



Student Handbook

**Student Handbook
College of Nursing**

2024–2025



**Ministry of Higher Education and Scientific Research
Al-Mustaqbal University – College of Nursing**

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Quality Assurance Unit



Message from the President of Al-Mustaqbal University

Prof. Dr. Hassan Shakir Majdi



Since its establishment in 2010 under the name *Al-Mustaqbal University College*, Al-Mustaqbal University has diligently worked to become one of the leading and distinguished universities, serving as a scientific and cultural beacon that plays a vital role in preparing specialized scientific cadres capable of contributing to building and advancing a modern Iraq, and preparing a promising generation that enjoys a secure and dignified life.

The University aspires to rank among the top universities—not only at the national level, but also regionally and globally. Over the years, Al-Mustaqbal University has developed to include **nine colleges**:

- College of Pharmacy
- College of Dentistry
- College of Nursing
- College of Engineering and Engineering Technologies
- College of Law
- College of Administrative Sciences
- College of Arts and Humanities
- College of Medical and Health Technologies and Sciences
- College of Physical Education and Sports Sciences

These colleges comprise **22 academic departments** covering a wide range of scientific, humanistic, medical, and engineering disciplines.

Over the past ten years at its current location, the university's infrastructure has witnessed both horizontal and vertical architectural development. Numerous multi-story buildings have been constructed, housing some of the best lecture halls of varying sizes, medical laboratories, clinics, student clubs, and libraries. We have established a modern university environment that meets the needs of contemporary education and provides a conducive academic atmosphere—making the university a hub for students from neighboring provinces.



The university has achieved significant scientific progress and now leads in several areas, including **international rankings and scientific research**. But our achievements go beyond that—Al-Mustaqbal University has played a crucial role in **sustainable development**, serving dozens of underprivileged families within and outside the Babylon Governorate. The university has also made a broad and meaningful contribution to volunteer campaigns and student activities, excelling in these areas and earning **first place among private universities and colleges**.

As for our students, they have always been our primary concern and focus. They are the **fruit of the university's efforts** and the measure of its success. We have worked tirelessly to improve their academic performance and develop their abilities. In fact, several students were sent on academic missions to reputable regional and international universities to broaden their knowledge, gain practical experience, and benefit from global expertise.

In conclusion, I affirm that Al-Mustaqbal University is firmly committed to achieving the highest results in all scientific, academic, and research fields. We continue to evolve in serving Iraqi society and aspire to attain the highest goals in all areas that contribute to the advancement of science—graduating students who embody the true essence of knowledge and are well equipped to work across all sectors of the state.

**With God's guidance and success,
President of Al-Mustaqbal University**

Message from the Dean of the College of Nursing

Prof. Dr. Saadya Hadi Humade

In the name of Allah, the Most Gracious, the Most Merciful

The College of Nursing was established on **December 20, 2020**, and it is one of the constituent colleges of **Al-Mustaqbal University College**. The college is dedicated to preparing distinguished graduates in nursing skills and competencies. Its primary role is to equip students with essential and applied nursing knowledge at the bachelor's level—forming a foundation for nursing leadership that aligns with international standards. This is achieved through the delivery of accredited academic courses and specialized scientific research in the field of nursing.

Given the importance of nursing education in supporting healthcare services in Iraq and the graduate's ability to make critical decisions related to nursing practice, our main goal at the college is to create a supportive and dynamic learning environment. We strive to offer active and effective higher education that aligns with **national and international quality standards**. This ensures that our graduates meet the needs of the job market with high levels of competence.

Wishing everyone success and prosperity,

**Prof. Dr. Saadya Hadi Humade
Dean of the College of Nursing**



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About the College of Nursing

The College of Nursing at Almustaqbal University was established in April 2023 by Ministerial Order No. (T H A/K 5139), dated 16/4/2023. It is an extension of the Nursing Department, which was originally established by Order No. (7/35/1891), dated 20/11/2020. The department began its academic activities in the 2020–2021 academic year. The college grants a **Bachelor of Science in Nursing (BSN)** degree.

The College of Nursing is considered one of the key colleges within the medical and health sciences group. It admits students who have completed secondary education (scientific and biological branches), in addition to a specified percentage of graduates from nursing preparatory schools.

The college provides a specialized teaching staff, academic classrooms, and dedicated nursing laboratories, including the *Fundamentals of Nursing and General Skills Lab*, the *Adult Nursing Lab*, and the *Maternal and Neonatal Health Nursing Lab*, in addition to other laboratories in basic sciences.

College Name	College of Nursing – Almustaqbal University
College Type	Private College
Address	Location: Iraq – Babylon – Hillah City / Opposite to the University of Babylon
Email Address	Email: nursing.college@uomus.edu.iq
Date of Establishment	The college was established based on the Ministerial Order issued by the Ministry of Higher Education and Scientific Research, under Order No. (7/35/1891), dated 20/11/2020.
Language of Instruction	English
Duration of Study	Four years
Degree Awarded	Degree Awarded: Bachelor of Science in Nursing (BSc in Nursing)



College of Nursing Aspirations

The aspirations of the College of Nursing at Al-Mustaqbal University are embodied in its vision, mission, values, and goals.

Vision

Towards a competitive college in nursing education, scientific research, and community service.

Mission

To supply the labor market with highly competent nurses capable of innovation, leadership, and excellence through structured planning and the establishment of partnerships with leading local and international institutions in sustainable development and distinguished scientific research. This is achieved by applying the principles of quality and academic standards in modern teaching and learning.

Goals

1. Implement and review the college's strategic plan in alignment with its vision and mission.
2. Advance distinguished nursing education to provide high-quality nursing care to individuals, families, and communities.
3. Support and promote outstanding scientific research and apply its outcomes to benefit society and state institutions.
4. Apply the principles of total quality management and sustainable development in the health and nursing sectors.
5. Serve and develop students and academic staff in alignment with the college's vision and mission.



6. Introduce specialized nursing programs at both undergraduate and postgraduate levels.
7. Optimize the use of financial and human resources and strive for self-sufficiency.
8. Pursue local and international partnerships in all fields to enhance the university as a whole and the college in particular.

Values

The College of Nursing is committed to achieving the following values:

- **Integrity** – Strict adherence to ethical, moral, and professional standards.
- **Inspiration** – Encouraging and guiding others to achieve their professional dreams.
- **Compassionate Care** – Acting with empathy and delivering person-centered care.
- **Excellence** – Striving for the highest standards in teaching, practice, and research.
- **Respect** – Promoting diversity and inclusion through a civil and healthy learning and work environment.
- **Justice** – Ensuring non-discrimination in providing healthcare services.
- **Well-being** – Maximizing wellness across various health conditions.

College Council Members

College of Nursing Council

No.	Name	Position	Role in the Council
1	Prof. Dr. Saadya Hadi Humade	Dean of the College	Chairperson
2	Asst. Prof. Dr. Ruaa Majid Mohammed	Assistant Dean for Administrative Affairs	Member
3	Asst. Prof. Dr. Ismail Mohammed Kadhim	Faculty Member	Member
4	Asst. Prof. Dr. Mahdi Hamza Mandhour	Faculty Member	Member
5	Asst. Prof. Dr. Mahdi Saleh Hadi	Faculty Representative	Member



Academic Curriculum for All Levels ❖

Credit Hours		Course Title	Course Code	Academic Level
Practical	Theory			
6	4	Fundamental of Nursing I	MU0811101	First Academic Year/1st Semester
2	3	Human Anatomy for Nursing	MU0811102	
2	3	Biochemistry for Nurses	MU0811103	
0	1	Computer science I	MU0811104	
-	2	Code of ethics	MU0811105	
12	4	Fundamental of Nursing II	MU0811201	First Academic Year/2nd Semester
2	3	Physiology for nursing	MU0811202	
-	2	Medical terminology	MU0811203	
2	1	Computer science II	MU0811204	
2	1	English I	MU0811205	
12	4	Adults Nursing I	MU0812101	Second Academic Year/1st Semester
2	2	Health Assessment	MU0812102	
2	2	Microbiology for Nurses I	MU0812103	
-	2	Pharmacology for Nurses I	MU0812104	
2	1	Computer Science III	MU0812105	
12	4	Adults Nursing II	MU0812201	Second Academic Year/2nd Semester
-	2	Pathophysiology for Nurses	MU0812202	
2	2	Microbiology for Nurses II	MU0812203	
-	2	Pharmacology for Nurses II	MU0812204	
2	1	Computer science VI	MU0812205	
2	1	English II	MU0812206	
120		Preceptorship (summer training)	MU0812207	
14	3	Maternal and neonate nursing	MU0813101	Third Academic year/1st Semester
-	2	Research methods in nursing	MU0813102	
-	2	Health sociology	MU0813103	
-	1	Human rights	MU0813104	
-	2	Nutrition and diet therapy	MU0813105	



14	3	Pediatric nursing	MU0813201	Third Academic year/ 2nd Semester
-	2	Biostatistics	MU0813202	
6	3	Human growth and development	MU0813203	
-	1	democracy	MU0813204	
2	1	English part III	MU0813205	
		Summer clinical training	MU0813206	
12	3	Family and Community Health Nursing	MU0814101	Fourth Year / Semester I
3	2	Nursing Management and Leadership	MU0814102	
0	2	Professional Perspectives and Issues in Nursing	MU0814103	
3	0	Research Project	MU0814104	
0	2	Health promotion	MU0814105	
0	2	Epidemiology	MU0814106	
0	1	Arabic Language for Nursing I	MU0814107	
12	3	Mental Health and Illness	MU0814201	Fourth Year / Semester II
9	3	Critical Care Nursing	MU0814202	
0	2	Health Psychology for Nurses	MU0814203	
3	0	Research Project	MU0814204	
0	1	Arabic Language for Nursing II	MU0814205	
2	1	English Part III	MU0814206	

Admission to the College

1. General Admission Requirements for the College of Nursing

- The applicant must be a graduate of the scientific and biological branches of secondary education or nursing secondary school with a minimum acceptance score of 70 for morning studies and 65 for evening studies.
- Original required documents must be submitted in accordance with the conditions, including the official secondary school certificate containing grades, authenticated by the Directorate of Education within one week from the application date; otherwise, the admission is canceled.
- If it is proven that the information or documents submitted by the student are deliberately false, their admission will be canceled and their registration will be erased at any stage of study.
- Students applying for admission will be granted the same advantage provided by the Ministry of Higher Education and Scientific Research for students who have studied an additional language in secondary school, which is an added 16% of the grade obtained in the additional language subject.
- The top student of each department is exempted from tuition fees for the following academic year.



Study Duration

- The duration of study at the college is four years, comprising eight semesters.

Tuition Fees

- The tuition fee is three million five hundred thousand Iraqi dinars.

Financial Discounts

- Discounts apply to children of faculty members, siblings, children of martyrs, the needy, low-income families, and some scattered scholarships as follows:

Beneficiary Category	Discount Percentage
Siblings	10%
Martyrs	50%
Needy	15%
Children of Faculty	10%

Job Description for Graduates of the College of Nursing

Graduates are qualified to:

1. Take patient medical history and symptoms.
2. Administer medications and treatments.
3. Develop patient care plans, monitor patients, and record observations.
4. Consult and collaborate with doctors and other healthcare specialists.
5. Operate and monitor medical equipment, prepare tools, perform diagnostics, and analyze results.
6. Educate patients and their families on disease or injury management.
7. Explain home care instructions following treatment.

Employment Opportunities for Graduates

Graduates can work in therapeutic and rehabilitation sectors in government or private hospitals, as well as rehabilitation and physiotherapy centers for accident victims or neurological diseases. They can also work in preventive healthcare in various organizations and sub-systems, including:

1. Maternal and child health centers.
2. Family planning centers.
3. Training and health education centers for employees and the public.
4. The educational sector, including nursing educational organizations such as:



- College of Nursing
- Technical health institutes
- Technical nursing institutes

Required Documents for Registration

Accepted students must submit the following:

1. Original secondary school certificate, authenticated by the Directorate of Education in the governorate, or original alternative documents, officially certified by April 18, 2025. A written pledge must be submitted to the college registration office, otherwise, admission will be canceled.
2. A guarantor's warranty according to a form prepared by the university's legal affairs department, including clauses holding the student responsible for maintaining state property and avoiding damage; otherwise, fines apply.
3. Colored copies of Iraqi nationality certificate and civil status ID or unified national card.
4. Three recent photographs.
5. A medical examination form according to Health Fitness System No. 5 of 1992 and related conditions:
 - Students will not be registered without submitting the original medical form.
 - Results are reviewed by the admitting department; if the student is unfit for the chosen study, the admission is adjusted accordingly.
 - The student may appeal medical examination results through the Ministry of Health's appeal committee.

Student ID

At the beginning of his or her studies, each student is issued an ID valid for two academic years, renewable until graduation, after which the ID is collected.

Transfers between Colleges

Transfer regulations between colleges in Iraqi universities vary annually, considering student interests and facilitating study close to their residence to reduce difficulties. The Ministry sets regulations and mechanisms categorizing eligible students for transfers.

Re-nomination



An advantage granted to first-year students who cannot continue their current specialty due to postponement or failure, allowing them to be reassigned to a different specialty near their residence under Ministry supervision, based on their preference and admission scores.

Attendance and Absences

- Distance learning is not allowed; students must attend daily and achieve at least 90% attendance across all theoretical and practical subjects.
- The academic year consists of two semesters, each lasting 15 weeks, with ongoing exams.
- Absences exceeding 10% in any subject without a valid excuse results in failing that subject.
- Absences up to 15% with an official excuse accepted by the college council may be justified; beyond that, failure applies.
- Attendance is monitored by the college registration in coordination with instructors.

Academic Postponement

Students unable to continue attendance for any reason may apply to postpone their studies for the next academic year with documented justification, subject to approval by college councils.

Summer Training

Summer training is a required component (except for the first academic year) to develop practical skills and apply theoretical knowledge, supervised by academic staff, lasting 30 days per stage.

Libraries

Students have access to two central libraries: the university central library and the medical group library. Students can borrow up to two books for one week (renewable once) by submitting a request and showing their student ID. Both physical and virtual libraries and video lecture repositories are available.

Extracurricular Activities

Students can participate in sports activities through the college's indoor and outdoor facilities. Annual tournaments are organized. The college also arranges recreational and academic trips, literary forums, and art exhibitions.



Student Discipline Regulations

As per Ministry of Higher Education instructions No. 160 of 2007:

Article 1: Students must

- Comply with all university and ministry regulations.
- Avoid offending religious beliefs, national unity, or provoking sectarian or ethnic conflicts.
- Refrain from damaging the ministry's reputation.
- Maintain respectful behavior towards administration, faculty, staff, and peers.
- Adhere to high discipline, as it affects future employment and scholarship opportunities.
- Avoid actions that disrupt campus peace.
- Protect university property.
- Follow the study schedule and dress code if applicable.
- Avoid political or sectarian propaganda on campus.

Article 2: Warning penalties apply for

- Dress code violations.
- Disrespectful conduct towards fellow students.

Article 3: Official warnings apply for

- Repeat offenses after warning.
- Disruptions of campus peace.

Article 4: Suspension for 30 days applies for

- Repeat offenses after warnings.
- Insulting non-faculty staff.
- Defamation of faculty members.
- Posting inappropriate materials on campus.

Article 5: Temporary suspension up to one academic year applies for

- Repeated serious offenses.
- Inciting sectarian or political groups.
- Assault on non-faculty staff.
- Use or threat of violence or weapons on campus.
- Property damage.
- Offending national unity or religious beliefs.
- Defamation of faculty members.
- Disrupting studies.
- Fraud against students or staff.



Article 6: Permanent dismissal applies for

- Repeated offenses after suspension.
- Assault on faculty members.
- Immoral acts.
- Submission or incitement of forged documents.
- Serious security breaches on campus.
- Criminal convictions with sentences exceeding one year.

Teaching System

- The college uses a semester system, each semester lasting 15 weeks, including mid-term and final exams, plus surprise quizzes.

Exam Instructions

1. Students must verify exam dates and arrive at least 15 minutes early.
2. University ID is mandatory for exam entry.
3. Late entry is not permitted after 25% of exam time has passed.
4. Students may not leave the exam room before half the time has elapsed.
5. Bringing unauthorized materials is prohibited; allowed materials must be approved.
6. Mobile phones are strictly forbidden; possession is considered cheating.
7. Students must bring their own writing tools; sharing is not allowed.
8. No communication among students during exams.
9. No looking at others' papers.
10. Disruptive behavior leads to immediate removal.
11. Cheating leads to immediate exam termination and referral to disciplinary committees.

Exam Regulations Highlights (Instruction No. 134 of 2000 and Amendments)

- Minimum passing grade is 50%.
- Students failing up to half of the subjects may retake exams in the second round.
- Failing students must repeat all failed and “acceptable” graded subjects.
- Students are exempt from discontinued subjects but must take new ones, provided it does not promote them prematurely.
- Passing students carrying failed subjects from lower levels continue to the next level but must pass the failed subjects later.
- Students failing more than 10% absence without excuse or 15% with excuse fail the subject.



- Students may take second round exams if absent in the first for valid reasons such as illness, death of a close relative, accidents, or sudden detention.
- Practical subjects without final exams are excluded from second round exams.
- Second round exams cannot be postponed.
- A penalty of 10 marks is deducted from the final grade if passing in the second round except for “acceptable” grades (50%).
- GPA calculation considers credit hours; theoretical and practical hours have a conversion factor (2 practical hours = 1 theoretical hour).
- Graduation ranking weights each year differently (Year 1: 10%, Year 2: 20%, Year 3: 30%, Year 4: 40%).
- Grades scale:
 - Excellent: 90-100
 - Very Good: 80-89
 - Good: 70-79
 - Average: 60-69
 - Acceptable: 50-59
 - Fail: below 50

Termination of Student Relationship with the College

- Failing two consecutive years in the same level.
- Exceeding one and a half times the official study duration, excluding postponements and non-failure years (applicable from 2004/2005 admissions).

Cheating Policy

- Any confirmed cheating or attempt results in failure for all subjects that year and possible dismissal for repeat offenses.

Study Postponement

- Students may request a one-year postponement for valid reasons, approved at least 30 days before final exams.
- A second postponement may be granted by the university president upon college recommendation.
- Postponement in the second semester of semester-based programs is only allowed for valid reasons or if the student passed the first semester, counting as a full academic year.