



الكلية التقنية العالمية بمحائل عسير
International Technical College at Maha'el Asseer

المشغل
Operated By



STUDENT GUIDE

Associate Diploma and Diploma
Electrical Technology

Foundation

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ENGLISH	INFORMATION TECHNOLOGY	BASIC SKILLS
Foundation English CEFR (A1)	Module 1: Using the computer and managing files Module 2: Information and communication using Internet Explorer	Introductory projects Math projects Technology projects VT introduction
ISLAMIC WORK ETHICS		
Islamic values Problem solving Leadership Time management Organizational skills Team working		

Progression criteria

- Average GPA over 60%

External assessments

- Assessments: English (PET)*, IT (CIT: Modules 1 and 2)
- Eligibility criteria: minimum attendance of 60% and attend all internal assessments

* Upon student performance and readiness for the exam

Level 1 – Associate Diploma in Electrical Technology

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ENGLISH	INFORMATION TECHNOLOGY	
Electrical related English Preparation for PET (CEFR A1+)	Module 3: Word processing using Microsoft Word Module 4: Spreadsheets using Microsoft Excel	
ELECTRICAL FUNDAMENTALS	ELECTRICAL INSTRUMENTALS	EMPLOYABILITY
Unit 01: Understand direct current principles	Unit 05: Occupational health and safety	Unit E01: Understand self- management skills

Progression criteria

- Average GPA over 60%
- Portfolio completed

External assessments

- Assessments: English (PET), IT (CIT: Modules 3 and 4)
- Eligibility criteria: minimum attendance of 60% and attend all internal assessments

Level 2 – Associate Diploma in Electrical Technology

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ELECTRICAL FUNDAMENTALS	ELECTRICAL INSTRUMENTALS	EMPLOYABILITY
Unit 06: Understand alternating current principles Unit 08: Select low voltage wiring and cabling	Unit 03: Repair electrical components and equipment Unit 07: Understand low voltage apparatus and circuitry	Unit E02: Understand how to work as a member of a team
ENGLISH		
Electrical related English Preparation for PET (CEFR A2)		

Progression criteria

- Average GPA over 60%
- Portfolio completed

External assessments

- Assessments: English (PET)
- Eligibility criteria: minimum attendance of 60% and attend all internal assessments

Level 3 – Associate Diploma in Electrical Technology

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ELECTRICAL PRACTICAL	ELECTRICAL FUNDAMENTALS	ELECTRICAL INSTRUMENTALS
Unit 04: Install security systems Unit 09: Electrical control circuits	Unit 10: Electrical power systems and electromagnetic devices	Unit 02: Industry drawings, documents and standards
ENGLISH	EMPLOYABILITY	
Electrical related English Preparation for CBT Preparation for PET (CEFR A2+)	Unit E03: Understand work and career progression	

Progression criteria

- Average GPA over 60%
- Portfolio completed
- Pass Capstone and CBT
- PET (CEFR A2)

External assessments

- Assessments: English (PET), Electrical Technology (Capstone/CBT/Portfolio)
- Eligibility criteria: minimum attendance of 60%, attend all internal assessments and complete portfolio

On job training

- 200 OJT hours at the end of the qualification
- If available, dual mode (lessons and OJT along the term) will be offered to the students

Level 4 – Diploma in Electrical Technology

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ELECTRICAL PRACTICAL	ELECTRICAL FUNDAMENTALS	ELECTRICAL INSTRUMENTALS
Unit 13: Install control panel equipment Unit 15: Repair faults in low voltage electrical apparatus and circuits	Unit 11: Install low voltage systems	Unit 12: Understand low voltage machines Unit 16: Verify compliance of low voltage systems
ENGLISH	EMPLOYABILITY	
Electrical related English Preparation for PET (CEFR B1)	Unit E04: Demonstrate self-management skills Unit E05: Work as a member of a team	

Progression criteria

- Average GPA over 60%
- Portfolio completed

External assessments

- Assessments: English (PET)
- Eligibility criteria: minimum attendance of 60% and attend all internal assessments

Level 5 – Diploma in Electrical Technology

Planning

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Foundation	Level 1	Level 2	Level 3	Level 4	Level 5

Subjects

ELECTRICAL PRACTICAL	ELECTRICAL FUNDAMENTALS	ELECTRICAL INSTRUMENTALS
Unit 17: Install medium voltage control gear and switchgear Unit 19: Install wiring for multiple access Unit 20: Install performance data communication copper cabling	Unit 18: Prepare for general electrical installations	Unit 14: Apply preventive maintenance
ENGLISH	EMPLOYABILITY	
Electrical related English Preparation for CBT Preparation for PET (CEFR B1+)	Unit E06: Demonstrate work and career progression skills	

Progression criteria

- Average GPA over 60%
- Portfolio completed
- Pass Capstone and CBT
- PET (CEFR B1)

External assessments

- Assessments: English (PET), Electrical Technology (Capstone/CBT/Portfolio)
- Eligibility criteria: minimum attendance of 60%, attend all internal assessments and complete portfolio

On job training

- 200 OJT hours at the end of the qualification
- If available, dual mode (lessons and OJT along the term) will be offered to the students

Student support



STUDENT SERVICES

Different services are offered at our College. Check the College timetables, regulations and activities schedule at the Student Affairs office.

- Learning Resources Centre
- Library
- Cafeteria
- Sport facilities

COLLEGE ACTIVITIES

Professional, cultural and sport activities are held each term at the College. Check the College boards for more information and news.

- Workshops
- Sport activities
- Reading club
- Football championship

COUNSELLING AND ORIENTATION

Your class tutor, the Counselling Department and the Student Affairs office will support you with educational, academic and professional orientation.

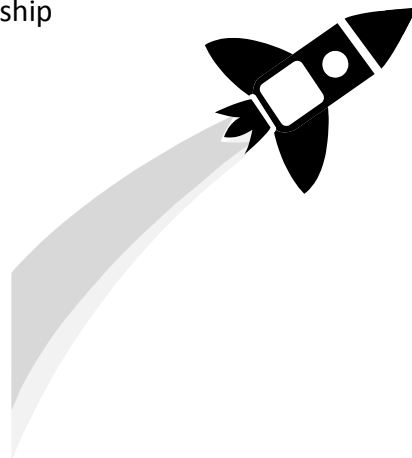
- Individual counselling
- Tutor and counsellor support
- Vocational orientation
- Career orientation



MONDRAGON AWARDS

Awards for the best students to encourage the relationship with Mondragon environment. You can collect the awards regulations from the Student Affairs office.

- Best attendance
- Best performance



College Regulations

Students are expected to show respect at all times for teachers, other school staff and all other people working in the College as well as fulfil the College regulations.

Students must:

- Comply with all the College policies
- Respect all students and members of staff
- Be punctual for all lessons
- Participate in all classroom activities
- Have their classroom neat and tidy
- Wear the College uniform
- Wear their student ID card

Students must not:

- Misuse their mobile phones in the classroom
- Eat or drink in the classroom or laboratories
- Wear rings, necklaces, bracelets and other kinds of jewellery in the laboratories
- Smoke inside any of the buildings
- Engage in behaviour that infringes the safety and rights of others

ATTENDANCE AND ABSENCES

Authorised absences:

- Justified medical absences
- Justified family absences
- Other justified absences: court, special cases

Non-Authorised absences:

- Performing Hajj or Umra
- Prayer times
- Short-term illnesses

DISCIPLINARY PROCESS

Minor misconducts:

- Suspension up to 2 days
- Suspension from extracurricular activities
- Cost reimbursement
- Counselling

Serious misconducts:

- Suspension up to 5 days
 - Warning letters
 - Meeting with parents
 - Dismissal
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