



Petroleum and Natural Gas Engineering Department

College of Engineering

King Saud University

STUDENTS ACADEMIC ADVISING

Academic advising of students in the PGED is divided into three stages and the responsibilities associated with each stage are distributed among the faculty of the PGED. These stages include: pre-college advising for high-school students, COE fresh undergraduate students, and PGED students.

1. Advising Pre-College (High School) Students

The PGED arranges frequent in campus visits for high school students to the department. This is done after locating the department website. Within the visit, high school students tour of the facilities by a faculty member. Presentation is normally given by a faculty member to inform them on the department's requirements and future available careers for the graduates. At the end of the visit, PGED Bulletin and other leaflets are distributed among the visitors.

2. Advising COE Fresh Undergraduate Students

At the beginning of each term the department makes presentations for freshman students in the College of Engineering to inform them about the department's requirements, education and examination rules and future available careers for PGED graduates. Furthermore, these students are invited to tour of the department facilities and interact with PGED faculty members.

3. Advising PGED Students

The advising in the department begins as soon as the student joins the PGED. After that, each student is assigned to an advisor among the faculty members. The advising lists are announced to students and posted on several places in the PGED. These lists are updated each year to include new fresh students. Advisors are responsible for:

- Following up his student's performance throughout their study.
- Ensuring that each student in the department follows strictly the published curriculum.
- Providing assistance in solving any difficulties they may encounter.
- Advising them about future careers.

Faculty members follow-up their students through the "[e-register database](#)" located in the university server. Through this system, the faculty can access to the students' transcripts, current registered courses, remaining courses for graduation, etc. Additionally, a social one day trip is arranged annually to strengthen the relationship between PGED students and faculty members.