

## **Basic information about Hamadan University of Medical Sciences, School of Dentistry, The City of Hamadan**

Hamedan province is located in an area of 19493 square kilometers in the west of Iran. The center of this province is the ancient city of Hamedan, where Herodotus commemorates its construction in the 8th century BC during the Medes. The Medes called the city Hegmataneh, and Hamedan is a new Hegmataneh face. Today Hamedan is known as the capital of Iranian and civilization. Hamedan province is the 24th largest province in terms of its population. Hamedan is one of the centers of the tourism and artistic industry of the country, both in terms of cultural heritage and history as well as in the field of tourism.

Hamadan University of Medical Sciences was founded in March 1972 as a joint program between Iran and France under the name of the Bouali Sina University. In 1986, the present university was established under the supervision of the ministry of Health. In 1993, Health and Treatment Organization joined to the Medical University and covered all health, treatment, education, research, development and human resource affairs under a same authority and make this university the main provider of health services in the province. The main mission of this university is to train the healthcare specialists and human resources, and to establish and equip health provider services at various levels, including health houses, urban and rural health centers, hospitals, clinics and research centers. Hamedan University of Medical Sciences currently has 6339 students in more than seventy undergraduate and graduate programs, including Associate degrees, Bachelor of Sciences, Masters, PhD and the Specialties programs. There are 445 academic members. This university is established in an educational area of 44241 square meters with a standard campus in the beautiful hillside of Alvand Mountain and the honored city of Avicenna.

The first step towards the formation of the Hamedan School of Dentistry was taken in 1987 with the establishment of the oral health worker training center. Students were selected by the National university entry exam and after passing 166 theoretical and practical units and graduation; they have been sent to rural health centers to provide primary dental care. During the

course of the study, they received the necessary training in the fields of oral diseases, radiology, complete prosthetics, repair, pediatrics, surgery and periodontal disease. By changing the policies of the ministry of Health; this training center changed to “Hamedan faculty of dentistry”. The faculty started to accept students from September 1991 with a capacity of 35 students. The former faculty with an educational space of about 3200 square meters was designed to provide educational services to dental health workers, therefore it was physically severely restricted to students with a PhD level. In 1997, a building was made on the campus by the Nematzadeh brothers and was donated to the faculty, with an area of 1250 square meters in 2.5 floors, which itself overcame many of the physical area problems. Nowadays, the new faculty of dentistry with a training area of 6650 square meters is located in the southwest of Hamedan in the university main campus.

## Hamadan University of Dentistry Sciences

*Rector:*

***Assoc.Prof. MD. Mohhamad Mahdi Majzobi, Spec.ID***

*Vice-Rectors:*

***Assoc. Prof.MD. Hossein Emad Momtaz,*** (education)  
***Spec.PD. NEP.***

***Prof. Reza Shokoohi, PhD*** (research &  
technology)

***Asst. Prof. Mahdi Ramezani, PhD*** (international  
relations)

***Asst. Prof. MD Ali reza Fazaeli,Spec. RHU.*** (Student affairs)

***Dr. Babak Yousefi, MD.*** (development)

*Director of University Education:*

***Asst. Prof. Seyed Mohammad Sadegh Hosseini, PhD***

*Vice chancellor of international Branch:*

***Assoc. Prof. PharmDr. Davoud Ahmadimoghaddam, Ph.D***

### **Office of International Affairs**

Hamadan University of Medical Sciences

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## **SCHOOL OF DENTISTRY**

*Dean:*

***Asst. Prof. Dr. Ebrahim Yarmohammadi***

*Vice chancellor for education and research:*

***Asst. Prof. Dr. Abbas Shokri Maree***

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### **Outline of the structure of the School of Dentistry**

**Faculty Educational Council and Faculty Research Council  
(the Dean, Vice-Deans, Head of Departments)**

## **Departments and Other Sections of the School:**

Department of Oral Pathology

Department of Orthodontic

Department of Endodontics

Department of Oral and Dental Diseases

Department of Dental Prostheses

Department of Periodontology

Department of Restorative

Department of Oral and Maxillofacial Surgery

Department of Pediatric Dentistry

Department of Oral and Maxillofacial Radiology

Department of Department of Social Dentistry and Oral Health

Scientific Information Center

Computer Center

Garden of Medicinal Plants

Section of Physical Education and Sports

## **Schedule of the Academic Year 2022/2023**

- The academic year 2022/2023 begins on 10<sup>th</sup> September 2022 and ends on 4<sup>th</sup> January 2023.
- The enrolment of the 1<sup>st</sup> year students involving basic information (introduction to studies) take place on 3<sup>rd</sup> and 4<sup>th</sup> September 2022.
- The enrolment of the 2<sup>nd</sup> and to 5<sup>th</sup> year students take place on 3<sup>rd</sup> to 8<sup>th</sup> September 2022.

### **Winter Semester**

The classes: begin on 10<sup>th</sup> September 2022

Finish on 4<sup>th</sup> January 2023

Examination Period: from 7<sup>th</sup> January to 21<sup>st</sup> January 2023

### **Summer Semester**

The classes: begin on 19<sup>th</sup> January 2023

Finish on 28<sup>th</sup> June 2023

Examination Period: from 7<sup>th</sup> June to 21<sup>st</sup> July 2023

**Study program Dentistry**  
**Recommended Study Plan for the academic year 2021/2022**  
**COMPULSORY SUBJECTS**

1<sup>st</sup> section of study (1<sup>st</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
General English Language	10003000	3					English Language
Theoretical Biochemistry	12140211	4					Biochemistry
Practical Biochemistry	12140220	0	1				Biochemistry
Physical Education I	10004010	0	1				Physical Education
Anatomy I	12140423	3	1				Anatomy
Medical Physics (Biophysics)	12145101	0.5	0.5				Physics
		10.5	3.5				
Total credit	14						





1<sup>st</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department	
	Code No.	Theo.	Prac.	Workshop	Internship			
Specialized English Language I	12146590	1				-	English Language	
Physical Education II	10004020		1			Physical Education I	Physical Education	
Theoretical Physiology	12145720	5				Theo. Biochemistry, Anatomy I	Physiology	
Practical Physiology	12145730	0	1			Theo. Physiology	Physiology	
Oral and Community Health	12145690	1.5	0.5			-	Community-Oriented	
Virology	12145740	1				-	Virology	
Medical Virology and Parasitology	12145630	1				-	Microbiology	
Psychology and Communicative Skills	12145680	2				-	Psychology	
Genetics	12140600	2				-	Genetics	
		13.5	2.5					
Total credit		16						

2<sup>nd</sup> section of study (1<sup>st</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Islamic Revolution	10007010	2				-	Islamic Studies
Persian Language and Literature	10002000	3				-	Persian Language
Nutrition and Oral Health	12146250	1				-	Health
Islamic Thought I	10001030	2				-	Islamic Studies
Practical Bacteriology	12145670	0	1			-	Microbiology
Theoretical Bacteriology	12145660	3				-	Microbiology
Anatomy III	12145710	1	1			Anatomy II	Anatomy
Theoretical Immunology	12145640	2.5				Anatomy I, Theoretical Physiology	Immunology
Practical Immunology	12145650	0.5				Theoretical Immunology	Immunology
Psychiatry	12145980	1				Psychology and Communicative Skills	Psychology
Infection Control	12146720			1		Theoretical Bacteriology	Infection Control
		16	2	1			
Total credit	19						

2<sup>nd</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Theoretical General Pathology	12145610	2.5				Parasitology, Bacteriology, Genetics, Anatomy I, Theo. and Prac. Physiology	Pathology
Practical General Pathology	12145620		0.5			Theoretical General Pathology	Pathology
Specialized English Language II	12146600	1				-	English Language
Clinical Communicative Skills Education	12145680			1		-	Psychology
Computer Application in Dentistry	12146710			1		-	Health
Equipment	12146230			1		-	Equipment
Medical Ethics	12145790			1		-	Ethics
Research Methodology I	12146570			1		Computer Application	Health
Dental Anatomy and Morphology	12145780	0.5	2.5			-	Phantom
Fundamentals of Dental Materials	12146750	1				-	Restorative
		5	3	5			
Total credit		15					

3<sup>rd</sup> section of study (1<sup>st</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Theoretical Oral Surgery I	12146260	1				Local Anesthesia	Surgery
Fundamentals of Restorative Dentistry	12146340	1	2			Dental Anatomy, Fundamentals of Dental Materials, Dental Tissue	Phantom
Diagnostic Dentistry I	12146400	0.5	0.5			Psychology and Communicative Skills	Diagnostic
Theoretical Oral Radiology I	12146520	1				Biophysics, Anatomy and Morphology	Radiology
Pharmacology	12146690	2				-	Pharmacy
Health Sociology	12146890	1				-	Community - Oriented
Emergencies in Dentistry	12146700	0.5	0.5			-	Surgery
Pulp and Periapical Complex	12146730	1				Histology	Endodontics
Oral Pathology I	12145750		1			Practical General Pathology, Anatomy I, Histology	Pathology
Local Anesthesia	12147110	0.5	0.5			-	Surgery
Dental Tissue in Health and Disease	12147100	2				Theoretical Bacteriology	Pathology
		10.5	4.5	0			

Total credit	15		
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3<sup>rd</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Fundamentals of Complete Prosthodontics	12147150	1	2			Anatomy and Morphology , Fundamentals of Dental Materials	Phantom
Fundamentals of Endodontics I	12147070	0.5	1.5			Pulp Complex, Anatomy and Morphology , Histology	Phantom
Practical Oral and Maxillofacial Diseases I	12145950		2			Clinical Communicative Skills Education, Practical Radiology I, Diagnostic Dentistry I	Diagnostic
Practical Oral Surgery I	12146280		1			-	Surgery
Theoretical Restorative Dentistry I	12146350	1				Fundamentals of Restorative Dentistry	Restorative
Diagnostic Dentistry II	12146410	1				Dental Tissue	Diagnostic
Oral Pathology II	12145760		1			Oral Pathology I	Pathology
Theoretical Radiology II	12146530	1				Theoretical Radiology I	Radiology
Practical Oral Radiology I	12146540		1			Theoretical Radiology I	Radiology
Specialized English Languages III	12146610	1				-	English Language

Pain and Pharmacology in Dentistry	12146330			1		General Pharmacology	Surgery
Research Methodology II	12146580			1		Research Methodology I	Health

Course	Credit					Prerequisite	Responsible Department
	Code No.	The o.	Pra c.	Worksh op	Interns hip		
Theoretical Periodontology I	12146150	1				-	Periodontology
Oral and Maxillofacial Traumatology	12147250	1				Theoretical General Pathology	Pathology
Temporomandibular Joint (TMJ)	12147230			1		-	Surgery
		7.5	8.5	3			
Total credit		19					

4<sup>th</sup> section of study (1<sup>st</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Theoretical Orthodontics I	12145800	1				-	Orthodontics
Practical Restorative Dentistry I	12146370		1			Local Anesthesia, Fundamentals of Restorative Dentistry, Infection Control, Dental Materials	Restorative
Theoretical Periodontology II	12146160	1				Theoretical Periodontology I	Periodontology
Fundamentals of Partial Prosthodontics	12147160	1	2			Fundamentals of Complete Prosthodontics, Fundamentals of Restorative Dentistry, Fundamentals of Dental Materials	Phantom
Fundamentals of Endodontics II	12147080	0.5	1.5			Fundamentals of Endodontics I	Phantom
Theoretical Endodontics I	12145890	1				Fundamentals of Endodontics I	Endodontics
Scientific writing and evidence-based dentistry	12146760			1		Research Methodology II	Health



Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Theoretical Social Dentistry and Oral Health I	12146640	1				Psychology and Communicative Skills, Oral Health and Community	Community Oriented
Practical Oral Surgery II	12146290		1			Practical Surgery I	Surgery
Practical Oral Radiology II	12146550		1			Practical Radiology I, Theoretical Radiology II	Radiology
Treatment of Patients with Complete Edentulism	12146040	1				Fundamentals of Complete Prosthodontics	Prosthodontics
Systemic Diseases I	12147120	1				-	Diagnostic
Fundamentals of Dental Fixed Prosthesis	12147170	1	3			Dental Anatomy and Morphology, Fundamentals of Endodontics II, Fundamentals of Dental Materials	Phantom
		8.5	9.5	1			
Total credit			19				

4<sup>th</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Theoretical Orthodontics II	12145810	1				Theoretical Orthodontics I	Orthodontics
Practical Orthodontics I	12145830		1			Theoretical Orthodontics I	Orthodontics
Theoretical Pediatric Dentistry I	12146470	1				Theoretical Endodontics I, Theoretical Restorative Dentistry I, Theoretical Periodontology I, Theoretical Surgery I, Theoretical Radiology I	Pediatric
Theoretical Advanced Dental Prosthesis I	12146130	1				Fundamentals of Partial Prosthesis, Fundamentals of Dental Fixed Prosthesis, Treatment of Patients with Complete Edentulism	Prosthodontics
Practical Periodontology I	12146180		1			Theoretical Periodontology I	Periodontology
Theoretical Restorative Dentistry II	12146360	1				Theoretical Restorative Dentistry I	Restorative
Systemic Diseases II	12147130	1				Systemic Diseases I	Diagnostic
Applied Dental Materials	12147240			1		Fundamentals of Dental Materials	Restorative
Course	Credit					Prerequisite	Responsible

	Code No.	Theo.	Prac.	Workshop	Internship	e	e Department
Practical Oral Surgery III	12146300		2			Practical Surgery II	Surgery
Practical Restorative Dentistry II	12146380		2			Practical Restorative Dentistry I	Restorative
Theoretical Social Dentistry and Oral Health II	12146650	1				Theoretical Community Dentistry I	Community Oriented
Restorative Dentistry III	12146420	2				Histology, Practical Oral and Maxillofacial Diseases I	Diseases
Practical Endodontics I	12145910		2			Fundamentals of Endodontics II, Theoretical Endodontics I	Endodontics
Practical Partial Prosthesis I	12146090		2			Fundamentals of Partial Prosthesis, Theoretical Advanced Dental Prosthesis I	Orthodontics
Psychology in Dentistry	12146950	1				-	Psychology
		9	10	1			
Total credit	20						

5<sup>th</sup> section of study (1<sup>st</sup> semester)

Course	Credit				Prerequisite	Responsible Department	
	Code No.	Theo .	Prac .	Worksho p			Internshi p
Theoretical Orthodontics III	12145820	1				Theoretical Orthodontics II	
Practical Oral and Maxillofacial Diseases II	12145960		1			Practical Oral Diseases I, Systemic Diseases I and II	Prosthodontics
Practical Orthodontics II	12145840	1				Practical Orthodontics I, Theoretical Orthodontics II	Diagnostic
Practical Partial Prosthesis II	12146100		2			Practical Partial Prosthesis I	Orthodontics
Practical Complete Prosthesis I	12146070		2			Fundamentals of Complete Prosthesis	Prosthodontics
Practical Periodontology II	12146190		1			Practical Periodontology I	Prosthodontics
Theoretical Oral Surgery II	12146260	1				Theoretical Surgery I	Surgery
Systemic Diseases III	12147140	0.5	0.5			Systemic Diseases II	Diagnostic
Fundamentals of Optics and Laser in Dentistry	12146980	1				Biophysics	Periodontology

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo	Prac	Worksho p	Internshi p		
Practical Pediatric Dentistry I	12146490		2			Theoretical Pediatric Dentistry I, Practical Endodontics I, Practical Radiology I, Infection Control, Practical Restorative Dentistry I	Pediatric
Theoretical Pediatric Dentistry II	12146480	1				Theoretical Pediatric Dentistry I, Pharmacology	Pediatric Dentistry
Practical Restorative Dentistry III	12146390		1			Practical; Restorative Dentistry II	Restorative
Diagnostic Dentistry IV	12147220	2				Diagnostic Dentistry II and III	Diagnostic
Theoretical Endodontics II	12145900	1				Theoretical Endodontics I	Endodontics
Theoretical Periodontology III	12146170	1				Theoretical Periodontology II	Periodontology
Dissertation I	12146800		1			Research Methodology II	Educational Affairs Deputy
		8.5	11.5				
Total credit		20					

5<sup>th</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Practical Fixed Prosthesis I	12146110		2			Fundamentals of Dental Fixed Prosthesis , Practical Restorative Dentistry I	Prosthodontics
Practical Orthodontics III	12145850		1			Practical Orthodontics II, Theoretical Orthodontics III	Orthodontics
Advanced Dental Prosthesis II	12146140	1				Theoretical Advanced Dental Prosthesis I	Prosthodontics
Practical Oral and Maxillofacial Diseases III	12145970		1			Practical Oral and Maxillofacial Diseases II	Diagnostic
Practical Endodontics II	12145920		2			Theoretical Endodontics II, Practical Endodontics I	Endodontics

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Modern Sciences in Dentistry	12147040	2				-	Faculty of Medicine
Practical Endodontics III	12145930		1			Practical Endodontics II	Endodontics
Practical Oral Radiology III	12146560		1			Practical Radiology II	Radiology
Practical Complete Prosthesis II	12146080		2			Practical Complete Prosthesis I	Prosthodontics
Practical Social Dentistry and Oral Health I	12146670		1			Theoretical Community Dentistry I	Community Oriented
Practical Oral Surgery IV	12146310		2			Practical Surgery III	Surgery
ENT	12146740	1				-	Faculty of Medicine
Dissertation II	12146810		1			Dissertation I	Educational Affairs Deputy
Biostatistical Methods	12146960	2				Research Methodology II	Health
		6	14				
Total credit	20						

6<sup>th</sup> section of study (1<sup>st</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Practical Orthodontics IV	12145860		1			Practical Orthodontics III	Orthodontics
Oral Traumatology		1				Fundamentals of Endodontics I, Fundamentals of Restorative Dentistry, Theoretical Surgery I, Theoretical Radiology II, Theoretical Pediatric Dentistry I	Pediatric Dentistry
Practical Periodontology III	12146200		1			Practical Periodontology II	Periodontology
Practical Pediatric Dentistry II	12146500		2			Practical Pediatric Dentistry I, Practical Restorative Dentistry II	Pediatric
Practical Social Dentistry and Oral Health II	12146670		1			Theoretical Community Dentistry II, Practical Community Dentistry I	Community Oriented
Fundamentals of Organization Management	12147010	1				-	Health



Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Systemic Diseases IV	12146020		1			Systemic Diseases III	Diagnostic
Comprehensive Dental Treatment I	12146170				2	Practical Endodontics II, Practical Oral and Maxillofacial Diseases I, Practical Partial I, Practical Fixed I, Practical Periodontology III, Restorative	Periodontology
Diagnostic Dentistry V	12146440	1				Diagnostic Dentistry IV	Diagnostic
Practical Advanced Dental Prosthesis	12146790		2			Theoretical Advanced Dental Prosthesis II	Prosthodontics
Theoretical Dental Implants	12145940	1				Theoretical Radiology II, Fundamentals of Partial, Practical Periodontology II, Practical Partial II, Theoretical Periodontology III, Practical Surgery III, Theoretical Surgery II	Surgery

Course	Credit					Prerequisite	Responsible Department
	Code No.	Theo.	Prac.	Workshop	Internship		
Dissertation III	12146820		1			Research Methodology II, Dissertation I and II, Scientific Writing	Education al Affairs Deputy
Practical Fixed Prosthesis II	12146120		2			Practical Fixed Prosthesis I, Theoretical Advanced Prosthesis II	prosthodontics
Excellence and Quality Management of Clinical Services	12147190	0.5	0.5			Psychology, Oral Health and Community, Theoretical Community Dentistry I and II, Infection Control, Clinical Communicative Skills Education	Health
Legal Dentistry		0.5	0.5			-	Legal Medicine
		5	12	1	2		
Total credit		20					

6<sup>th</sup> section of study (2<sup>nd</sup> semester)

Course	Credit					Prerequisite	Responsible Department
	Code No.	The o.	Pra c.	Works hop	Interns hip		
Practical Periodontology IV	12146210		1			Practical Periodontology III	Periodontology
Specialized English Language	12146620	1				-	English Language
Practical Social Dentistry and Oral Health III	12146680				1	Community Dentistry II	Community Oriented
Comprehensive Treatment II	12146780				2	Comprehensive Treatment I	Community Oriented
Dissertation IV	12146830		4			Dissertation III, Scientific Writing	Educational Affairs Deputy
Practical Implant	12147090		1			Theoretical Implant	Surgery
Practical Pediatric Dentistry III	12146510		2			Pediatric Dentistry I, Practical Pediatric Dentistry II	Pediatric
Gerontology	12146630	0.5	0.5			-	Health
Health Economics	12146860	2				-	Health
Traditional and Complementary Medicine		2				-	Faculty
Health and Medical Services Management	12147020	2				-	Health
Theoretical Advanced Epidemiology I	12146840	2				Research Methodology II	Health
		9.5	8.5		3		
Total credit		21					

**Islamic Republic of Iran**  
**Ministry of Health, Treatment and Medical Education**  
**Higher Council of Medical Sciences Planning**  
**Non-Iranian (International) Students Educational By-Law**

**Approved in The 80<sup>th</sup> Session of Higher Council of Medical  
Sciences Planning on  
Aug 1, 2021**

Non-Iranian (International) Students Educational By-Law was approved in the 80<sup>th</sup> Session of Higher Council of Medical Sciences Planning on Aug 1, 2021 for international students who were admitted in the Academic Year 2021-2022 in medical universities and faculties inside of Iran and shall be binding and all previous by-laws and regulations were null and void. Educational council of university may adapt educational status of students admitted in previous years for this new by-law.

It is confirmed by Dr. Seyed Hassan Imami Razavi, Secretary of Higher Council of Medical Sciences Planning

It is confirmed by Dr. Ali Akbar Haghdoost, Educational Deputy

Order issued in The 80th Session of Higher Council of Medical Sciences Planning on Aug 1, 2021 is confirmed and is notified to all executing universities and units.

Signed by Dr. Saeid Namaki, Minister of Health, Treatment and Medical Education and Head of Higher Council of Medical Sciences Planning

## **Introduction**

In the way of executing general policies of Higher Council of Cultural Revolution in relation to admission of international students and evolution in medical sciences education for internationalization of medical sciences, it's been more than one decade that medical sciences universities have been admitting international students and each university according to its

conditions has enacted specific rules and regulations for admission of international students and in most cases, it is referred to this by-law; nevertheless, diversity of international students by-law is not enough to meet requirements and conditions of international students and on the other hand, using integrated, similar and comprehensive educational by-law in addition to improving educational status and validity of Iranian universities at international level, has led to optimum application of available potentials for improving qualitative level of education and research for non-Iranian (international) students at different educational programs (Associate Degree, Bachelor's Degree, Master's Degree, Specialty PhD Degree) of general medicine, pharmacy Pharm.D. and dentistry.

The purpose of preparing this by-law is regulating educational affairs of non-Iranian students who are studying medicine in Iran so that through required legal framework, to enact and execute arranged and integrated educational program among all medical universities of Iran. This by-law consists of educational rules and regulations governing over admission, education, graduation or quit studying of non-Iranian students in all educational programs with the goal of making arrangement among educational activities of medical sciences of Iran with approach of facilitating and accelerating educational courses of non-Iranian students (with respect to this fact that presence of foreign student in Iran has expensive costs for our government) and improving quality of education.

### **Consider following points:**

1. This by-law consists of all field of studies and programs for international students except specialty, sub-specialty and clinical fellowship
2. In the way of preparing this by-law, it is benefit from regulations of Ministry of Health, Treatment and Medical Education, educational regulations of non-Iranian students for progressive universities in the field of international education
3. In this by-law, it is only referred to main principles and other educational regulations of non-Iranian students are prepared by educational council of universities and in this by-law, the final

decision shall be made by educational council of university; nevertheless, it is not permissible to change principles or having contradictory interpretation of the present by-law and other miscellaneous issues that are not mentioned in the present by-law shall be according to educational by-law of Iranian students studying in Iran.

4. All medical sciences universities of Iran that have admitted international students shall inform and submit this by-law to their international students during their enrollment, at the beginning of each educational semester.

## **1<sup>st</sup> Chapter: Generalities**

### **Definition**

1-1. University: refers to all medical sciences universities and higher education institutes having license for admission of non-Iranian students.

1-2. Faculty: refers to a unit of university that are active in specific field of medicine including: Faculty of medicine, pharmacy, nursing, midwifery, etc.

1-3. Educational Department: refers to a unit of university or faculty that is active in specific field that is adapted with field of study including: Department of pediatrics, physiology, anatomy, etc.

1-4. Educational program: refers to all underground programs including: Associate Degree, Bachelor's Degree, General Doctorate Degree of Medicine, Pharmacy (Pharm.D.) Dentistry, MBBS, BDS, Postgraduate, Discrete Master's Degree and Specialty PhD Degree that are covered by this by-law.

1-5. Student: refers to all non-Iranian (international) students.

1-6. Compatibility committee: refers to committee of compatibility of educational program of non-Iranian (international) students of Ministry of Health, Treatment and Medical Education.

## **2<sup>nd</sup> Chapter**

### **Educational Rules and Regulations**

### **Educational System**

1- Educational system of Iran is based on credit-semester for all educational programs and field of studies and each student shall enroll for each semester and take separate credits.

2-In this educational system, the value of each course is evaluated with its credit and successful completion or failure of student single course is limited to that course.

3- Each theoretical credit is 17 hours, practical credit is 34 hours, training credit is 51 hours and internship credit is 68hours that is offered within a semester during year or summer semester.

4- Each educational year consists of 2 semesters and in case of necessity and having enough facilities, a summer semester may be held and each educational semester consists of 17 educational weeks and summer semester consists of 6 educational weeks.

**Note:** Upon confirmation of educational council of university, international students may change their field of study to lower field of studies sub-group of medicine upon application of student and due to deprivation of education.

5- Educational system may be offered based on attending in classes or mixed (E-learning and attending in classes) and universities may offer theoretical educational credits based on E-learning.

**Note:** In case of offering E-learning credits, the university shall prepare suitable facilities according to by-law of E-learning education approved by Ministry of Health, Treatment and Medical Education for international students.

## **Credits and duration of education**

- 1- Students at each educational semester shall complete minimum 12 to 20 credits for undergraduate courses and minimum 8 to 14 credits for postgraduate courses.
- 2- At underground course if total GPA of student is minimum 16, upon confirmation of supervisor and faculty, the student shall be permissible to take 24 credits in next semester.
- 3- When student has 24 remained credits and not having conditional previous semesters, upon confirmation of faculty, the student shall be permissible to take related credit in same semester.
- 4- In summer courses, the student shall only take 8 credits at undergraduate course and 6 credits at postgraduate course.

## **Elimination and addition of credits**

- 1- Student at each educational semester and until 2 weeks after beginning of semester, shall be permissible to eliminate or take another maximum 2 credits; or substitute 2 credits with another, provided that number of taken credits shall not be more than 20 credits.
- 2- In case of necessity, the student shall be permissible that until 3 weeks before termination of educational semester, to eliminate 2 credits of theoretical or practical courses upon confirmation of educational department; provided that student shall not have unauthorized absence and remained credits shall not be less than 12.
- 3- Maximum before beginning examinations and termination of educational semester and upon confirmation of educational council of university that student is unable for continuing education, the student shall be permissible to eliminate related course and that educational semester is regarded as educational leave of absence and the educational council of university shall decide to consider or neglect this educational leave of absence in final transcript of academic records of student.



**Note 1:** Upon confirmation of educational council of faculty, the student shall be permissible to eliminate entire taken courses during summer semester maximum before beginning examinations.

**Note 2:** In order to better offer educational services to international students, the experts of international education affairs have suitable access to educational website for applying related changes minimum one month before access of students to that educational website.

## **Evaluation of academic progress of student**

1- IF student upon failure in a course repeatedly take the same course by obtaining grade more than 15, its failure grade is eliminated and this failure grade is not calculated in average and total GPA of student.

**Note:** The authorized term of using this article for students at Associate Degree is once, at Bachelor's Degree is 2 times and for General Doctorate (Medicine, Dentistry and Pharmacy) is 4 times.

2- For Associate Degree, Bachelor's Degree, General Doctorate Degree (Medicine, Dentistry, Pharmacy) MBBS, BDS, the average GPA of each educational system less than 11, for Master's Degree and Specialty PhD Degree the average GPA of each educational semester less than 14 is regarded as conditional semester.

3- If a student has conditional semester either successively or alternately for 3 semesters at Associate Degree; 4 successive semesters or 5 alternate semesters at Bachelor's Degree, General Doctorate Degree (Medicine, Dentistry, Pharmacy), the student is deprived for continuing education and if total taken credits is minimum 10, according to instructions the student shall change his field of study to lower level.

## **Time of holding examinations**

1-The examinations shall hold exactly to same language announced in website of university.

2- The comprehensive examinations held by Ministry of Health, Treatment and Medical Education or 10 university centers of Iran will be held in English language and in this way the student is able to select language of examination.

**Note:** Secretariat holding examinations shall offer suitable information to students before holding examination in relation to language of examination.

3- Non-Persian students at each educational semester that attend at Persian language examination, shall benefit from additional 25% time for examination.

4- If one or several courses are not taught to international students according to recommended curriculum of university, the questions of that comprehensive examination will be eliminated and the quorum for successful completion of that course is determined by related secretariat of Ministry of Health, Treatment and Medical Education based on number of questions and toughed courses.

5- Non-Iranian students shall be permissible to attend at comprehensive examination of basic sciences and training for 4 times and for specialty PhD Degree for 3 times.

6- The quorum for successful completion of comprehensive examinations that is held centrally for international students is 5% less than decided quorum for Iranian students.

## **Guest student**

1- In case of observing all related consular rules and upon confirmation of origin and Destination University inside of Iran, the student may select another university to study as guest student temporarily for determined term.

2- Accepting a guest student in a university shall be depending on minimum completion of one educational semester in Origin University.

3- All costs of guest student in Destination University are by the student; meanwhile, the origin university in order to maintain its status, shall receive part of annual tuition fee from student.

4- Guest student before referring to destination university, shall pay all financial costs to origin university.

5- Accepting guest student in a university for completing one or several courses upon supervision of origin university and confirmation of destination university shall be permissible.

6- Number of courses that may be selected by guest student (either full-time basis or single course) shall not be more than 40% total completed courses.

**Note:** Taking credits by student either for single course or full-time basis, shall be informed and confirmed by related educational department of origin university and conditions of destination university.

7- Submitting request and confirmation of accepting guest student in educational council of faculty is enough; meanwhile, educational deputy of university shall supervise over process of selecting guest student and it is not required for confirmation of superior authorities.

8- University branches accepting guest student shall exactly register this issue in transcript of academic records of student and their grades shall be observed in calculating semester and total GPA.

9- Minimum grade for successful completion of guest student shall be equal to minimum grade for non-guest student at the same course.

10- Guest student applicant shall inform this issue with name of field of study, destination university to head of educational department of origin university minimum one month before beginning educational semester and the university upon confirmation of guest student shall inform this issue to Ministry of Health, Treatment and Medical Education for performing consular affairs.

11- Graduation certificate of guest student is issued by origin university.

### **Changing field of study**

1- Student during his education in case of having following terms and conditions and confirmation of university shall change his field of study:

1-1. Continuing education of applicant in previous field of study from educational rules shall be permissible.

1-2. Conditions of continuing education in new field of study is determined by educational syllabus.

1-3. Student shall completely minimum one educational semester and maximum one third of total credits.

1-4. University shall have capacity of admission of desired field of study.

1-5. Student shall not have financial debit or ethical problems while education in previous university.

2. Student during education shall only change his field of study for once.

3. Student for changing field of study shall submit required documents to international campus or education department of university minimum 8 weeks before beginning educational semester.

4. In case of confirmation of changing field of study, the student in the first educational semester shall enroll in new field of study and take credits and upon enrolment in new field of study, it is prohibited for returning to previous field of study.

**Note:** The student before enrollment in new field of study, shall behave according to educational rules of previous field of study.

5. The courses that are completed in previous field of study are examined and equivalence in educational department of new field of study.

### **3<sup>rd</sup> Chapter**

#### **Termination of education**

1- Termination of education: refers to graduation, quitting education, dismissal of student (due to educational or disciplinary issues); meanwhile, while termination of education, in case of financial settlement the student may request for issuing official transcript of academic records.

**Note:** Granting transcript of academic records to student shall be depending on financial settlement with university and if student due to financial problems is unable for settlement with university based on amount of paid educational cost, a verification of completion of educational credits may be issued for student.

#### **Graduation**

1- Students that complete all educational credits in compliance with syllabus confirmed by Higher Council of Medical Sciences Planning and compatibility committee, are recognized as graduate students.

2. While graduation, the name and title of field of study is exactly written in certificate as registered in confirmed field of study of Higher Council of Medical Sciences Planning and compatibility committee while admission.

3. Using similar titles that are applied in different countries only in case of writing within bracket next to original title shall be permissible.

**Note:** For field of studies that are their common English equivalence is different with title mentioned in field of study, universities upon confirmation of Educational Council of University may write equivalent title within bracket next to original title.

4. Educational certificates are issued in Persian and English language and shall be confirmed by Center of Educational Services of Educational Deputy of Ministry of Health, Treatment and Medical Education.

5. University while submitting certificate of student shall receive undertaking from student that "using from benefits of this certificate for performing professional activity in Iran shall be depending on receiving required licenses" and this issue shall be informed to students while their admission.

### **Quitting education**

1. Students prefer to quit education shall personally submit their application to international education department of university campus and in this way the student shall be permissible to revoke his decision of quitting education only for one time and maximum one month before termination of that semester and related semester is regarded as leave of absence and student shall not be permissible to continue education in that semester.

2. If student upon quitting education decides for revoking his decision and continue education in previous field of study, this task shall be performed for one time depending on observing following conditions:

2-1. Maximum one year shall pass from quitting education.

2-2. Offering financial settlement of previous educational program.

2-3. Paying tuition fee for one year at beginning of returning to education.

2-4. Non-Iranian student receiving scholarship in case of quitting education shall not be permissible to repeatedly continue education as student benefiting from scholarship and shall pay tuition fee of university.

2-5. In case of lack of paying tuition fee of previous program, it is necessary for submitting required documents for affording to pay tuition fee of university until termination of education.

2-6. Having confirmation of education council of university.

### **Dismissal of university**

1. Application for returning to education due to dismissal of university in case of confirmation of education council of university and raising this issue at commission of specific conditions of university only for one time is permissible.

2. Investigating to specific educational conditions of university according to executive by-law of commission of specific case of university/ faculty of medical sciences and health and treatment services approved in the 28<sup>th</sup> Session of Higher Council of Medical Sciences Planning on July 16, 2005 nevertheless while investigating the file of students at specific commission, the head of international university campus or his agent (in universities lack of having this position, it shall be performed by highest authority of international university campus) is invited to commission as member by having right of vote.

### **Miscellaneous rules**

#### **Continue education of quitted or dismissal student in other universities of Iran**

1. Quitted student shall be permissible to continue education in other universities of Iran as new applicant; provided that to fulfill consular stages of admission of student in new university and issuing new student visa.

2. Admission of dismissal student from a university in the same university and program is prohibited; nevertheless, admission of student in another field of study and another university by observing consular rules shall be permissible.

3. The student while submitting application to new university shall announce his new educational status to previous university; otherwise, in case of finding out that there is quitted or dismissal student studying in Iranian university, the university shall prevent from continuing education of student.

4. Admission of dismissal student due to disciplinary issues in another Iranian university is prohibited.

5. The university while admission of quitted or dismissal student of another university, shall inquiry from educational status of student from previous university and in case of having financial debit to previous university and lack of observing educational rules of university to prevent from his enrollment only depending on paying previous debits and obtaining satisfaction of previous university.

### **Disciplinary rules**

Disciplinary violations of foreign students are investigated according to 354<sup>th</sup> session of Higher Council of Cultural Revolution on July 11, 1995 and in the session of investigating disciplinary violations of foreign students the following persons shall have the right of vote:

A) In elementary committee, by presence of Deputy of students' and cultural affair of international university campus (in universities lack of having this position by presence of agent of students' and cultural affair of international university campus).

B) In revision disciplinary committee by presence of Deputy of international affairs of university (In universities without international deputy by presence of highest authority of international campus of university).



## **Changing nationality of student during study**

The criterion for nationality of student is based on status of nationality while admission and if student due to any reason change his nationality (like marriage of girl students with Iranian national) the student shall be permissible to continue education until termination of field of study by remaining the previous nationality; nevertheless, his admission in another program or field of studies shall be according to rules of Iranian students.

All educational items that are not mentioned in this by-law and all related issues that are approved upon enacting this by-law, shall be according to educational rules of Iranian students and it is referred to related by-laws.

The present by-law was confirmed in the 80<sup>th</sup> session of Higher Council of Medical Sciences Planning on Aug 1, 2021 for non-Iranian (international) students that are going to begin their education in Oct 2021-2022 in universities of medical sciences of Iran shall be binding and all contradictory rules are null and void. Educational council of university may adapt educational status of students admitted for academic years before 2021-2022 with contents of present by-law.