

## Students' Affairs and General Services

### ❖ Deanship of Students' Affairs

#### ☒ Mission

The Deanship of Student Affairs is a student-centered partner in JUST learning community. Education is enhanced, both inside and outside of the classroom, through quality support services and programs that advance student learning and development.

The Deanship contributes to academic and personal success, encourages independent civic responsibility, and promotes the welfare of all students. Student Affairs helps connecting students to the University and to their future, building alliances that foster retention and loyalty beyond graduation.

#### ☒ Objectives

- Provide an engaging, safe, and welcoming campus climate for all members of the community.
- Foster a respectful and safe community focused on multi-faceted learning and student development.
- Develop a rich co-curricular experience for all students that requires their active engagement, participation, and reflection.
- Encourage good health and well being.
- Plan and advocate for the human, physical, fiscal, and intellectual resources to attain our goals.

The Deanship of Students' Affairs accomplishes its functions through (4) departments:

#### 1. **The Department of Cultural and Artistic Activities**

This Department is in charge of the following cultural and artistic activities:

- Student's clubs.
- Cultural, social, religious, national and voluntary activities.
- Fine arts, musical, and other artistic activities.
- Theater and folkloric activities
- Issue of students publications and posters.

#### • **Extracurricular Activities**

JUST has a strong commitment to students' involvement in extracurricular activities and leadership development. There are myriad opportunities for our students to participate in activities, organizations, and sports. Students also play a vital role in university governance by serving on many university committees. Involvement in these activities is an important part of the student's education and our university tradition.

#### • **Students' Clubs**

Students are encouraged to form clubs that promote their interests and hobbies. The (18) clubs at JUST span a wide range of interests that include sciences sports, music, outdoor recreation, culture, and social issues.

#### • **Students' Union**

The Student Union was established in 1993. Students elect their representatives to the Student Council, who then chooses the Chairman and The Administrative Committee. The goal of the Students Union is to foster strong and mutually beneficial relationships between students and the university departments.

## **2. The Department of Athletic Activities**

JUST maintains big interest in building up the physical well-being of its students. This is achieved through participation and competition amongst students, supervised by this department.

### **• Facilities**

The new Gymnasium located in the center of the campus, includes courts for handball, basketball, tennis, volleyball and squash. It also includes several halls for practicing different sports such as: Ping-pong, Judo, Kick-Boxing, Karate, Taekwondo. Other facilities include:

– **The Fitness Center** comprises the following sections:

- Several types of Gym equipment such as: Treadmills, stationary bikes, weights machines and free weights.
- Wet heat section such as: Sauna, Jacuzzi and steam baths.
- Half Olympic swimming pool available for the use of students and staff.

– **The University Stadium** includes soccer field, tennis courts, field and tracks course.

### **• Activities**

The department always organizes competitions and tournaments in three levels:

- Inter collegiate Tournaments.
- National Tournaments.
- International Tournaments.

## **3. The Department of Students' Services**

This department provides the students with the necessary services on campus or outside the university, and has the following responsibilities:

- Providing low-income students with interest-free loans to be paid back after graduation.
- Providing scholarships to honor students.
- Providing work study opportunities.
- Keeping students' personal records.
- Issuing and renewal of students' identification cards.

## **4. KAFD Office**

KAFD Office was established at JUST in 2003. The aim of the office is to provide the students with professional advice and technical consultation in communication skills and job search. The project is meant to enhance chances of the university graduates to get jobs and link the student community with private sector establishments and civil society institutions, at the national, regional and international levels.

The mechanism of work is based on providing a database concerning the market needs of human resources and matching students training on communication skills with the actual needs of the market, as a fundamental requirement to synchronize the output of the educational system with the needs of the labor market. The office also strives to enhance professional ethics and values, helps students obtain permanent jobs after graduation, or part-time jobs during university study and links the university student community with the activities of the private sector and the civil society.

- **Scholarships for Needy Distinguished Students in Public Universities**

KAFD awards a number of grants to distinguished, and underprivileged Jordanian students (either those already enrolled in or the young men and women accepted as freshmen in one of the public universities). The aim is to ensure equality among Jordanians in education opportunities regardless of their financial status. Through such support, where transparency is the golden rule, the Fund tries to improve the living standards of this category of citizens and sparks a spirit of competition among students on the basis of equal opportunity.

- **Program for Financing Research & Development Projects**

Through this program, KAFD finances scientific research projects conducted by university students. The projects are selected and supervised by the Scientific Research Department at the King Abdullah II Design and Development Bureau (KADDB). The program seeks to enhance creativity and excellence among youth.

Promoted in all universities, including through field visits, the program seeks to support creative and excelling university students, through providing them with the adequate climate to unleash their potential and creativity. The effort translates into facts on the ground the vision and recommendations of the Jordan Youth Forum, in which participants stressed the need to support innovative and distinct university students.

It steers students towards developing their academic achievement approaches into new horizons where they embrace critical thinking, creativity and innovation.

- ☒ **The Counseling Office**

The counseling office is the university's primary facility for personal counseling and psychological outreach and consultation services. The primary goal of counseling is to help students develop the personal awareness and skills necessary to overcome problems and develop in ways that will allow them to take advantage of the educational opportunities at the university.

Issues pertaining to Study Skills and Personal Relationships have been the most commonly discussed in counseling. Other topics include: Anxiety, Stress, and Depression. Students coming into the office for counseling are usually seeking more effective and rewarding lives by confronting personal problems, skill development issues, or value questions.

**Confidentiality is regarded as the most important aspect of this Office. All contacts with students are maintained strictly confidential. Students may schedule an appointment at the office located in N2-L1.**

### ☒ **Academic Disciplines, Student Conduct & Integrity**

In its mission to provide a career-oriented education, Jordan University of Science and Technology strives to create a community of students, faculty, and staff intent on teaching, learning, and research. The foundation of academic work is intellectual integrity, credibility, and trust. A learning community can only be maintained if its members believe that their work is judged fairly and that they will not be put at a disadvantage because of another member's dishonesty. For these reasons, it is essential for students to understand university standards and their importance in the mission of JUST.

The following violations expose the student to disciplinary penalties and apply to all students:

- Refrain deliberately from attending lectures and incitement to it.
- Noncompliance with the academic requirements and instructions.
- Cheating or creating chaos or causing disruption during the exams.
- Any act committed by the student that affects honor, dignity, morality, and reputation of the university or its employees.
- Distribution of publications or advertisements without the approval of the authorized authorities.
- To organize or participate in unauthorized organization/ unauthorized collaboration inside the university or in any activity that breaches the regulations.
- Obstruction or disruption of the teaching process.
- Any insult or abuse committed by the student towards faculty member, staff, or university student.
- Damage of movable or immovable property of the university
- Breach of university laws, regulations, and instructions.
- Forgery or misuse of university documents.

**The decisions of imposing disciplinary penalties are final except the following penalties to which the student may submit an appeal for reconsidering them:**

- **The temporary dismissal from one semester or more.**
- **The permanent dismissal from the university.**
- **The withdrawal of the awarded degree.**