King Abdulaziz University

Deanship of Admission & Registration

Internal Transfer Guide

Between Faculties of King Abdulaziz University

For the Academic Year 1447–1448H

Contents

In the event of any discrepancy between the Arabic version of the current document, and its corresponding English translation, the original Arabic version shall prevail as the official and governing version.

This guide shall be implemented at the end of the second semester of the academic year 1447–1448H for all male and female students.

Internal Transfer Guide

Between Faculties of King Abdulaziz University

This guide shall be implemented at the end of the second semester of the academic year 1447-1448H for all male and female students.

Internal Transfer between Faculties

Male and female students may transfer from one faculty to another in accordance with the Implementing Rules of the Study and Examination Regulations at King Abdulaziz University, the University Academic Calendar, and the conditions set by the faculty transferred to.

General Conditions for Internal Transfer between Faculties

1. The student must have successfully passed all first-year university courses.

2. The student must not have completed more than half of the graduation requirements in the current major.

3. The number of semesters studied or officially withdrawn from must not exceed five semesters.

4. The student must meet the transfer conditions of the faculty transferred to. Preference among eligible applicants shall be based on cumulative GPA. In the event of equal GPAs and full transfer capacity, preference may be determined based on the weighted grades of the faculty's required standard courses (excluding English language courses), provided the number of applicants exceeds the allocated transfer seats by more than 30%.

5. The student must have no disciplinary penalties listed in the academic record.

6. Transfer is permitted only once during the student's period of study at the University.

7. Transfer to health Faculties is restricted to Saudi students, non-Saudi students born to Saudi mothers, or children of Saudi mothers. The percentage allocated for non-Saudi students transferring to other Faculties shall not exceed 10% of internal transfer seats.

8. Diploma program students are not eligible to compete for or transfer to bachelor's programs.

9. Transfer applications must be submitted within the period specified in the University Academic Calendar through the electronic academic system.

10. The student must undertake to complete the study plan of the faculty transferred to, and fulfill prerequisite requirements before enrolling in major courses. Academic specialization shall be assigned according to the specialization criteria of the faculty transferred to and after completing the required courses.

Academic Tracks

Health Faculties

- Faculty of Medicine
- Faculty of Dentistry
- Faculty of Nursing
- Faculty of Applied Medical Sciences
- Faculty of Pharmacy
- Faculty of Medical Rehabilitation Sciences

Scientific Faculties

- Faculty of Engineering
- Faculty of Architecture and Planning
- Faculty of Sciences
- Faculty of Marine Sciences
- Faculty of Human Sciences and Design (Scientific Tracks)
- Faculty of Maritime Studies
- Faculty of Computing and Information Technology
- Faculty of Environmental Sciences
- Faculty of Earth Sciences

Administrative and Humanities Faculties

- Faculty of Law
- Faculty of Tourism
- Faculty of Human Sciences and Design (Literary Tracks)
- Faculty of Economics and Administration
- Faculty of Communication and Media
- Faculty of Arts and Humanities

University Faculties

Faculty	Minimum Cumulative GPA (out of 5.0)	Eligible Academic Tracks for Transfer	Special Faculty Requirements	Minimum Required Grade
Faculty of Medicine*	4.5	Health Faculties	BIO112	90
			CHEM112	
			ELIH110	
			ELIH120	
Faculty of Dentistry*	4.5	Health Faculties	Weighted grades in BIO112, CHEM112, PHYS112	90
			Weighted ELIH courses	
Faculty of Pharmacy*	4.25	Health Faculties	BIO112	85
			CHEM112	
			Weighted ELIH courses	
Faculty of Nursing* (from Health Faculties)	3.5	Health Faculties	Weighted BIO112 & CHEM112	80
			Weighted ELIH courses	
Faculty of Nursing* (from Non-Health Faculties)	4.5	Some Scientific Faculties (Computing & IT, Engineering, Sciences) – Priority to Health Faculties	Weighted BIO110 & CHEM110	80
			Weighted ELIS courses or equivalent	
Faculty of Medical Rehabilitation Sciences* (from Health Faculties)	3.5	Health Faculties	Weighted BIO112, CHEM112 & PHYS112	75
			Weighted ELIH courses	

Faculty	Minimum Cumulative GPA (out of 5.0)	Eligible Academic Tracks for Transfer	Special Faculty Requirements	Minimum Required Grade
Faculty of Medical Rehabilitation Sciences* (from Non-Health Faculties)	4.5	Some Scientific Faculties (Computing & IT, Engineering, Sciences) – Priority to Health Faculties	Weighted BIO110, CHEM110 & PHYS110	85
			Weighted ELIS courses or equivalent	85
Faculty of Applied Medical Sciences* (from Health Faculties)	3.5	Health Faculties	Weighted BIO112, CHEM112 & PHYS112	75
			Weighted ELIH courses	
Faculty of Applied Medical Sciences* (from Non-Health Faculties)	4	Some Scientific Faculties (Computing & IT, Engineering, Sciences) – Priority to Health Faculties	Weighted BIO110, CHEM110 & PHYS110	80
			Weighted ELIS courses or equivalent	
Faculty of Engineering	4	Health & Scientific Faculties	MATH 110 or 112 or 202	90
			PHYS 110 or 112 or 202	
			Weighted ELIS courses or equivalent	
			Pass: CPIT110, BIO110, CHEM110 & STAT110	
Faculty of Computing & Information Technology	3.75	Health & Scientific Faculties	Weighted CPIT110 & MATH 110 or 112	90
			Weighted ELIS courses or equivalent	90
			Pass: PHYS110, BIO110, CHEM110 & STAT110	
Faculty of Architecture & Planning	3.5	Health & Scientific Faculties	Pass: ELIS 110 & 120, CPIT110, PHYS110, MATH110 & STAT110	

Faculty	Minimum Cumulative GPA (out of 5.0)	Eligible Academic Tracks for Transfer	Special Faculty Requirements	Minimum Required Grade
Faculty of Economics & Administration	3.75	Health & Scientific Faculties	Weighted ELIS courses or equivalent	80
			Pass: MATH 110 or 112, STAT 110 or 112 & CPIT110	
Faculty of Maritime Studies*	4.5	Health & Scientific Faculties	MATH 110 or 112 or 202 or 206	80
			PHYS 110 or 112 or 202	80
			Weighted ELIS courses or equivalent	80
Faculty of Sciences	3	Health & Scientific Faculties	-	-
Faculty of Earth Sciences	3.75	Health & Scientific Faculties	Weighted ELIS courses or equivalent	80
Faculty of Marine Sciences*	3	Health & Scientific Faculties	-	-
Faculty of Environmental Sciences	3.75	Health & Scientific Faculties	-	-
Faculty of Law	3.75	Health, Scientific, Administrative & Humanities Faculties	-	-
Faculty of Tourism	3.75	Health, Scientific, Administrative & Humanities Faculties	Weighted ELIA courses or equivalent	80
Faculty of Arts & Humanities	3.5	Health, Scientific, Administrative & Humanities Faculties	-	-
Faculty of Communication & Media	3.75	Health, Scientific, Administrative & Humanities Faculties	-	-
Faculty of Human Sciences & Design (Scientific Track)	3.75	Health & Scientific Faculties	Weighted English courses	75
Faculty of Human Sciences & Design (Literary Track)	3.75	Health, Scientific, Administrative & Humanities Faculties		

Application Mechanism for Internal Transfer between Faculties

Applications are submitted through the electronic academic system portal. Students may modify or reorder preferences until the final day announced in the academic calendar. Results are announced after automated ranking based on conditions and seat availability determined by the faculty transferred to. Students must verify completion of the transfer through the academic portal after results are issued.

Course Calculation and Equivalency

All previously studied courses shall remain recorded in the student's academic transcript, including grades and semester and cumulative GPAs throughout the period of study at the University.

A student may lose certain credit hours if the completed courses are not included in, equivalent to, or approved for equivalency within the curriculum of the new major by the relevant academic department.

> ⚠️ **Internal transfer is conducted annually during the second semester in accordance with the stated conditions in this Guide.**

> ⚠️ *** Some Faculties require additional confirmation procedures, including:**
> - **Personal interview (Faculty of Medicine, Faculty of Dentistry).**
> - **Medical fitness requirement (all health Faculties).**
> - **Passing the DAT (Dental Admission Test) – Faculty of Dentistry.**
> - **No sea phobia (Faculty of Marine Sciences and Faculty of Maritime Studies).**
> - **Faculty of Human Sciences and Design: Passing Interview for Early Childhood major and Skills test and portfolio submission for Interior Design and Furniture major.**

> ⚠️ **Faculties that require a weighted score in English language courses — excluding ELIH courses — may accept an IELTS or TOEFL test score in accordance with the exemption system followed by the English Language Institute.**

> ⚠️ **Faculties that require passing certain courses, where such courses are not included in the student's current study plan, allow students to register for them provided that the other conditions of the receiving faculty are met and that the student's cumulative GPA does not fall below 4.75 after completing first-year courses.**

English Language Exemption System
for Newly Admitted Students

English Language Exemption System for Newly Admitted Students

The English Language Institute accepts certain standardized tests as proof of English language proficiency for the purpose of exempting students from studying English language courses. These tests include IELTS, TOEFL iBT, and Academic PTE. The Institute requires specific minimum scores for exemption from English language courses in accordance with the different academic tracks, as outlined in the following table:

Institute Courses	IELTS	TOEFL iBT		PTE Academic
	(Minimum Overall Score)	(Minimum Total Score – Old Scale)	(Minimum Total Score – New Scale)	(Minimum Score)
Health Faculties ELIH	5.5 (Academic Test) (Student is exempted from Level 1 only)	51 ((Student is exempted from Level 1 only)	3.5 ((Student is exempted from Level 1 only)	39 ((Student is exempted from Level 1 only)
Scientific Faculties ELIS	5 (Academic Test)	42	3	31
English Language Department ELIE	5 (Academic Test)	42	3	31
Faculty of Communication and Media ELIC	4 (General or Academic Test)	30	2	18
Humanities and Administrative Faculties ELIA	4 (General or Academic Test)	30	2	18
Literary Track ELCA	4 (General or Academic Test)	30	2	18
	A student shall be exempted from studying **ELCA English language courses** if he or she obtains a score equivalent to Level 2A or higher in the English Cambridge Placement Test (CEPT) or any other placement test approved by the English Language Institute.			

Exemption requests are submitted to the English Language Institute through the electronic request system (ers.kau.edu.sa) by selecting: English Language Equivalency Request.