anagement		
Semester 5					
HOS317	Strategic Management for Hospitality and Tourism	Nil	15	60	150
HOS339	Operations Management	Nil	15	60	150
TRS325	Managing Event Operations	Nil	15	60	150
TRS301	Destination Management	Nil	15	60	150
			60	240	600
Semester 6					
HOS303	Applied Project	HOS209	18	90	180
HOS337	New Venture Development	Nil	15	60	150
TRS323	International Marketing	Nil	15	60	150
HOS3XX	Sustainability in Tourism	Nil	15	90	180
			63	270	630
	Exit with Bachelor of Internati	ional Tourism	Managemer	nt	

وُمَاؤُج اللهُ رُولُ سَارِسَ سَاءُ الْمُحْوَمِ اللهِ إِمْرُو اللهِ اللهِ اللهُ وَالْوُدُودُ اللهُ الله 2023-40 مرورورو

وَّ مُنْ مُرُونِهُ مُّ مِيرِدُ: 09 كُوْمِيوُ 2023 | يَوْسِّ: 309

رُرُوع ہِرُو رُوه سَرِرِسَاسَاء "فَاهُونِد ہُو بُرِیرَدِعِسِر" کے سُرِع کردو دُرُرُدُورُکُو بِرِارُرُورُکُورِ ת המור בירו לי הלי לי המורכת מת בר בירו מת בר בירו המת בר בירו המת בר הלי המת בר הלי המת בר הלי המת בר הלי המת בר הלי

## وْمَاوْجِ بِدُوْ رُوْدُ سَارِينَ اللَّهُ دُهُ وَرِيْدٍ مَوْجٍ دُمْوُوُوْدُوْ دُورُ وِيوْدُ

AS 2023-41

AS

وَّسْمَا مُرُوسٌ مُرِيرٌ: 16 سُوْمِوْ 2023 | جُوسٌ: 310

زرو ×و ۱۰۰ کرور کارور 

وُمَاوُج دُو دِسْ مِسْرِدُ مِسْرِي سَرِيسَ دُسْ عَاسِرَ فِي الْمَاوُسِ فَعَ مِنْ عَلَيْ وَمَا 2023-42 مِنْ مُنْ وَرِيرَوَسْ فَ طَنْ وَرُهُمْ الْمَاسْ مُنْ وَوَوْقَ رُوْرُوسْ

AS

وَّ مُنْ مُوْمَرُ مُّ مِرِدُ: 16 مِنْ مِرْوُ 2023 | يَحُوسُ: 310

وُنَوْجٍ رَوْ رِسْعِ سِرِدَ بِرِسْدِ، سَرِسْتُ دَسْرُ جُنْسَةٍ وَالْمَا فَاسْتُوجٍ وَ "الْمَا فَاسْتُوعِ الْمَ ئىردۇرە ئىرى ھىر سرسروردۇ.

## وْمَارُوعٍ وَرُوْ رِحْسُومِ مِنْ عَيْمِي وْ سَعَاءِكَ الْوَيْوُ سَمَارُوْ سَاعُ وِمَاعُ وِمِنْ 2023-43 رَسْرِيْ عِيْرِي رَسْرُ عِيْرِي اللَّهُ مِنْ اللَّالِمُ مِنْ اللَّهُ مِنْ أَلَّا مِنْ مُنْ أَلِي مُنْ اللَّهُ مِنْ اللَّهُ مِل

٥٠٠ ، ٢٥٠ هـ و الله على الكلام الكلا י מונים מינים מינים מינים מינים אינים מינים אינים אינ

Name of the Course: Professional Certificate in Hospitality and Tourism **Leadership** 

**MNQF** Level: 6

**Entry Criteria: General Requirements** 

I. Attainment of a level 5 qualification (Diploma) in a related fiel

A5 وُمَارُي مَا يَرِيدُورُو مَنْ وِيهِدُرُ وَمَنْ وَمِنْ وَمَارُورُ وَمَارُورُو وَمَارُورُو

رِّ مُنْ مُرْوَمِرُ مَّرِيرِهُ: 16 مِنْ مِيرِوْ 2023 | يَرُوسُّ: 310



### FACULTY CURRICULUM COMMITTEE Terms of Reference

#### 1. Introduction

The Faculty Curriculum Committees (FCCs) are mandated to look after the development and revision of all the curricula offered at the Faculties. Any changes/revisions brought to the curriculum of any course need to be approved by the FCC.

#### 2. Members

- 2.1 Dean
- 2.2 Heads of Departments
- 2.3 Members co-opted by the Committee as needed
- 2.4 Vice-President (academic) of the Faculty Wing of the Student Union

#### 3. Membership

- 3.1 The term of office of members will be three years with eligibility for reappointment.
- 3.2 The Chair of the Committee shall be the Dean or his/her nominee.

#### 4. Terms of Reference

The terms of reference of the Faculty Curriculum Committee are as follows:

- 4.1 To make recommendations regarding changes in curricula of all courses of the Faculty .
- 4.2 To regularly review and update syllabi and curricula structure of courses offered by the Faculty so as to keep the curriculum relevant.
- 4.3 To convey feedback from academic staff of the Faculty regarding curriculum matters to the attention of the Committee .
- 4.4 To consider curriculum issues of general academic interest and make recommendations to the Dean regarding these issues .
- 4.5 To review course offerings, inter-faculty offerings and curriculum requirements where appropriate .
- 4.6 To examine proposals for new courses and non-award courses and major changes to existing courses and to recommend their approval, as appropriate, to the Committee on Courses.
- 4.7 To discuss and make recommendations regarding those changes to curriculum which have implications in terms of staffing or affect Departments or support areas such as the Library and IT Services .
- 4.8 To implement periodic reviews, evaluate existing courses and programs and report recommendations
- 4.9 To communicate curriculum developments with the Faculty community through mass media or other means
- 410 To deliberate on all curriculum matters.

#### 5. Meetings

- 5.1 In order to undertake its responsibilities, the Committee will meet as and when required but at least once per term .
- 5.2 Changes to the curriculum of any course should be approved by the Curriculum Committee to ensure that institutional memory of the change is maintained .
- 5.3 The quorum and procedure of the meetings will be decided by the committee.

#### 6. Chairperson

The chair has the following responsibilities:

- 6.1 Be available to discuss details and address questions on curriculum matters with the academic staff and administration .
- 6.2 Arrange dates, reserve meeting rooms and prepare and distribute the agenda to the staff in a timely manner .
- 6.3 Prepare and distribute curriculum materials to the Committee in a timely manner .
- 6.4 Record the minutes, prepare reports, new forms, templates, and other relevant documents in accordance with the committee's decisions.
- 6.5 Ensure that any curricular information such as subject details and course descriptions are in an approved and professional format.
- 6.6 Orient new members on the functions, responsibilities, policies and procedures of the Curriculum Committee .
- 6.7 Liaise with relevant divisions of the College in all matters relating to curricula .
- 6.8 Assist in the preparation of the curricular content for the catalogue, brochures and all other relevant PR materials .
- 6.9 The chair may delegate any of the above to any member

#### 7. Secretary

Elected annually by the Committee from the Committee to assist the Chairperson in recording the minutes and other duties stated above .

The Committee shall have written records of all meetings they conduct. This will include the agenda for the meeting, attendance and a brief record of the resolutions. The minutes shall be endorsed by the members of the Committee

#### 8. Approved date:

The Academic Board resolved to establish this committee based on above TOR on 9th July 2006

9. First amendment: 16th April 2023



#### AS 2023-45

### يُوعَ مِعَ وُ يُوب وَسَاوَمُومُ مُومُو

وَّسْمُ مُوسَدُ مُعِدُ: 16 مُنْوَمِوُ 2023 | يَوْسُ: 310

AS وَرِيرُسُونَ الْحَرْدِ الْحُصْعَ مِد رَّوْ سَمِيرُتْ مِيرْ دُمَادُيْرُ عِيرُد وَرِيرُسُونَ الْحَ 

وَّ مُنْ مُرُوسٌ مُرِيرٌ: 30 مُرْوِيرُ 2023 | يَحُوسٌ: 311

"وَّسَهُ بِهِ رَبِّ مُرَدِّهُ وَمِنْ مُرَدِّهُ عِلَى وَمِنْ وَرِينِيْ الْكَارِّ سَامِهُ وَرَبُوْدُ وَمُرَدُّمُ מינט כי סי מינט ינס אינים אינ

## AS

2023-47 مِنْ مُنْ وَمِنْ مُنْ وَمِنْ وَمَنْ وَمَنْ وَمَنْ وَمُنْ وَمُوْ وَوْدُو وَ وَمُوْمِرُونَ

وَّ مُنْ مُرُونُ مُرِدُ: 30 مُنْوِيرُ 2023 | يَوْسُ: 311

ئِرْمُوْجِ رَبْرُ رِسْرَجِ سِرْمُرِسْرُد، سَرُرْسُ رُسْرُة جُامِرُجِيدُ "انْ وُسُرْسَةٌ سَمْ فِرِمَا وَ رِسْ رُسْرُوْرِ مِرْدُسْرَةً מלת במנתבת המשמת תמבנפי

#### AS 2023-48

وُمَوْجٍ مِنْ مِسْمِ سِرِمُرِسْ ، سَرِسْ مُسْرَةً عُمْسِرُوجِ يَا إِيْرُودُ مِسْ مُؤْمِدُهُ مِيْسَةً " عرر الدور المرود و و و المرود و المرود و المرود الم موروع محروه الم مروورود درورورور

وَّسُونَ مُونَدُ مُرِدُ: 30 مُنْوِيرُ 2023 | يَوْسُ: 311

وْمَا وْجِ كِرْقُ رِمْرِ جِرْمُومُ وَ مُرْدُ وَمُ مُعْرِقِي وَالْحِرِقُ وَمِنْ مُورِوَعُ كَانُومُ الْمَارِّ الْرَاءُ وَالْمُوعِ وَالْعِيْرِةُ وَمِنْ مُورِوَعُ كَانُومُ الْمَارِيْ وَالْمُومِ وَالْمُؤْمِدُ وَالْمُومُ وَالْمُؤْمِدُ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِدُ وَالْمُؤْمِ وَلِمُ وَالْمُؤْمِ وَالْمُومِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُوالِمُ وَالْمُوالِمُ الْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُوالْمُوالِمُ الْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُوالِمُ الْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُعِلِمِ وَالْمُؤْمِ وَالْمُؤْمِ وَالْمُوالِمُ والْمُؤْمِ وَالْمُوالِمُ الْمُؤْمِ وَالْمُوالِمِ و المراج سرسرورئ.

### عَرِج مِنْ عَسَاءَة عِلَمَا مِنْ رَمَرُ وَرَوْ مِسْوَرُ وُسْوَرُو وُسْوَرُو

AS 2023-49

وَّسْنَ مُوْسَرُ مُّمِيرٌ: 30 مِنْوَمِوْ 2023 | يَوْسُّ: 311



#### **Committee on Courses**

Committee on Courses (CoC) is a Standing Committee of the Academic Senate responsible for the university's curriculum. CoC is responsible for setting and reviewing policies formatters related to all the courses of the University, except higher degrees. The Committee has oversight of the academic profile of the University. The Committee will make recommendations on procedural matters falling within its brief on behalf of the Academic Senate and will report decisions to the meetings of the Academic Senate. The Committee is charged with the responsibility to consider new course proposals and major revisions and periodically review existing credit-based courses to ensure that the curriculum is consonant with University policies and guidelines of the Maldives Qualification Authority.

#### Composition

The Committee on Courses shall consist of Deputy Vice Chancellor Academic Affairs, Registrar, Quality Controller (as a non-voting member), an Academic Staff from each teaching faculty/centre of the University and Vice President (Academic) of MNUSU. The Dean of the Faculty shall nominate an academic staff member approved by Faculty's Management Committee, taking into consideration the number of years of service to university, knowledge, experience and contribution to curriculum development.

#### **Terms of Reference**

- 1. Review and approve proposals for new and revised courses on behalf of Academic Senate.
- 2. Draft policy and regulations for all courses of study except higher degrees and assessment of students (Including appropriate mechanisms for course approval and regular review of those courses), in terms of level, weighting, assessment and duplication or overlap.
- 3. Establish mechanisms to monitor and evaluate whether Faculties/Centers adhere to the approved curriculum, standards, and policies.

Receive recommendations for termination of courses, and confirm the conditions for such termination, or take other appropriate action in accordance with the published policies.

Develop and publish an up-to date list of CoC approved courses annually.

6. Report on its work to the Academic Senate on a biannual basis.

#### Quorum

The quorum for the CoC to conduct a meeting shall be half of the members including the Chairperson of the committee.

#### **Chairing of Meetings**

The Chairperson of the committee is Deputy Vice Chancellor Academic Affairs, and a deputy Chairperson shall be selected from among the committee members in its first meeting. Chairperson shall chair the meetings if s/he is present. In the absence of the Chairperson, the Vice Chairperson shall take the Chair. In any case if the Chairperson and the Vice Chairperson are unavailable the committee shall elect a chair for that particular meeting.

#### **Number of Meetings and Reporting**

The CoC shall meet at least 6 times during the academic year. A written annual report of the work of the committee during the year just completed shall be submitted to the Academic Senate. In addition, if there are recommendations for action by Academic Senate, they must be presented at the earliest meeting of the Academic Senate.

#### **Duration of the Membership**

The membership of the committee is for 2 years from the date of nomination. Absence without a valid reason for 3 consecutive sessions of CoC may lead to dismissal from the committee.

#### **Approve by Academic Senate**

1<sup>st</sup> Revision: *25 January 2015* 2nd Revision: *11th June 2017* 3rd Revision: *30<sup>th</sup> April 2023* 

