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| **Time** | **Activity** |
| ***09:00 – 09:15*** | Meet Dean of the Program  Explain aim of the visit  Describe the audit process |
| ***09:15 – 09:30*** | Meet HOD of the program |
| ***09:30 – 10:15*** | Presentation  Program Goals  Curricula Summary  Faculty Summary  Student Summary  Infrastructure Summary  Alumni Summary  Q/A  Members  HOD  All Faculty |
| ***10:15 – 11:30p AM*** | Faculty Meeting  Around 10 min per faculty  Graduation  Personal Background  Area of Interest  Perception about the program, Students and peers Opportunities for professional growth  Research opportunities  Salary perception  Teaching Load |
| ***11:30 – 12:30*** | Infrastructure Visit  Lab Audit  Library  Classrooms  Faculty Offices |
| ***12:30 - 13:30PM*** | Course Audit  Course file  Attendance  Teaching Log  Examination Record |

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|  | Sessional Record  Evaluation Instruments  Projects |
| ***13:30 - 14:00PM*** | Zuhar Prayer+Lunch |
| ***14:00 – 15:00PM*** | Faculty Meeting  Around 10 min per faculty  Graduation  Personal Background  Area of Interest  Perception about the program, Students and peers Opportunities for professional growth  Research opportunities  Salary perception  Teaching Load  Classroom Visit  Two classrooms 30 min each  Student Interview  Student Assessment  Student Perception  Student Feedback |
| ***15:00 – 16:00PM*** | Forms Filling |
| ***16:00 – 16:30PM*** | Meeting with Dean / Exit Meeting  Findings  Recommendations |
| ***16:30*** | Compilation of Final Reports by AIC |