

Student services policy	Action number	<b>SS-25</b>
	Release Date	<b>2010/01</b>
	Review and modification date	<b>2023/02</b>
	Review and modification number	<b>04</b>
	number of pages	<b>01</b>
	Date the procedure was approved	<b>2022/02/22</b>
	Deans Council Resolution No.: <b>07/24/2021 - 2022</b>	

policy	Meeting students' needs and contributing to building the university environment to raise their level educationally, culturally and socially.	
Objectives	<ol style="list-style-type: none"> <li>1. Educating students about the student services provided and directing them to benefit from them.</li> <li>2. Meeting the growing and changing needs of students.</li> <li>3. Ensuring the quality of services provided to students.</li> <li>4. Contributing to building an integrated personality among students.</li> <li>5. Promoting the spirit of citizenship, belonging, and community service.</li> <li>6. Sponsoring extracurricular activities for students.</li> <li>7. Receiving and guiding new students.</li> </ol>	
Application responsibility	University President, colleges, deanships, organizational units.	
Processes	Legislation and reference documents	<ul style="list-style-type: none"> <li>- Instructions for disciplining students at Al-Ahliyya Amman University.</li> <li>- Instructions for student clubs at Al-Ahliyya Amman University.</li> </ul>
	procedures	<ol style="list-style-type: none"> <li>1. Procedure for receiving and advising new students No (SS-25-01, Rev. e).</li> <li>2. Immigrant follow-up procedure No (SS-25-03, Rev. d).</li> <li>3. Procedure for dealing with lost and found items No (SS-25-04, Rev. b).</li> </ol>

		4. Procedure for dealing with students with special needs No (SS-25-04, Rev. b).
Related models		Lost and Found Form No (SS-F25-03-001, Rev. e).